



**CITY OF MONROVIA
MONROVIA OLD TOWN ADVISORY BOARD
AGENDA REPORT**



DEPARTMENT: Public Services

MEETING DATE: October 9, 2018

PREPARED BY: Katie Distelrath,
Recreation Manager

AGENDA LOCATION: AR-1

TITLE: Street Closure Request for Fire Prevention Open House

OBJECTIVE: To request a Street Closure for the Fire Prevention Open House on Saturday, October 13, 2018.

BACKGROUND: The Monrovia Fire Department (MFD) has partnered with the National Fire Prevention Association (NFPA) in an effort to educate the community about fire safety measures. NFPA's mission is to save lives and reduce loss through information and knowledge. An aspect of their public education program includes campaigns that promote community safety. One of NFPA's nationally recognized campaigns is Fire Prevention Week. Last year, the Monrovia Fire Department participated in Fire Prevention Week by visiting the Monrovia elementary schools and hosting an Open House for the Monrovia community. The Open House was hosted on Saturday, October 14, 2017, at Fire Station 101, in Old Town Monrovia, from 10:00 a.m. – 2:00 p.m. MOTAB approved a street closure on Lemon from Fire Station 101 to Ivy from 8:00 a.m. – 4:00 p.m.

ANALYSIS: This year, MFD is partnering with NFPA to provide a similar program. This year's theme is "Look. Listen. Learn." During the week of October 8, 2018, the MFD will visit each Monrovia elementary school and teach the youth about safety techniques related to this year's theme. This year, the MFD would like to host a similar Open House for the community on October 13, 2018. Station 101 will be open to the public from 10:00 a.m. – 2:00 p.m. with demonstrations and activities for all ages.

In order to have sufficient space for the activities, the following Street Closure Request has been submitted:

- Lemon Avenue from Fire Station 101 (141 E. Lemon) to Ivy Avenue
- Street Closure from 8:00 a.m. to 4:00 p.m. to allow for setup and cleanup

Staff believes that the Fall Festival, which will be hosted on the same day from 12:00 p.m. to 6:00 p.m., will benefit from the participants who will attend the Open House. Staff will ensure that cross promotion occurs that day to invite attendees from the Open House into Old Town for the Fall Festival.

AR-1

OPTIONS: Staff has provided the following options for consideration:

1. Recommend approval of the street closures for the October 13, 2018 Fire Prevention Open House.
2. Do not recommend approval of the street closures and/or request more information from Staff.

STAFF RECOMMENDATION: Staff recommends the board approve option No. 1, recommend approval of the street closure request for the October 13, 2018 Fire Prevention Open House.

ACTION: If Board concurs, the appropriate action is a motion to recommend approve the street closure request for the October 13, 2018 Fire Prevention Open House.