



SAN RAFAEL
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Agenda Item No: 4.i

Meeting Date: April 7, 2025

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Police Department

Prepared by: Alex Holm, Lieutenant

City Manager Approval: _____

A handwritten signature in blue ink, appearing to be 'CJ', is written over a horizontal line.

TOPIC: SPECIAL EVENT STREET CLOSURES IN SAN RAFAEL

SUBJECT: RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF STREETS IN SAN RAFAEL FOR SPECIAL EVENTS

RECOMMENDATION:

Staff recommend that the City Council adopt a resolution authorizing the temporary closure of streets in San Rafael for special events.

BACKGROUND:

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 special event applications for four events which would require street closure and parking restrictions.

The applicants have submitted special event applications which include but are not limited to insurance indemnifying the City from liability associated with the event, a street closure diagram, and detailed information regarding operation and logistics. If approval is granted for the stated street closure, City staff will finalize the application and authorize the closures.

ANALYSIS:

The special event street closure details are as follows:

Event: **WildCare Groundbreaking Event**

Date(s): **May 3, 2025** (Saturday)

Closure Location(s): Albert Park Lane (B Street to Lindaro Street)

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

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Event Time: 10:00 a.m. – 2:00 p.m.
Closure Time: 8:30 a.m. – 3:00 p.m.

Event: **35th Annual May Madness Car Show & Parade**

Date(s): **May 10, 2025** (Saturday)

Closure

Location(s): Fourth Street: D Street to Lincoln Avenue
A Street: Third Street to Fifth Avenue*
B Street: Third Street to Fifth Avenue*
C Street: Third Street to Fifth Avenue*
Lootens Place: Commercial Place to 935 Lootens Place
Julia Street: B Street to A Street
Cijos Street: North of Commercial Place to Fourth Street

**Partial block closures allow access to mid-block for local traffic and access to parking garages*

Parade Closure: Fourth Street: H Street to Lincoln Avenue with approximate 1-hour temporary closure

Event Time: 12:00 p.m. – 6:00 p.m.
Closure Time: 8:00 a.m. – 8:00 p.m.

Event: **Youth in Arts Community Festival of Creativity**

Date(s): **May 17, 2025** (Saturday)

Closure

Location(s): C Street: Third Street to Fourth Street

Event Time: 11:00 a.m. – 4:00 p.m.
Closure Time: 7:30 a.m. – 5:30 p.m.

Event: **San Rafael Porchfest**

Date(s): **September 21, 2025** (Sunday)

Closure

Location(s): Bayview Street: D Street to Clark Street
San Rafael Avenue: D Street to Clark Street
Marin Street: San Rafael Avenue to Ross Street
Clorinda Street: Clark Street to Marin Street

Event Time: 12:00 PM – 5:00 PM
Closure Time: 9:00 AM – 6:00 PM

Specific street closure times are subject to change and will be determined by City staff as needed for the safety of the event.

COMMUNITY OUTREACH:

The public will be notified of the street closures through a variety of outlets, such as public service messages, event posters, email, electronic signage, and official City of San Rafael social media accounts.

FISCAL IMPACT:

The costs and fees associated with the Police Department, Department of Public Works, and Parking Services will be assessed and reimbursed by event applicants. If an applicant requests a fee reduction or waiver, City staff will evaluate the fiscal impact on each department, considering past practices and the City's support for community events. Additionally, City staff are in the process of developing a formal application process for fee reductions and waivers for future events.

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:

Staff recommend that the City Council adopt a resolution authorizing the temporary closure of streets in San Rafael for special events.

ATTACHMENTS:

1. Resolution

RESOLUTION NO.

RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF STREETS IN SAN RAFAEL FOR SPECIAL EVENTS

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 four special events in San Rafael; and

WHEREAS, after reviewing plans for the events 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 downtown area, the streets should be temporarily closed to through traffic for the dates and locations as specified in the Staff Report; and

WHEREAS, the specific time periods for the temporary closures 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 the listed street for the locations and date described in the Staff Report accompanying this Resolution.

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 7th day of April 2025 by the following vote, to wit:

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

Lindsay Lara, City Clerk