



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 "DINING UNDER THE LIGHTS," A SPECIAL EVENT SERIES ON FOURTH STREET.

RECOMMENDATION: Adopt a resolution authorizing the temporary closure of streets in San Rafael for "Dining Under the Lights," a special event series on Fourth Street.

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.

On April 3, 2023, City Council approved eight (8) special event road closures. As of April 7, 2023, there is one additional special event in the planning process which requires downtown area street closure and parking restrictions. An application was received for the event, "Dining Under the Lights", occurring the second Friday of the month from May 12 to October 13, 2023. Additional Thursday or Friday evenings may be added for Dining Under the Lights based on demand or in conjunction with the Downtown Farmers Market. Additional dates will be evaluated by City Staff for prior to approval.

If approval is granted for the stated event street closure, City staff will continue to process the event application. 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. 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 the listed street closure.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

ANALYSIS:

One special event series requiring street closure as follows:

Downtown Events Impacting Fourth Street:

Event: **Dining Under the Lights**

Date(s): Second Friday of the month from **May 12 to October 13, 2023**

Closure Location(s): Fourth Street: C Street to D Street
Fourth Street: C Street to D Street
Fourth Street: B Street to A Street
Fourth Street: Lootens Place to Lincoln Avenue
Cijos Street: Commercial Place to Fourth Street
B Street: Third Street to Fourth Street

Event Time: 6:00 PM – 10:00 PM

Closure Time: 5:00 PM – 11:00 PM

Detailed Dates: May 12 (Fri) June 9 (Fri) July 14 (Fri)
August 11 (Fri) September 8 (Fri) October 13 (Fri)

Notes: Additional Thursday or Friday evenings may be added for Dining Under the Lights based on demand or in conjunction with the Downtown Farmers Market (Dates TBD).

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

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 closure.
2. Adopt resolution with modifications.
3. Direct staff to return with more information.
4. Take no action.

RECOMMENDATION: Adopt a resolution authorizing the temporary closure of streets in San Rafael for “Dining Under the Lights,” a special event series on Fourth Street.

ATTACHMENTS:

1. Resolution

RESOLUTION NO.

RESOLUTION OF THE SAN RAFAEL CITY COUNCIL AUTHORIZING THE TEMPORARY CLOSURE OF STREETS IN SAN RAFAEL FOR DINING UNDER THE LIGHTS, A SPECIAL EVENT SERIES ON FOURTH STREET.

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 17th day of April 2023 by the following vote, to wit:

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

Lindsay Lara, City Clerk