



CITY OF SOUTH BEND

BOARD OF PUBLIC WORKS

July 14, 2026

Nabor Mayorga Zaleta
1721 S. Douglas St.
South Bend, IN 46613

RE: Request for Traffic Control Device – Accessible Parking Space Sign

Dear Nabor:

At its July 14, 2026 meeting, the Board of Public Works **approved** your request for the installation of an accessible parking space sign in front of your home at 1721 S. Douglas St.

Sincerely,
/s/Hillary Horvath
Hillary Horvath, Clerk



BOARD OF PUBLIC WORKS
Request for Approval of
Traffic Control Device(s)

Date: July 14, 2026

I hereby submit the following installation or change of traffic control devices for review:

☒ New Installation	☐ Removal	☐ Revision
☐ Stop Sign	☐ Stop Sign	☐ Stop Sign
☐ Yield Sign	☐ Yield Sign	☐ Yield Sign
☐ Speed Limit, ___ mph	☐ Speed Limit, ___ mph	☐ Speed Limit, ___ mph
☒ Other, List	☐ Other, List	☐ Other, List

Residential Handicapped _____
Parking _____

Location(s): 1721 Douglas Rd

This has been submitted:

- ☒ In response to request by a citizen/ neighbor/ passerby: **Resident**
☐ In response to contracted reconstruction or improvements
☐ In response to developer-provided reconstruction or improvement
☐ In response to an internally-generated concern from

Remarks: Mr. Nabor Mayorga Zaleta has met all the requirements

Submitted by:
(Field Checked 06/18/2026)

Caitlin M Wyant
Caitlin Wyant, EI
Project Engineer

Recommend Approval/Denial:
Reviewed by:

Leslie Biek
Leslie Biek, PE
Assistant City Engineer

☒ APPROVED ☐ DENIED

CITY OF SOUTH BEND, INDIANA
BOARD OF PUBLIC WORKS

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Elizabeth A. Maradik, President

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Breana N. Micou, Member

Hillary R. Horvath
Attest: Hillary R. Horvath, Clerk

Date: July 14, 2026

Distribution:

Bureau of Traffic and Lighting
Police Department Traffic Division

HANDICAPPED PARKING REQUEST

Mr. Nabor Mayorga Zaleta
1721 S Douglas St
Field Checked: 06/18/2026
Field Checked By: Caitlin Wyant, EI



BOARD OF PUBLIC WORKS AGENDA ITEM REVIEW REQUEST FORM

Date	6/18/2026		
Name	Caitlin Wyant, EI	Department	Public Works
BPW Date	7/14/2026	Phone Extension	7483

Required Prior to Submittal to Board

BPW Attorney	☐	Attorney Name	_____
Dept. Attorney	☐	Attorney Name	_____
Purchasing	☐	_____	

Check the Appropriate Item Type – *Required for All Submissions*

☐ Professional Services Agreement	☐ Contract	☐ Proposal
☐ Open Market Contract	☐ Amendment/Addendum	☐ Special Purchase, QPA
☐ Bid Opening	☐ Bid Award	☐ Req. to Advertise
☐ Quote Opening	☐ Quote Award	☐ Reject Bids/Quotes
☐ Proposal Opening	☐ C/O & PCA No. _____	☐ PCA
☐ Chg. Order, No. _____	☒ Traffic Control:	☐ Resolution
	<u>Residential Handicap</u>	
	<u>Parking</u>	
☐ Other: _____		☐ Ease./Encroach
		☐ Title Sheet

Required Information

Company or Vendor Name	☐ Yes ☐ If Yes, Approved by Purchasing		
New Vendor	☐ No		
MBE/WBE Contractor	☐ MBE ☐ WBE	Completed E-Verify Form Attached	☐ Yes ☐ No
Project Name	1721 Douglas Rd Residential Handicap Parking		
Project Number			
Funding Source			
Account No.			
Amount			
Terms of Contract			
Purpose/Description	Recommend Approval		

For Change Orders Only

Amount of	☐	Increase	\$
	☐	Decrease	(\$)
Previous Amount			\$
		Increase	%
Current Percent of Change:		Decrease	(%)
New Amount			\$
		Increase	%
Total Percent of Change:		Decrease	(%)
Time Extension Amount:			
New Completion Date:			