CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: **Department of Transportation**

AGENDA DATE: **March 1, 2011**

CONTACT PERSON/PHONE: **Mirian Spencer (915) 541-4482, spencermd2@elpasotexas.gov**

DISTRICT(S) AFFECTED: 8

SUBJECT:
A Resolution that Special Events Management and SMG F & B of Texas, LLC be authorized to provide for the sale and service of alcoholic beverages at the El Paso Downtown Mardi Gras in the closed portions of City rights-of-way on Main Street between Santa Fe Street and El Paso Street, Arts Festival Plaza, and Sheldon Court between Mills Avenue and Santa Fe Street from 5:00 pm Saturday, March 5, 2011 to 2:00 am Sunday, March 6, 2011. SPL11-00006 (District 8).

BACKGROUND / DISCUSSION:
The Special Events Management and SMG F & B of Texas, LLC are seeking permission to sell and serve alcoholic beverages on the closed portions of City right-of-way during an outdoor block party from 5:00 pm Saturday, March 5, 2011 to 2:00 am Sunday, March 6, 2011. A special privilege permit (SPL11-00006) was approved by the Development Coordinating Committee for the temporary street closure.

As part of the approval process, the applicant has provided insurance, with the City named as co-insured. The applicants are also required to obtain all necessary permits to sell and serve food and beverages. The TABC (Texas Alcoholic Beverage Commission) requires City Council authorization in order to issue a temporary permit for the event.

PRIOR COUNCIL ACTION:
N/A

AMOUNT AND SOURCE OF FUNDING:
N/A

BOARD / COMMISSION ACTION:
The Development Coordinating Committee will consider the special privilege application (SPL11-00006) for the temporary right-of-way closure on February 23, 2011 provided the applicants comply with the requirements in the attached letter.

********************REQUIRED AUTHORIZATION**********************

DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

WHEREAS, Special Events Management (hereinafter referred to as "Grantees") are sponsoring the El Paso Downtown Mardi Gras (hereinafter referred to as "Event"), from Saturday, March 5, 2011 to Sunday, March 6, 2011; and

WHEREAS, SMG F&B of Texas, LLC (hereinafter referred to as "Licensee") has been approved by the Grantee to provide for the sale and service of alcoholic beverages during the Event; and

WHEREAS, the Grantees have received administrative approval for a Special Privilege Permit for the use and closure of City rights-of-way for more than twenty-four (24) hours for portions of City rights-of-way on Main Street between Santa Fe Street and El Paso Street, Arts Festival Plaza, and Sheldon Court between Mills Avenue and Santa Fe Street, in conjunction with the proposed Event; and

WHEREAS, the City is not a sponsor of the Event and the Grantees assume full responsibility for the planning, coordination, management and production of the Event; and

WHEREAS, both the Grantee and Licensee desire to provide for the sale and serving of alcoholic beverages on a portion of the City right-of-way during the Event;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Grantee and Licensee be authorized to provide for the sale and service of alcoholic beverages at the El Paso Downtown Mardi Gras in the closed portions of City rights-of-way on Main Street between Santa Fe Street and El Paso Street, Arts Festival Plaza, and Sheldon Court between Mills Avenue and Santa Fe Street from 5:00 pm Saturday, March 5, 2011 to 2:00 am Sunday, March 6, 2011.

ADOPTED this _____ day of March 2011.

THE CITY OF EL PASO

_____
John F. Cook, Mayor

ATTEST:

_____
Richarda Duffy Momsen,
City Clerk

APPROVED AS TO FORM:

Mark Shoesmith
Assistant City Attorney

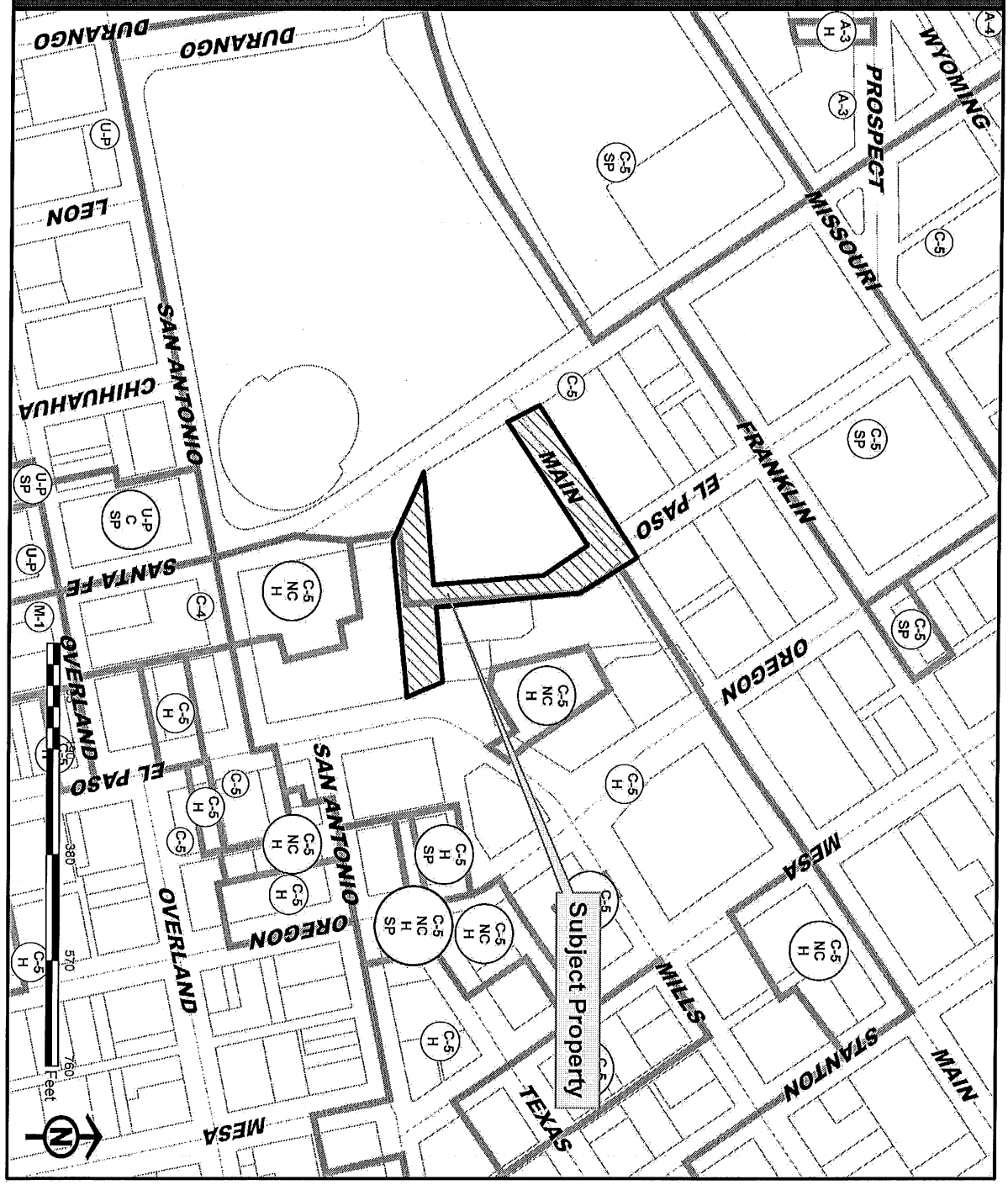
APPROVED AS TO CONTENT:

Daryl W. Cole
Director, Department of Transportation

62268 MSHO 2/11

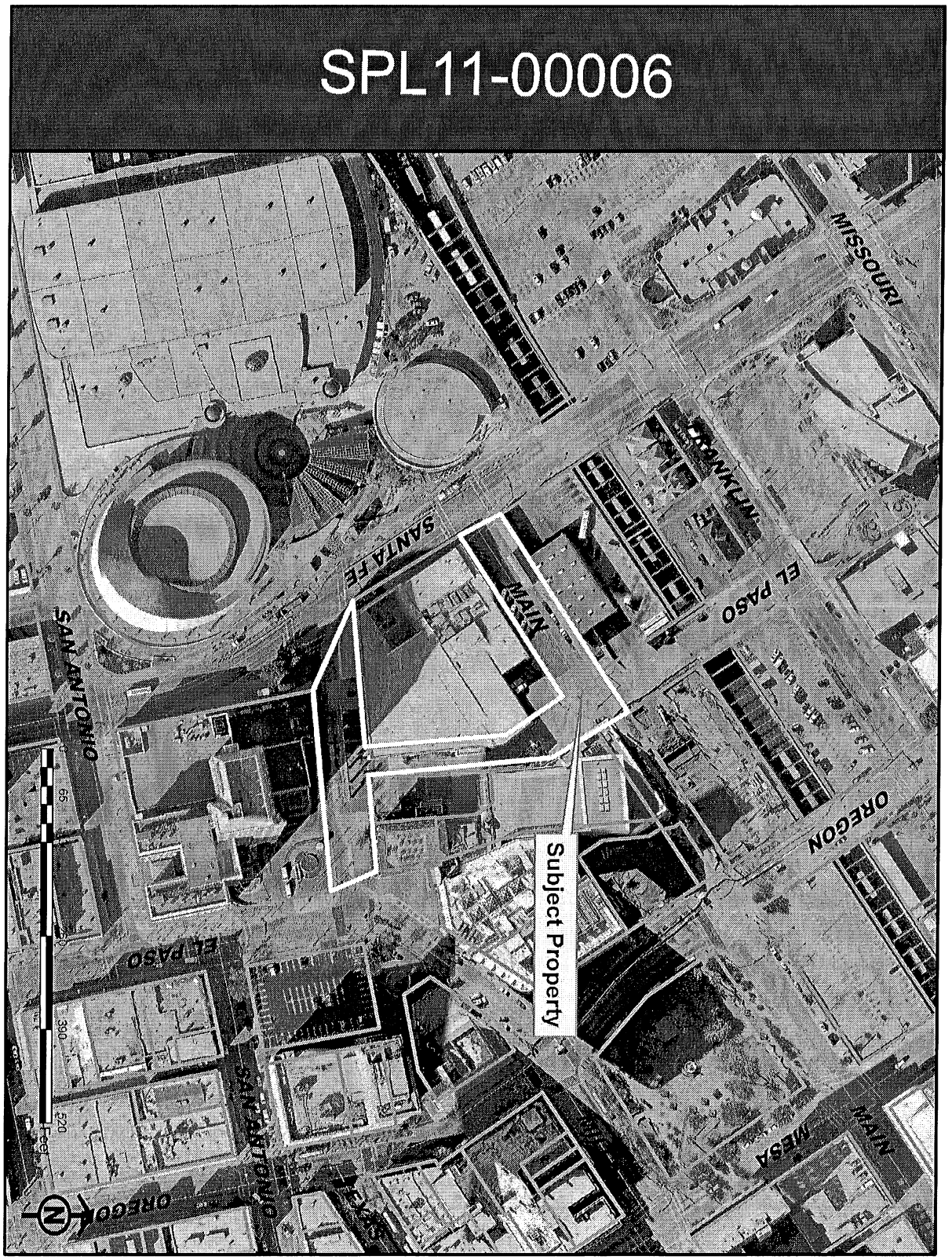
LOCATION MAP

SPL11-00006



Department of Transportation
Daryl Cole, Director
2 Civic Center Plaza – 6th Floor · El Paso, Texas 79901 · (915) 541-4050 · Fax (915) 541-4050

AERIAL MAP



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February 23, 2011

Special Events Management, LLC
4180 N. Mesa
El Paso, Texas 79902
Attn: Brad DuBow

Re: SPL11-00006, an outdoor block party from 7:00 am Saturday, March 4, 2011 to 3:00 pm Sunday, March 6, 2011.

The Development Coordinating Committee (DCC) on February 23, 2011 considered a request for a temporary right-of-way closure for less than 24 hours on portions of City rights-of-way along Durango Street between San Antonio Street and San Francisco Street; portions of San Francisco Street; portions of the alley between Durango Street and Anthony Street; portions of Western Street between Durango Street and Anthony Street, a portion of Anthony Street between San Antonio Avenue and San Francisco Street and a portion of San Antonio Avenue between Durango Street and Anthony Street for less than 24 hours from 3:00 pm Tuesday, March 8, 2011 to 3:00 am Wednesday, March 9, 2011.

The following will be required during the event:

1. No less than six feet of unobstructed pedestrian access be provided along right-of way on Durango Street and San Francisco Street at all times.
2. Fencing may not be located within the six feet of unobstructed pedestrian access.
3. Emergency access shall be provided in the portions of right-of-way located on San Antonio Avenue.

The applicants shall comply with the following requirements during the event:

- First Aid stations and portable toilets will be required for the event.
- All traffic control mechanisms must be installed as proposed in the approved Traffic Control Plan.
- Permittees are responsible for installation and removal of all traffic control devises.
- Drainage systems in the area must remain unimpeded. No perforations may be done to the sidewalks and pavement within public rights-of-way.
- Coordinate with El Paso Fire Department Fire Marshall's Office, Permits Section. Jorge Sanchez at (915) 771-1090.
- A for-use increased fire occupancy permit will be required for the event. Fire Marshall Guards may be required for the event. Permittees will be responsible for any applicable fees related to Fire Occupancy and Fire Marshal Fire Guard requirements.
- Fire apparatus access roads shall have an unobstructed (including off-street parking) width of no less than 20 feet.
- Fire hydrants, fire department inlet connections, and fire department control valves shall not be obstructed in any manner to prevent such equipment from being immediately discernible.

- Emergency access will be required for El Paso Water Utilities (EPWU) personnel and vehicle access for emergency repair.

- EPWU meters and manholes, water and sanitary sewer facilities must remain clear and unobstructed for EPWU personnel.

- Must contact Richard Adams of Environmental Services to address garbage removal after the event at (915) 621-6706.

- The permittee shall be responsible for cleaning and removing of all litter and debris left on the roadways, sidewalks, and other public rights-of-way immediately upon the conclusion of the event.

- If the permittee fails to clean and remove all litter and debris within **four** hours of the end of the event, the city may perform such cleaning and the permittee shall be responsible for the costs of the city cleaning. Payment of any city cleaning costs shall be due and payable within **10** days of receipt of the bill from the city comptroller.

- Coordinate with the El Paso Police Department-Central Regional Command Center Lt. Rosalia Cubillos (915) 577-5032 and the Police Area Response (PAR) office Leslie Canada (915) 838-8013 prior to the event.

- The permittee shall coordinate with the Police Department to ensure that there is adequate emergency accessibility to and within the area as well as adequate safety provisions for the event.

- The permittee is responsible for coordinating any requests for on-duty and/or off-duty Police Department personnel with the Auxiliary Support Division of the El Paso Police Department (915) 564-7000.

- Department of Public Health permits are required for food and beverages sold during the event. Applications must be received by the Department of Public Health at least **72** hours prior to the event. Coordinate with the Department of Public Health at (915) 541-4434.

- Coordinate with the Texas Alcoholic Beverage Commission for the sale and service of alcoholic beverages during the event at (915) 834-5860.

Mirian Spencer
Department of Transportation