



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Police Department

Prepared by: Alex Holm, Lieutenant

City Manager Approval: _____

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TOPIC: APPROVAL FOR SPECIAL EVENT STREET CLOSURES IN SAN RAFAEL

SUBJECT: RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF STREETS IN SAN RAFAEL FOR SPECIAL EVENTS FOR CALENDAR YEAR 2023

RECOMMENDATION: Adopt a resolution authorizing the temporary closure of streets in San Rafael for special events for Calendar Year 2023.

BACKGROUND:

The San Rafael Municipal Code requires City Council approval of all special events which necessitate the temporary closure of City streets and temporary parking restrictions. 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 when, in the opinion of local authorities having jurisdiction or a public officer or employee that the local authority designates by resolution, the closing is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing. As of March 2023, there are eight (8) special events in the planning process which require street closures and/or parking restrictions; many of which involve closure of Downtown streets.

Advance approval for the majority of events will streamline the approval process without sacrificing City input and control. If approval is granted for the stated events, City staff will continue to process all event applications as in previous years. Event producers will be required to submit a Special Event Application, fulfill insurance requirements indemnifying the City from liability associated with the event, and provide detailed information regarding operation, logistics, and activities included in the event. The permitting process includes street closure diagrams, traffic control plans, and more, which we use to develop internal plans. The City Staff will ensure event organizers effectively manage community notifications of potential event impacts as well as associated street closures. Staff recommends that the City Council approve these special event street closures for the year 2023.

ANALYSIS:

The eight special event street closures are as follows:

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

Downtown Events Impacting Fourth Street:

Event: **May Madness Car Show and Parade**
Date(s): **May 6, 2023** (Saturday)
Closure Location(s): Fourth Street: D Street to Lincoln Avenue
A Street: Fourth Street to Fifth Avenue
B Street: Third Street to Fifth Avenue
C Street: Fourth 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

Parade Closure:
Fourth Street: H Street to Lincoln Avenue

Event Time: 12:00 PM – 6:00 PM
Closure Time: 8:00 AM – 8:00 PM

Event: **Taste of San Rafael Awards Event / State of the City**
Date(s): **May 10, 2023** (Wednesday)
Closure Location(s): Fourth Street: A Street to Lootens Place
Event Time: 5:00 PM – 8:00 PM
Closure Time: 4:00 PM – 9:00 PM (estimated)

Event: **Sunset Criterium**
Date(s): **August 26, 2023** (Saturday)
Closure Location(s): Fourth Street: A Street to C Street
Fifth Avenue: C Street to A Street
C Street: Fourth Street to Fifth Avenue
A Street: Fifth Avenue to Fourth Street

Event Time: TBD
Closure Time: TBD

Event: **Downtown Farmers Market**
Date(s): Thursdays from **June 1 to August 31, 2023**

Closure Location(s): Fourth Street: A Street to Lootens Place

Event Time: 5:30 PM – 8:30 PM
Closure Time: 4:00 PM – 10:00 PM

Detailed Dates:

June 1 (Thu)	June 8 (Thu)	June 15 (Thu)
June 22 (Thu)	June 29 (Thu)	July 6 (Thu)
July 13 (Thu)	July 20 (Thu)	July 27 (Thu)
August 3 (Thu)	August 10 (Thu)	August 17 (Thu)
August 24 (Thu)	August 31 (Thu)	

Downtown Events Impacting Other Streets:

Event: **Youth in Arts Annual Fundraiser**

Date(s): **May 20, 2023** (Saturday)

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

Event Time: 10:30 AM – 4:30 PM
Closure Time: 7:30 AM – 7:00 PM

Events impacting Point San Pedro Road:

Event: **Marin Road Race**

Date(s): **July 9, 2023** (Sunday)

Location: Point San Pedro Road: Riviera Drive to Marin Bay Park Court

Event Time: TBD
Event Time: TBD

Event: **Marin Endurance Festival**

Date(s): **October 28, 2023** (Saturday) AND
October 29, 2023 (Sunday)

Closure Location(s): Point San Pedro Road: Riviera Drive to Biscayne Drive

Event Time: TBD
Closure Time: TBD

Events Impacting Gerstle Park Neighborhood:

Event: **San Rafael Porchfest**

Date(s): **September 17, 2023** (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 Clayton Street
Clorinda Street: Main Street to Clark Street

Event Time: TBD

Closure Time: TBD

Specific street closure times are subject to change, will be determined by City staff and the Police Department Traffic Sergeant as needed for each event day schedule, and will be noticed to the public.

COMMUNITY OUTREACH:

Merchants, businesses, residents, and the general public are notified of the street closures through a variety of outlets, including mailed notices, public service messages, event posters, email, signage, community organizations, and official City of San Rafael social media accounts.

FISCAL IMPACT:

Pursuant to the current City policy, Police, Public Works, and Parking Services fees and/or costs will be assessed and reimbursed by the event organizer unless directed otherwise.

OPTIONS:

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

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

RECOMMENDED ACTION:

Adopt resolution.

ATTACHMENTS:

1. Resolution Authorizing the Temporary Closure of Streets in San Rafael for Special Events for Calendar Year 2023

RESOLUTION NO.

RESOLUTION OF THE SAN RAFAEL CITY COUNCIL AUTHORIZING THE TEMPORARY CLOSURE OF STREETS IN SAN RAFAEL FOR SPECIAL EVENTS FOR CALENDAR YEAR 2023

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 special events in San Rafael and nearby neighborhoods; 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 streets for the locations and dates 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 3rd day of April 2023 by the following vote, to wit:

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

Lindsay Lara, City Clerk