



## MONROVIA OLD TOWN ADVISORY BOARD AGENDA REPORT



**DEPARTMENT:** Community Services

**MEETING DATE:** May 21, 2024

**PREPARED BY:** Heather Sayers,  
Recreation Supervisor

**AGENDA LOCATION:** AR-1

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**TITLE:** 2024 Monrovia Music Fest Street Closure Request

**BACKGROUND:** The Monrovia Music Fest is a community event that has been offered since 2014 in Library Park. Historically, the Music Fest was offer on the Sunday of Monrovia Days. In 2016, the City, in partnership with the Monrovia Unified School District and Centre Stage, expanded Monrovia Days to a two-day event and the Monrovia Music Festival was moved to the first Sunday of June. In 2020, the COVID – 19 pandemic caused many annual events to be on canceled. After three years, the Monrovia Music Fest is set to return to Library Park on Sunday, June 30.

**ANALYSIS:** Event organizer, Carole Ann Kauffman, submitted a special event permit application for the 2024 Monrovia Music Fest scheduled for Sunday, June 30 from 12:00 to 7:00 p.m. in Library Park. The event will include live music, a beer garden, food, jumpers and kid's activities. This year, Ms. Kauffman has requested to begin her set up on Saturday, June 29 at 5:00 p.m. Staff is approving this request with the condition that she provide sufficient overnight security to reduce any vandalism or risk of public safety.

The street closure request is for Sunday, June 30 and will be from 7:00 a.m. to 9:30 p.m. and includes:

- Lime Avenue (mid-block) from Myrtle Avenue heading west to the first parking lot on the south side of the street. The parking lot on Lime Avenue will remain open.
  - The event organizer has been instructed to outreach to all the businesses on Lime Avenue between Myrtle Avenue and Primrose Avenue to inform them about the event and discuss potential impacts. Furthermore, the event organizer should make every effort to mitigate any reasonable concerns presented by the Lime Avenue businesses.
- Palm Avenue (full block) from Myrtle Avenue to Primrose Avenue.

**OPTIONS:** Staff has provided the following options for consideration:

1. Recommend approval of the 2024 Monrovia Music Fest Street Closure Request.
2. Do not recommend approval of the 2024 Monrovia Music Fest Street Closure Request and request more information from Staff.

# AR-1

**STAFF RECOMMENDATION:** Staff recommends the Board approve Option No. 1, recommend approval of the 2024 Monrovia Music Fest Street Closure Request.

**MOTION:** If the Board concurs, the appropriate action is a motion to recommend approval of the 2024 Monrovia Music Fest Street Closure Request.