



SAN RAFAEL
THE CITY WITH A MISSION

Agenda Item No: 4.I

Meeting Date: September 3, 2024

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Police Department

Prepared by: Alex Holm, Lieutenant

City Manager Approval: _____

TOPIC: SPECIAL EVENT STREET CLOSURE IN SAN RAFAEL

SUBJECT: RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF NEAME AVENUE IN SAN RAFAEL FOR A SPECIAL EVENT

RECOMMENDATION: Adopt a resolution authorizing the temporary closure of Neame Avenue in San Rafael for a neighborhood block party.

BACKGROUND:

The San Rafael Municipal Code requires City Council approval of all special events that cause the temporary closure of City streets. In addition, California Vehicle Code section 21101(e) authorizes the City to adopt a resolution temporarily closing a portion of any street for celebrations, parades, local special events, and other purposes. The San Rafael Police Department has received a special event application for a neighborhood association block party on Neame Avenue, which would require street closure and parking restrictions.

The applicant has submitted a complete special event application, fulfilled insurance requirements indemnifying the City from liability associated with the event, and provided detailed information regarding operation, logistics, and a street closure diagram. Additionally, the applicant has notified all residents on Neame Avenue of the event and submitted the signed notification document to the Police Department, with signatures obtained from representatives of each address. If approval is granted for the stated street closure, City staff will finalize the event application.

ANALYSIS:

The special event street closure details are as follows:

Event: **West End Neighborhood Association Block Party**

Date(s): **September 22, 2024** (Sunday)

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

Closure

Location(s): Neame Avenue: Santa Margarita Avenue to West Crescent Drive

Event Time: 12:00 p.m. – 3:30 p.m.

Closure Time: 9:00 a.m. – 4:30 p.m.

COMMUNITY OUTREACH:

The applicant has notified all residents on Neame Avenue of the event and submitted the signed notification document to the Police Department, with signatures obtained from representatives of each address.

FISCAL IMPACT:

Pursuant to current City policy, the event organizer will reimburse the Police Department, Department of Public Works, and Parking Services fees and/or costs.

OPTIONS:

The City Council has the following options to consider on this matter:

1. Adopt the resolution authorizing the specified special event temporary street closure.
2. Adopt resolution with modifications.
3. Direct staff to return with more information.
4. Take no action.

RECOMMENDED ACTION:

Adopt a resolution authorizing the temporary closure of Neame Avenue in San Rafael for the West End Neighborhood Association Neighborhood Block Party.

ATTACHMENTS:

1. Resolution

RESOLUTION NO.

RESOLUTION OF THE SAN RAFAEL CITY COUNCIL AUTHORIZING THE TEMPORARY CLOSURE OF NEAME AVENUE IN SAN RAFAEL

WHEREAS, the San Rafael City Council has determined that it is in the best interests of the public health and safety to implement a modified Traffic Plan and Road Closure for all a special event in San Rafael; and

WHEREAS, after reviewing plans for the event and the traffic patterns, City staff has determined and recommended that, in the interest of the safety and welfare of pedestrian and auto traffic in the area, the street should be temporarily closed to through traffic for the date, time, and location as specified in the Staff Report; and

WHEREAS, the specific time periods for the temporary closure is described in the Staff Report shall be as determined by the City staff in consultation with the Police Department, and staff shall give timely notice to the public of those time periods by signage and/or other appropriate means.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN RAFAEL HEREBY RESOLVES:

1. That all the above findings are true and correct; and
2. That pursuant to the authority of Vehicle Code section 21101(e), for the safety and protection of persons, both pedestrians and vehicle drivers, the City Council hereby authorizes the temporary closure of Neame Avenue for the following duration and purposes:

Event: **West End Neighborhood Association Block Party**

Date(s): **September 22, 2024** (Sunday)

Closure Location(s): Neame Avenue: Santa Margarita Avenue to West Crescent Drive

Event Time: 12:00 p.m. – 3:30 p.m.

Closure Time: 09:00 a.m. – 4:30 p.m.

3. CEQA. The City Council hereby determines that the proposed temporary street closure is exempt from the California Environmental Quality Act under Class 4 subsection (e), because the action involves the temporary use of land having negligible or no impact on the environment. The City Council directs staff to file a notice of exemption.

I, Lindsay Lara, City Clerk of the City of San Rafael, hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council held on the 3rd day of September 2024 by the following vote, to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

Lindsay Lara, City Clerk