



## **Memorandum:**

To: Council, Mayor Davies, Administrator Steinbrecher and Department Heads

From: City Clerk Trevor

Date: August 28, 2019

Re: M.C. Fusion Theatre Request

---

Attached is the request submitted by Monmouth College Theatre to close the 200 block of South Main Street for its 6<sup>th</sup> Annual fusion Fest Theatre Festival to be held on September 21<sup>st</sup> from 5:00 to 10:00 p.m.

They have submitted all the proper paperwork of Liability Insurance, Letters of Approval by the business owners in the 200 block and a map indicating the affected businesses.

**CITY of MONMOUTH**  
100 East Broadway  
Monmouth, IL. 6146  
Ph: 309-734-2141 Fax: 309-734-4943



**CITIZEN/ORGANIZATION ANNUAL REQUEST**

(Requests may be faxed to City Clerk at 309-734-4943)

**CITIZEN/ORGANIZATION:** MONMOUTH COLLEGE THEATRE

**Citizen/Representative:** DOUG RANKIN

**Address:** 700 E. BROADWAY

**E-mail Address:** drankin@monm.edu

**Phone Number:** 309.255.3162

**Event Date and Hours of Event:** 9/21/19 5-10 PM

**Type of Event and Reason for Request:** CLOSE 200 BLOCK OF SOUTH MAIN STREET FOR 6TH ANNUAL FUSIONFEST THEATRE FESTIVAL TO BE HELD IN STREET IN FRONT OF FUSION THEATRE. STAGES WILL BE IN OUR STORE WINDOWS

**Requirements for events** (these requirements must accompany the annual request)

- 1) **Certificate of Liability Insurance – (private citizen or not-for-profit group)**
- 2) **If request includes or affects other citizens, a form signed by such citizens showing their approval is to be brought to meeting. (Ex: blocking off street)**
- 3) **Diagrams or maps, if pertinent to approving the request.**

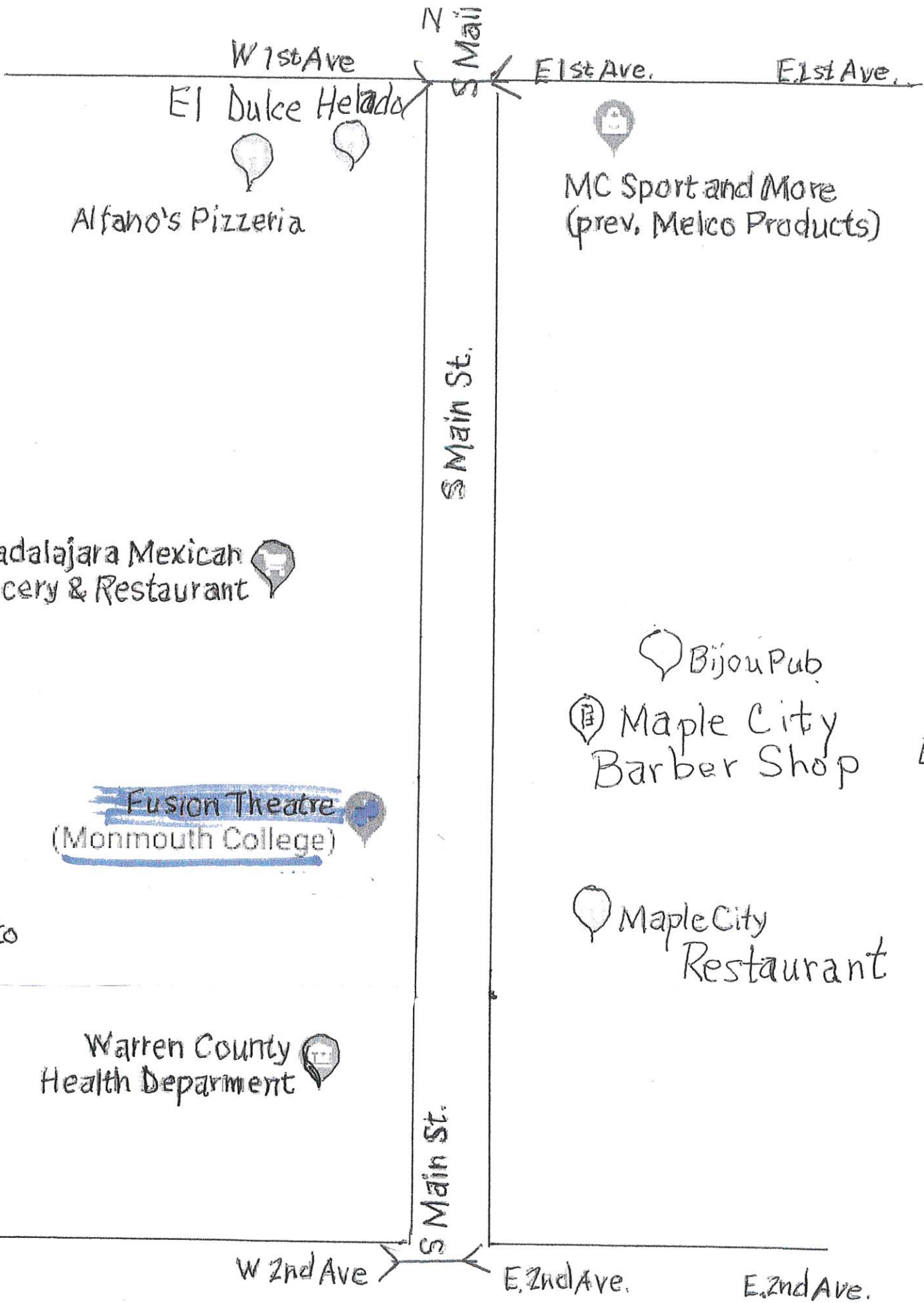
Douglas B Rankin  
Citizen/Organization Representative

8/21/19  
Date

Arsen J. Trevor  
City Clerk

8-28-19  
Date

**PLEASE NOTE:** If there are any changes from the original request other than dates or times, please contact City Clerk's office to determine if it will be necessary to appear at a Council meeting prior to obtaining approval for the requested event.



W 1st Ave

El Dulce Helado

Alfano's Pizzeria

Guadalajara Mexican Grocery & Restaurant

Fusion Theatre  
(Monmouth College)

Warren County Health Department

W 2nd Ave

N

S Main

S Main St.

S Main St.

S

E 1st Ave.

E 1st Ave.

MC Sport and More  
(prev. Melco Products)

Bijou Pub

Maple City Barber Shop

Maple City Restaurant

E 2nd Ave.

E 2nd Ave.

W

Javochito

E