

DATE: October 19, 2004

TO: CITY CLERK

04 OCT 21 11:11

FROM: Mexican Consulate  
Victor M. Trevino  
910 E. San Antonio  
El Paso, Texas 79901

Telephone No. (915) 532-5540  
(8:00 AM – 5:00 PM)

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

October 26, 2004

Item should read as follows:

Mexican Consulate to block off San Antonio between Virginia and St. Vrain on November 2, 2004 from 6:00 p.m. to 8:30 p.m. for a Day of the Dead ceremony. Approximately 30 persons will take part and 200-300 spectators are anticipated. Barricades must be manned according to the State's "Manual of Uniform Traffic Devices." (District 8) [Victor M. Trevino]

SPECIAL INSTRUCTIONS:

PERMIT #04-144

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**BUILDING PERMITS & INSPECTIONS USE** Item No. \_\_\_\_\_

POLICE DEPARTMENT

FIRE DEPARTMENT

SUN METRO

~~N/A~~ PARKS DEPARTMENT

ENGINEERING/TRAFFIC

~~N/A~~ TXDOT

~~N/A~~ STREET DEPARTMENT

~~N/A~~ CIVIC CENTER

COMPLETE

OCT 18 2004

# 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:

Mexican Consulate  
(Person/Organization)

Contact Person:

Victor M. Trevino

Name

910 E. San Antonio El Paso Tx 79901 (915) 532-5540

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event:

Day of The Dead (Dia de Muertos)

(Moving)

Parade

Demonstration

Foot Race/Walk

Bike Race

Other: Ceremony

(Stationary)

Block party

Bazaar

~~Festival~~

Sidewalk Sale

Other: \_\_\_\_\_

3. Date of Event:

November 2nd, 2004

Total Time of Event:

from 6:00 to 8:30 pm  
(Time) (Time)

Time in which police traffic control services will be needed:

from 6:00 to 8:30 pm.

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.

10/26

30  
4. Approximate number of participants:  
~~200~~ Persons \_\_\_\_\_ Vehicles \_\_\_\_\_ 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: 200-300

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

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**

Temporary closing of the San Antonio Ave  
between Virginia and St. Vrain,  
(In front of the Mexican Consulate.)

Location of assembly area, if separate or different:  
\_\_\_\_\_

**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, 6<sup>th</sup> 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, 6<sup>th</sup> 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:

self cleaning

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.

Signature of Applicant [Signature]

Date Oct. 18, 2004

For Mexican Consulate  
(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: MEXICAN CONSULATE DAY OF THE DEAD CEREMONY

\$15.75 Fee Paid: 620040000000000541  
\$21.00

City Council Hearing: OCTOBER 26, 2004

Copy to:

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

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

Comments:

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PERMIT

EVENT: MEXICAN CONSULATE DAY OF THE DEAD CEREMONY

LOCATION BLOCK OFF SAN ANTONIO BETWEEN VIRGINIA & ST. VRAIN

DATE OF EVENT: NOVEMBER 2, 2004 FROM 6:00 P.M. TO 8:30 P.M.

City Council Action:  Approved  Disapprove  Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

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

05-0516

STREET

**TRAFFIC CONTROL PLAN**

SHALL COMPLY WITH THE LATEST EDITION OF THE TEXAS  
MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES  
**ONE DAY PERMIT UNLESS NOTED**

CLOSURE DATE: 11/02/04

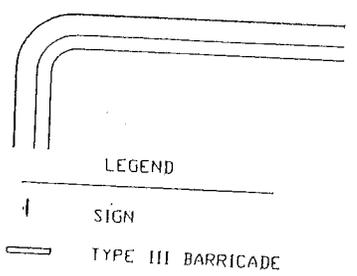
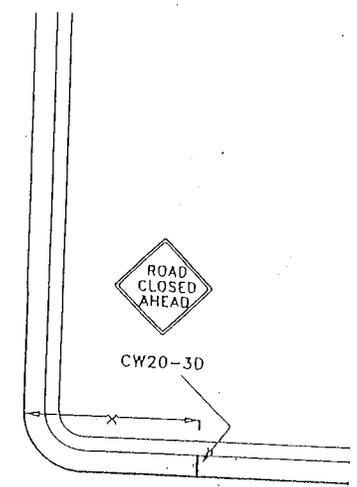
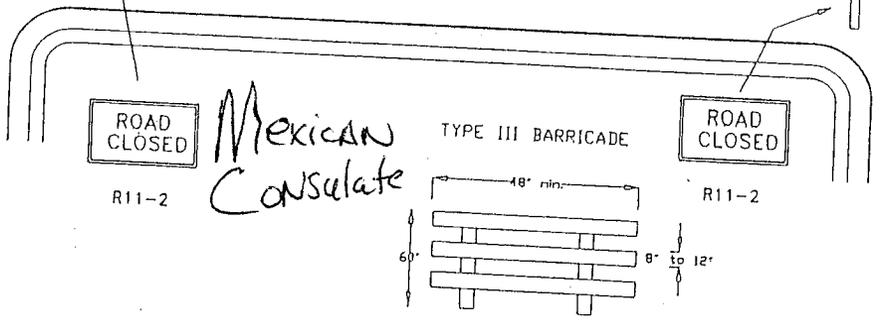
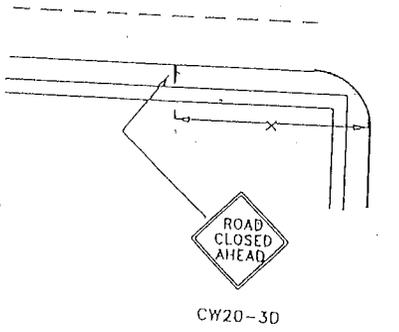
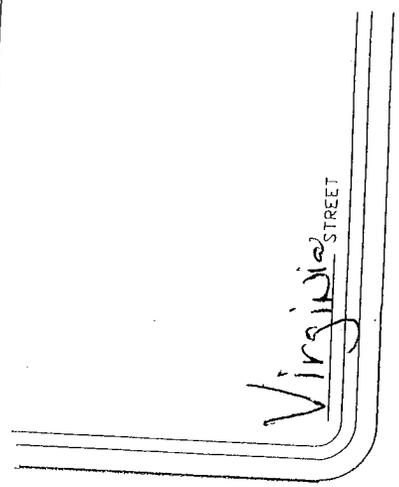
TIME: 6:00 P.M. to 9:00 P.M.

BY: N. CHAVEZ DATE: 10/18/04  
ENGINEERING TRAFFIC DIVISION

**SAN ANTONIO**

ST. VRAIN STREET

STREET



POSTED SPEED (MPH)	"X" SIGN SPACING (FEET)
30	120
35	160
40	240
45	320
50	400
55	500

NOTE: 1. FLASHING WARNING LIGHTS WILL BE USED FOR NIGHT TIME BARRICADING.

APPLICANT'S NAME: MEXICAN Consulate

ADDRESS: 910 E. SAN ANTONIO

TELEPHONE: 915 533 8555

DATE OF CLOSURE: NOV. 2, 2004

PROJECT NAME: TRAFFIC CONTROL PLAN

ENGINEER'S SEAL: \_\_\_\_\_

SCALE: \_\_\_\_\_

DRAWN BY: \_\_\_\_\_

CHECKED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

PROJECT NAME: TRAFFIC CONTROL PLAN

TYPICAL STREET CLOSURE

NEIGHBORHOOD BLOCK PARTY

CITY OF EL PASO ENGINEERING

SHEET TITLE: \_\_\_\_\_

SHEET: \_\_\_\_\_



SECRETARÍA DE RELACIONES EXTERIORES  
CONSULADO GENERAL DE MÉXICO

Number: 003440

File: EPA 822-8/2/04

El Paso, Texas, October 18th, 2004.

*Mrs. Esther Guerrero  
Planning Department  
El Paso, Texas*

Dear Mrs. Guerrero:

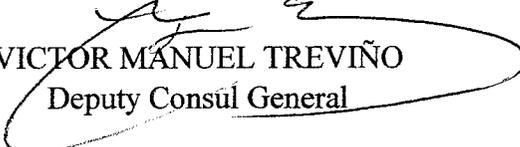
Hereby, in reference to the telephone conversation with Miss Monica Felix, I want to ask for your support for one of the cultural events that this consular office present to the public of El Paso: the Day of Dead.

This event will be carried out the next Tuesday, November 2<sup>nd</sup>, in the facilities of this Consulate General, located at 910 San Antonio, from 6:00 pm through 9:00 pm.

The support would consist of the temporary closing of the street San Antonio (between Virginia and St. Vrain) during the schedules mentioned for security of the assistants, and also that the public benefit of the program which we want to offer.

Thank you in advance for your kind attention to this request,

Yours very truly,

  
VICTOR MANUEL TREVIÑO  
Deputy Consul General

RLG/mefz



10/18/2004  
4:39:20PM

**Receipt #: 620040000000000541**

**Date: 10/18/2004**

Station ID: 6

**Line Items:**

<b>Case No</b>	<b>Tran Code</b>	<b>Description</b>	<b>Revenue Account No</b>	<b>Amount Paid</b>
	BPI_PARADE	Parade Permits - 15.7500 @ \$1.0000	36010119-404123	15.75
<b>Line Item Total:</b>				<b>\$15.75</b>

**Payments:**

<b>Method</b>	<b>Payer</b>	<b>Bank No</b>	<b>Account No</b>	<b>Confirm No</b>	<b>How Received</b>	<b>Amount Paid</b>
Cash					In Person	20.00
Change					In Person	(4.25)
<b>Payment Total:</b>						<b>\$15.75</b>

Oct. 19. 2004 7:15AM CITY OF EL PASO

No. 7389 P. 5

For Office Use Only

Event: MEXICAN CONSULATE DAY OF THE DEAD CEREMONY

\$15.75 Fcc Paid: 620040000000000541

\$21.00

City Council Hearing: OCTOBER 26, 2004

Copy to:

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

Comments:

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PERMIT

EVENT: MEXICAN CONSULATE DAY OF THE DEAD CEREMONY

LOCATION BLOCK OFF SAN ANTONIO BETWEEN VIRGINIA & ST. VRAIN

DATE OF EVENT: NOVEMBER 2, 2004 FROM 6:00 P.M. TO 8:30 P.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

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\$21.00

City Council Hearing: OCTOBER 26, 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 street closure  
Z Lynn 10/19/04

**PERMIT**

EVENT: MEXICAN CONSULATE DAY OF THE DEAD CEREMONY

LOCATION BLOCK OFF SAN ANTONIO BETWEEN VIRGINIA & ST. VRAIN

DATE OF EVENT: NOVEMBER 2, 2004 FROM 6:00 P.M. TO 8:30 P.M.

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

For Office Use Only

Event: MEXICAN CONSULATE DAY OF THE DEAD CEREMONY

\$15.75 Fee Paid: 620040000000000541  
\$21.00

City Council Hearing: OCTOBER 26, 2004

Copy to:

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

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

Comments:

TRAFFIC HAS NO OBJECTIONS TO PROPOSED EVENT. TRAFFIC CONTROL AS PER SUBMITTED PLAN.

ARTURO SANCHEZ (20OCT.2004)

*Arturo Sanchez* 20 Oct 04

PERMIT

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

For Office Use Only

Event: Mexican Consulate Day of the Dead Ceremony

Fee Paid: 6200400000000000541  
 \_\_\_\_\_ Date

City Council Hearing: October 26, 2004  
\_\_\_\_\_ Date

Copy To:

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

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

Comments:

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

The Department will monitor the event as necessary with the district car.

There will be no cost to city or applicant.

04-144

PERMIT

EVENT Mexican Consulate Day of the Dead Ceremony

LOCATION: Block off San Antonio between Virginia & St. Vrain

DATE OF EVENT: November 2, 2004 from 6:00 P.M. to 8:30 P.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**

October 20, 2004

Mexican Consulate  
Victor M. Trevino  
910 E. San Antonio  
El Paso, Texas 79901

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, OCTOBER 26, 2004 AT 9:00 A.M. WE RECOMMEND A REPRESENTATIVE BE PRESENT TO ANSWER ANY QUESTIONS THAT CITY COUNCIL MAY HAVE.

**REQUEST:**

Mexican Consulate to block off San Antonio between Virginia and St. Vrain on November 2, 2004 from 6:00 p.m. to 8:30 p.m. for a Day of the Dead ceremony. Approximately 30 persons will take part and 200-300 spectators are anticipated. Barricades must be manned according to the State's "Manual of Uniform Traffic Devices." (District 8) [Victor M. Trevino] Permit No. 04-144

**RESPONSES:**

NO OBJECTIONS FROM FIRE, SUN METRO, AND TRAFFIC/ENGINEERING. THE EL PASO POLICE DEPARTMENT HAS NO OBJECTION WITH THIS EVENT. THE DEPARTMENT WILL MONITOR THE EVENT AS NECESSARY WITH THE DISTRICT CAR. THERE WILL BE NO COST TO CITY OR APPLICANT. THE OFFICE OF BUILDING PERMITS & INSPECTIONS RECOMMENDS APPROVAL.

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