



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



**DEPARTMENT:** Community Services

**MEETING DATE:** July 18, 2023

**PREPARED BY:** Tina Cherry, Director

**AGENDA LOCATION:** AR-2

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**TITLE:** Street Closure Request Related to the Monrovia Old Town Derby Event on Saturday, September 9, 2023

**BACKGROUND:** In 2019 and in 2021, Monrovia Old Town Derby (MOTD) hosted their Soap Box Event in Old Town Monrovia. Historically, the event has been held in partnership with the Street Rods Forever Car Show. In 2020, due to the panic, the events were canceled and while this nostalgic event was well received by the community, MOTD organizers selected to not host the event in 2022.

**ANALYSIS:** This year the organizers of the MOTD and the Car Show have selected to hold their events separately. The Derby will be held on Saturday, September 9 and the Car Show will be held on Saturday, October 21.

Staff has reviewed the Special Events Permit Application for the 2023 Derby and has been coordinating with MOTD representatives. MOTD is requesting the street closure on Myrtle Avenue between Palm Avenue and Lemon Avenue as well as the 100 block of West Palm Avenue. All closures are requested from 4:00 a.m. – 6:00 p.m.

In order to reduce the impacts on Old Town, staff and MOTD have discussed and agreed on several conditions. Other conditions may apply:

1. Flyers for the event will be provided to the Old Town merchants by the club for promotional purposes;
2. MOTD will place a car/truck inside the barriers as needed as an extra traffic safety barrier;
3. MOTD will guarantee all trash is properly disposed of in an approved dumpster at the conclusion of the event;
4. Should MOTD wish to use portions of Library Park, a separate application to rent the park will be required;
5. No vehicle will be permitted on the lawn at Library Park as requested;
6. Any outside vendor selling goods; must have a business license with the City of Monrovia;
7. Emergency access on all streets must be maintained;

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8. Restrooms will be provide by MOTD at Lime Avenue;
9. MOTD must notify all impacted businesses and residents (including those on Lime Avenue and Palm Avenue) of the street closure and mitigate concerns to the best of their ability;
10. The City will do our best to provide electricity to support the propose DJ and any other ancillary power needs, however, the City is unable to guarantee all power needs will be met; and
11. No RV Parking will be permitted in the Public Parking Lots.

Staff are awaiting the promotional materials for the event. Once received we will be sure to distribute them to the merchants electronically as well as ask MOTD distribute posters / flyers to Old Town Merchants.

**OPTIONS:** Staff has provided the following options for MOTAB's consideration:

1. Recommend approval of the Monrovia Old Town Derby Event on Saturday, September 9, 2023.
2. Do not recommend approval and direct staff to provide more information.

**STAFF RECOMMENDATION:** Staff recommends the board approve option 1; recommend approval of the Monrovia Old Town Derby Event on Saturday, September 9, 2023.

**ACTION:** If Board concurs, the appropriate action is a motion to recommend approval of the Monrovia Old Town Derby Event on Saturday, September 9, 2023.

MOTD Event Layout

