

## Legislation Text

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**PREPARED BY:** ANDREA MENDEZ

**DATE OF MEETING:** 04/17/17

**SUBJECT:**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING (1) THE TEMPORARY CLOSURE OF STREETS FOR THE 2017 CINCO DE MAYO PARADE AND CELEBRATION; (2) WAIVER OF TRAFFIC CONTROL FEES; (3) PROVISION OF POLICE, RECREATION AND PUBLIC WORKS STAFF TO SUPPORT EVENT; (4) PROVISION OF A \$7,000 EVENT SPONSORSHIP; AND (5) DESIGNATION OF THE CITY OF SAN PABLO-MANZANILLO SISTER CITY COMMITTEE AS FISCAL AGENT

**RECOMMENDATION**

Adopt Resolution

**COMPLIANCE STATEMENTS**

**Council Priority Work plan**

The Cinco de Mayo Annual Event is an adopted policy item contained in the FY 2015-2017 Council Priority Workplan, effective October 1, 2016.

**CEQA Compliance Statement**

This is not a project as defined by CEQA.

**BACKGROUND**

Community members from the City of San Pablo and the City of Richmond formed a Cinco de Mayo Parade Event Committee and have been coordinating this year's Cinco de Mayo Parade to be held on Saturday, May 6, 2017. The parade is scheduled to begin at 10:00 a.m. at the corner of 24<sup>th</sup> Street and Barrett Avenue in the City of Richmond. From there, it will travel westbound on Barrett Avenue to northbound on 23<sup>rd</sup> Street, then turn east onto Market Avenue. After a total distance of approximately two miles, the parade will terminate at Saint Paul's School with parking available at the San Pablo City municipal parking lot. It is expected to be completed in three hours but the event is slated to end at 5pm. This annual multi-cultural event will include musicians, dance groups, youth sports teams, classic cars, local dignitaries and is specifically designed as a complimentary event to the Saint Paul's celebration.

Due to the expected increase in the size of the parade, the City expects that all lanes of traffic will be utilized. Road closures will only be for the length of time it takes for the parade to pass. A small portion of Dover Avenue adjacent to Saint Paul's Church will be closed during the celebration. In addition, it is necessary to close a section of 23<sup>rd</sup> Street (between Market Avenue and Dover Avenue) to store horse trailers during the duration of the parade. Insurance, aid stations, event monitors and bathroom facilities will be provided by the Event Committee. The Cinco de Mayo Parade Event Committee requests a waiver of all related traffic control fees as well as the use of the Senior Center parking lot during the day of the event. City staff will close the regularly scheduled Bingo at the San

Pablo Senior Center to accommodate the request for use of the parking lot. San Pablo Public Works will be responsible for barricading streets for this event.

This item was presented to the City Council Community Services Standing Committee on Tuesday, April 11, 2017 for their review. The Committee supported the Recommendation moving forward to the full City Council.

**Annual Event Sponsorship:**

The City received a written request from the Event Committee Co-Chairs dated January 30, 2017 that outlined the details of being a major sponsor for the event. Also in the letter the Co-Chairs were seeking for the City of San Pablo's continued support and ongoing sponsorship for celebrating this event. None of the event sponsorship funds authorized by the City Council will be used for religious purposes.

**Fiscal Agent for Event:**

As requested by the Event Committee, the City Manager will designate the San Pablo Manzanillo Sister City Committee to be authorized as the event's Fiscal Agent, which is a local 501(c)(3) organization.

**FISCAL IMPACT**

Funding of \$30,000 is already approved in the Major Community Events account of the adopted FY 2016/17 City Council Departmental Budget (100-1110-44050-CIN-CO1). This budgeted amount includes a direct sponsorship payment of \$7,000 and \$23,000 of in-kind City services (i.e. Police, Public Works, and Community Services) to support the 2017 Cinco de Mayo Annual Parade event.

**Attachments:**

- A. Road Closure 23<sup>rd</sup> Street and Market Avenue (Parade Route)
- B. Festival/Event Layout
- C. Horse Trailer Road Closure
- D. Support Request Letter from Committee Co-Chairs