



Main Street Square, LLC.

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Tuesday, March 27, 2012

To Whom It May Concern:

This letter is regarding the authorization of Main Street Square to execute the closure of 6th Street, west of Main Street Square from Main Street to the railroad tracks, at their discretion. The closure of the street would be done solely by Main Street Square staff and not require city resources, unless arranged in advance through the police department. Furthermore, closures would only be made in conjunction with special events and operations done by Main Street Square.

The parking garage 6th Street approach will remain open for most closures, unless it is deemed necessary to close it. During a closure of the parking garage approach on 6th Street, Main Street Square will place signage about the closure per the police department's instruction and ensure the 5th approach is open.

Main Street Square is solely responsible for the following during a closure:

1. Communicating with the police department on dates and times of closure
2. Placing barricades at the closure
3. Notifying city transportation and businesses effected by the closure
4. Placing signage on parking spaces in advance to inform parkers of closure
5. Arranging the towing of vehicles if necessary
6. Informing the police department on temporary structures

Please let me know if you have any questions. Thank you for your time and consideration.

Sincerely,

Megan Karbowski
Executive Director
Main Street Square