

DATE: May 4, 2004

TO: CITY CLERK

FROM: Rotary Club of West El Paso
Rick Lobello
913 Totonaca Ln.
El Paso, Texas 79912

CITY CLERK DEPARTMENT
MAY 04 2004 10 10 16

Telephone No. (915) 474-1456
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

May 18, 2004

Item should read as follows:

Rotary Club of West El Paso to hold an Annual Independence Day parade on July 3, 2004 from 9:00 a.m. to 10:30 a.m. Route: Start at Western Hills Methodist Church at 530 Thunderbird, proceed on Thunderbird to Shadow Mountain, turn left on Shadow Mountain to Mesa, turn right on Mesa, proceed on Mesa to Champions Pl., turn right on Champions Pl. and finish at the Coronado High School parking lot at 100 Champions. Approximately 1,500 persons, 50+ vehicles, 50+ animals will take part and 1,500 spectators are anticipated. (District 1) [Rick Lobello]

SPECIAL INSTRUCTIONS:

PERMIT # 04-041

BUILDING PERMITS & INSPECTIONS USE Item No. _____

POLICE DEPARTMENT

FIRE DEPARTMENT

SUN METRO

N/A PARKS DEPARTMENT

ENGINEERING/TRAFFIC

TXDOT

STREET DEPARTMENT

N/A CIVIC CENTER

COMPLETE

REQUEST FOR TEMPORARY USE OF CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES

Fees: \$15.75 One event to take place on one day. [36010119/404123]
\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. **If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)**

(Please type or print)

1. Applicant: Rotary Club of West El Paso
(Person/Organization)

Contact Person: Rick Lobello
Name 913 Totonaca Ln., El Paso 79912 474-1456
Street Number City State Zip Code Telephone No.
Between 8:00 AM - 5:00 PM

2. Type of Event: Annual Independence Day Parade - July 3, 04

- | | |
|--------------------------------------------|----------------------------------------|
| (Moving) | (Stationary) |
| <input checked="" type="checkbox"/> Parade | <input type="checkbox"/> Block party |
| <input type="checkbox"/> Demonstration | <input type="checkbox"/> Bazaar |
| <input type="checkbox"/> Foot Race/Walk | <input type="checkbox"/> Festival |
| <input type="checkbox"/> Bike Race | <input type="checkbox"/> Sidewalk Sale |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Other: _____ |

3. Date of Event: July 3, 2004

Total Time of Event: from 9 am to 10:30 am
(Time) (Time)

Time in which police traffic control services will be needed:
from 8 am to 11 am

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

5/18

4. Approximate number of participants:
1500 Persons 50+ Vehicles 50+ Animals _____ Other Specify: _____

*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: 1,500

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

Rotary Club of West El Paso annual
4th of July parade event

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: _____

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP

Begin at Western Hills Methodist Church at 530 Thunderbird,
Proceed on Thunderbird to Shadow Mountain, turning left on
Shadow Mountain. Proceed down Shadow Mountain and turn
right on Mesa. Proceed southwest to Champion Place.

Location of assembly area, if separate or different: Turn right on Champion Place
ending in Coronado High Parking lot

~~Parking areas of Western Hills Methodist Church and
Coronado Baptist Church.~~

IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6th Floor, 541-4050, for more information.

8. Amplification devices to be used: Yes No

Use permitted only between the hours of 7 a.m. and 10 p.m.

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6th Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

The Rotary Club of West El Paso Requests that the City of El Paso provide the cleaning deemed appropriate.

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

RELEASE: In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Rich Lobell

Signature of Applicant

4/28/04

Date

For Rotary Club of West El Paso
(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

\$15.75 Fee Paid: 0412305-2 05/04/2004 003 11
\$21.00

City Council Hearing: MAY 18, 2004

Copy to:

Police Department
 Fire Department
 Sun Metro
 Parks Department

Engineering-Traffic Div.
 Highway Department
 Street Department
 Civic Center

Comments:

PERMIT

EVENT: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

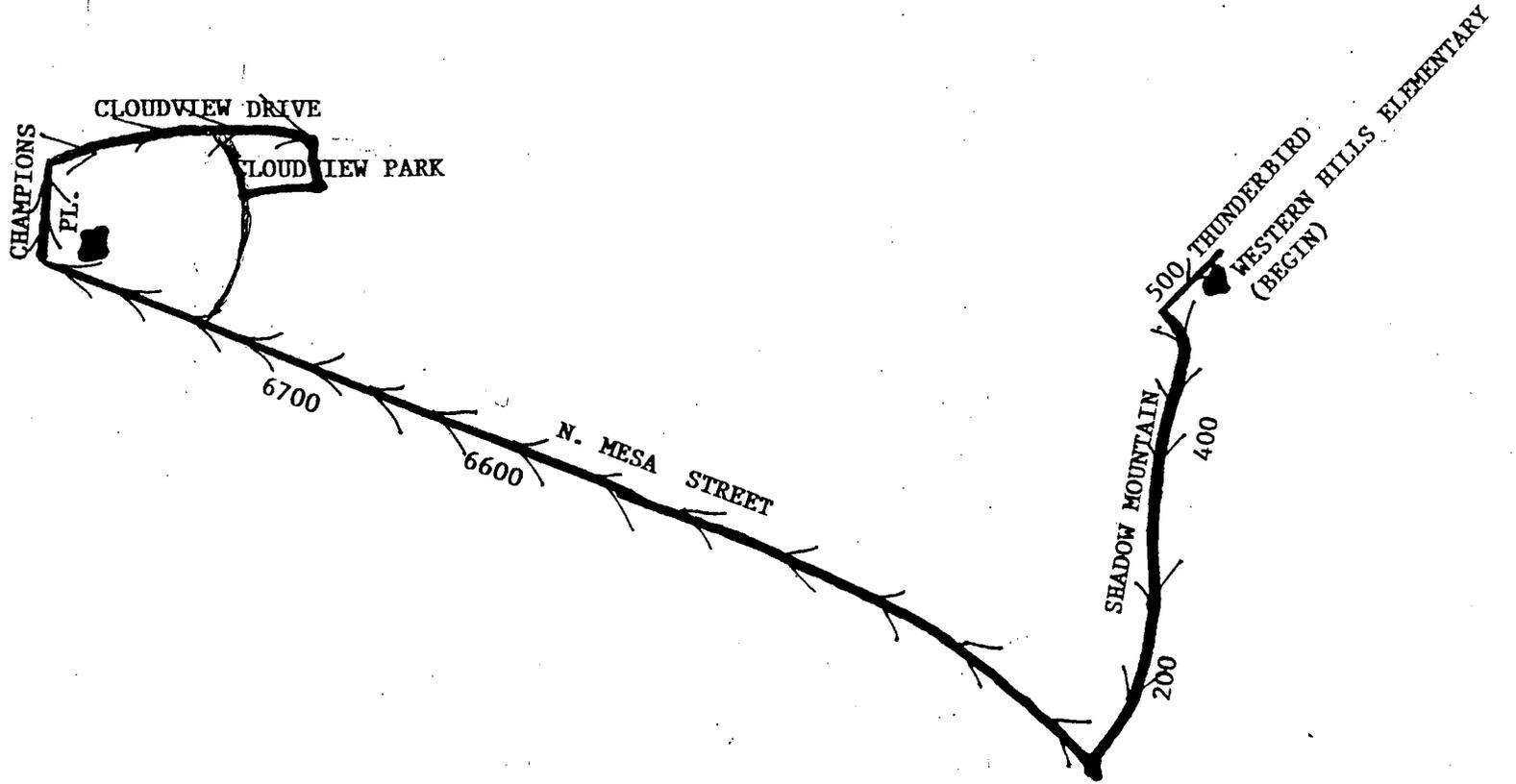
LOCATION 530 THUNDERBIRD, SHADOW MOUNTAIN, MESA, CHAMPION PLACE,
AND CORONADO HIGH SCHOOL PARKING LOT

DATE OF EVENT: JULY 3, 2004 FROM 9:00 A.M. TO 10:30 A.M.

City Council Action: Approved Disapprove Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR



**REQUEST FOR CITY STREET CLEANING SERVICES
TEMPORARY USE OF CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Please note: This request must be submitted not later than fourteen days prior to the date of the event. If you have any questions regarding street cleaning services, please contact the Street Department, 621-6750.

(Please type or print)

1. Applicant:

West Side Rotary Club

(Person/Organization)

Contact Person:

Rick Lobello

913 Totonacc Lane, El Paso, TX 79912

(Mailing Address)

915 - 474 - 1456

(Telephone Number between 8:00 AM - 5:00 PM)

2. Type of Event:

(Moving)

Parade

Demonstration

Foot Race/Walk

Bike Race

Other

(Stationary)

Block Party

Bazaar

Festival

Sidewalk Sale

Other

3. Date of Event:

7-3-04

Total Time of Event:

from 9 am to 10:30 am
(Time) (Time)

4. Proposed Location or Route:

Western Hills Church on Thunderbird to
Shadow Mountain to Mesa and right on

Location of assembly area, if separate or different: Mesa to Coronado High School

Start Western Hills Church

End Coronado High School parking lot

5. Total number of Participants and Spectators: 50 1,500 spec.

6. Type of cleaning requested (check one or both as applicable):

Parade route cleaning during the parade.

Streets, sidewalks, and other right-of-way cleaning immediately upon the conclusion of the parade or temporary event.

I hereby request that the City of El Paso provide the cleaning as checked above, as the City and its employees deem appropriate. I am obligated under Section 13.32.100 of the City Code to keep the parade route and event areas clean of all litter and debris, whether caused by myself, participants, animals in the parade, or spectators to the parade or other event. I agree to pay the City for the costs of such cleaning services when I am billed for such services.

RELEASE: In consideration of the permit for use of city streets, sidewalks, and other places held for public use, and any street cleaning services that may be provided, it is understood that the applicants contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for death, injuries, and damages that may be suffered which arise out of or result from any street or right-of-way cleaning relating to this event.

[Signature]
Signature of Applicant

5-3-04
Date

For West El Paso Rotary Club
(Organization/Sponsor, if any)

Please note: In the event that the City is unable to perform the requested street, sidewalk, and right-of-way cleaning services, you will be notified. Such notices does not relieve you of your obligation under Section 13.32.100 of the City Code to keep the parade route and event areas clean of all litter and debris, whether caused by you, participants, animals in the parade, or spectators to the parade or other event.

V0041137
Revised 07/2002

P.S. What is the projected cost?

May. 4. 2004 10:08AM CITY OF EL PASO

No. 5297 P. 5/6

For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

\$15.75 Fee Paid: 0412305-2 05/04/2004 003 11
\$21.00

City Council Hearing: MAY 18, 2004

Copy to:

- | | |
|----------------------------------------------------------------|--------------------------------------------------------------|
| <input checked="" type="checkbox"/> Police Department | <input checked="" type="checkbox"/> Engineering-Traffic Div. |
| <input checked="" type="checkbox"/> Fire Department <i>ARE</i> | <input checked="" type="checkbox"/> Highway Department |
| <input checked="" type="checkbox"/> Sun Metro | <input checked="" type="checkbox"/> Street Department |
| <input type="checkbox"/> Parks Department | <input type="checkbox"/> Civic Center |

Comments:

PERMIT

EVENT: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

LOCATION 530 THUNDERBIRD, SHADOW MOUNTAIN, MESA, CHAMPION PLACE,
AND CORONADO HIGH SCHOOL PARKING LOT

DATE OF EVENT: JULY 3, 2004 FROM 9:00 A.M. TO 10:30 A.M.

City Council Action: Approved Disapprove Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

\$15.75 Fee Paid: 0412305-2 05/04/2004 003 11
\$21.00

City Council Hearing: MAY 18, 2004

Copy to:

- Police Department
- Fire Department
- Sun Metro
- Parks Department

- Engineering-Traffic Div.
- Highway Department
- Street Department
- Civic Center

Comments:

TRAFFIC HAS NO OBJECTION TO PROPOSED
EVENT. TRAFFIC CONTROL BY POLICE
OFFICERS

C. J. [Signature]
5/11/04

PERMIT

EVENT: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

LOCATION 530 THUNDERBIRD, SHADOW MOUNTAIN, MESA, CHAMPION PLACE,
AND CORONADO HIGH SCHOOL PARKING LOT

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R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

\$15.75 Fee Paid: 0412305-2 05/04/2004 003 11
\$21.00

City Council Hearing: MAY 18, 2004

Copy to:

- Police Department
- Fire Department
- Sun Metro
- Parks Department

- Engineering-Traffic Div.
- Highway Department
- Street Department
- Civic Center

Comments:

Sun Metro has no objection to the parade. Affected routes will be detoured.
L Lujan 5/4/04

PERMIT

EVENT: ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

LOCATION 530 THUNDERBIRD, SHADOW MOUNTAIN, MESA, CHAMPION PLACE, AND CORONADO HIGH SCHOOL PARKING LOT

DATE OF EVENT: JULY 3, 2004 FROM 9:00 A.M. TO 10:30 A.M.

City Council Action: Approved Disapprove Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR



Texas Department of Transportation

13301 GATEWAY BLVD. WEST • EL PASO, TEXAS 79928-5410 • (915) 790-4200

May 5, 2004

Subject: Parade

Control: 1-2

Highway: SH 20

County: El Paso

Mr. Rick Robello
Rotary Club of West El Paso
913 Totonaca Lane
El Paso, Texas 79912

Dear Mr. Robello:

Reference is made to your application of May 4, 2004 requesting use of Mesa for the proposed Rotary Club of West El Paso Annual Independence Day Parade on Saturday, July 3, 2004.

It is not our desire to discourage this activity, but we need to stress the outright danger involved in using state highways for this type of activity. We must, in good judgment, recommend against the use of these highways for the proposed Rotary Club of West El Paso Annual Independence Day Parade. If, after consideration of the danger and liability involved, your organization remains resolute in its intentions, then this department can only suggest you comply with the following guidelines to provide safety for the event:

1. The local authorities, El Paso Police Department, shall provide adequate traffic control throughout portions of the Rotary Club of West El Paso Annual Independence Day Parade. This shall include advance warnings to motorists and motorized escorts by police units to ensure that the traveling public is aware of participants as well as more areas of safety by slowing down motorists.
2. Preparation and termination areas of event shall be located off the highway right-of-way.
3. It is recommended the event proceed in the same direction as the normal traffic flow.

If you have any questions concerning this matter, please contact Mr. Raymond Lucero at (915) 790-4308.

Sincerely,

Edgar E. Fino, P.E.
Traffic Engineer

COPY

For Office Use Only

Event: **ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE**

\$15.75 Fee Paid: **0412305-2 05/04/2004 003 11**
\$21.00 Date

City Council Hearing: **MAY 18, 2004**
Date

Copy To:

- Police Department
- Fire Department
- Sun Metro
- Parks Department

- Traffic & Trans. Dept.
- Highway Department
- Street Department

Comments:

The El Paso Police Department has no objections with this event.

The Department will police the event with 30 officers and 30 vehicles.

Estimated cost to city: \$639.00 Estimated cost to applicant: \$3861.00

PR 04-041

PERMIT

EVENT ROTARY CLUB OF WEST EL PASO INDEPENDENCE DAY PARADE

LOCATION: 530 THURDERBIRD, SHADOW MOUNTAIN, MESA, CHAMPION PLACE, AND CORONADO HIGH SCHOOL PARKING LOT

DATE OF EVENT: JULY 3, 2004 FROM 9:00 A.M. TO 10:30 A.M.

CITY COUNCIL ACTION: Approve Disapprove Approve w/ Mod

Date Permit Issued: _____ Permit No.: _____

Building Permits & Inspections Director

JOE WARDY
MAYOR



CITY COUNCIL

SUSAN AUSTIN
DISTRICT NO. 1

ROBERT A. CUSHING, JR.
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO
DISTRICT NO. 3

JOHN COOK
DISTRICT NO. 4

DANIEL S. POWER
DISTRICT NO. 5

PAUL J. ESCOBAR
DISTRICT NO. 6

VIVIAN ROJAS
DISTRICT NO. 7

ANTHONY COBOS
DISTRICT NO. 8

THIS IS NOT A PERMIT

May 13, 2004

Rotary Club of West El Paso
Rick Lobello
913 Totonaca Ln.
El Paso, Texas 79912

FROM: BUILDING PERMITS & INSPECTIONS

SUBJECT: Application for use of City Streets/Sidewalks (in connection with a Parade, Walk, Run, etc.)

THIS IS ONLY A RECOMMENDATION FROM BUILDING PERMITS & INSPECTIONS TO THE MAYOR AND COUNCIL, THEY WILL MAKE FINAL DETERMINATION AT THE CITY COUNCIL MEETING, MAY 18, 2004 AT 9:00 A.M. WE RECOMMEND A REPRESENTATIVE BE PRESENT TO ANSWER ANY QUESTIONS THAT CITY COUNCIL MAY HAVE.

REQUEST:

Rotary Club of West El Paso to hold an Annual Independence Day parade on July 3, 2004 from 9:00 a.m. to 10:30 a.m. Route: Start at Western Hills Methodist Church at 530 Thunderbird, proceed on Thunderbird to Shadow Mountain, turn left on Shadow Mountain to Mesa, turn right on Mesa, proceed on Mesa to Champions Pl., turn right on Champions Pl. and finish at the Coronado High School parking lot at 100 Champions. Approximately 1,500 persons, 50+ vehicles, 50+ animals will take part and 1,500 spectators are anticipated. (District 1) [Rick Lobello] Permit No. 04-041

RESPONSES:

NO OBJECTIONS FROM FIRE AND TRAFFIC/ENGINEERING. SUN METRO HAS NO OBJECTION TO THE PARADE. AFFECTED ROUTES WILL BE DETOURED. TX-DOT FORM LETTER. THE EL PASO POLICE DEPARTMENT HAS NO OBJECTIONS WITH THIS EVENT. THE DEPARTMENT WILL POLICE THE EVENT WITH 30 OFFICERS AND 30 VEHICLES. ESTIMATED COST TO CITY: \$639.00 ESTIMATED COST TO APPLICANT: \$3861.00. THE OFFICE OF BUILDING PERMITS & INSPECTIONS RECOMMENDS APPROVAL.

R. ALAN SHUBERT, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR