

# MONROVIA OLD TOWN ADVISORY BOARD AGENDA

Monrovia City Hall, City Council Chambers  
415 S. Ivy Avenue, Monrovia, California 91016



**Soren Loft**  
Chair

**Diane Balsamo**  
Boardmember

**Kristin Miller**  
Boardmember

**Alex Reyes**  
Boardmember

**Dominique Strivings**  
Boardmember

## Welcome to the Monrovia Old Town Advisory Board Meeting Tuesday, October 9, 2018, 9:30 A.M.

Thank you for participating in today's meeting. The Monrovia Old Town Advisory Board encourages public participation, and invites you to share your views on City business that falls within its purview.

**MEETINGS:** Regular Meetings of the Monrovia Old Town Advisory Board are held on the second Tuesday of each month at 9:30 A.M. in the City Council Chambers at Monrovia City Hall.

**AGENDA PACKETS:** A full Monrovia Old Town Advisory Board agenda packet with all backup information is available at City Hall and on the City's website at [www.cityofmonrovia.org](http://www.cityofmonrovia.org).

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all Monrovia Old Town Advisory Board meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Board. The City requests that persons addressing the Monrovia Old Town Advisory Board refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE MONROVIA OLD TOWN ADVISORY BOARD,** where possible, please complete a "Speaker Card" and provide it to the Board Secretary along with any written materials you may wish the Board Secretary to distribute to the Monrovia Old Town Advisory Board.

**MATTERS NOT ON THE AGENDA** should be presented during the time designated as "PUBLIC INPUT." By State law, the Monrovia Old Town Advisory Board may not discuss or vote on items not on the agenda.

**MATTERS ON THE AGENDA:** If you wish to address the Monrovia Old Town Advisory Board on a matter on the agenda, please wait until the Chair calls for public comment on that matter.

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Monrovia Old Town Advisory Board. Items on the Agenda have generally been reviewed by the City Staff in advance of the meeting so that the Monrovia Old Town Advisory Board can be fully informed about a matter before making its decision.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office at 626.932.5505. Please notify the City Clerk's Office at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.



**AGENDA  
MONROVIA OLD TOWN ADVISORY BOARD (MOTAB)**

**REGULAR MEETING**

**Tuesday, October 9, 2018  
Monrovia City Hall  
City Council Chambers  
415 S. Ivy Avenue, Monrovia, CA  
9:30 A.M.**

**CONVENE**            Soren Loft, Chair

**SWEARING IN OF NEWLY APPOINTED BOARDMEMBER**

Appoint Alex Reyes for a two (2) year term through June 30, 2020  
**Staff Reference:** Alice Atkins, City Clerk

**ROLL CALL**            Boardmembers Balsamo, Miller, Reyes, Strivings, and Chair Loft

**PRESENTATIONS:**

**PR-1** Introduction of newly hired Management Analyst, Heather Gibson

**CONSENT CALENDAR:**

**CC-1** Unadopted Minutes of the August 14, 2018 Regular Meeting  
**CC-2** Unadopted Minutes of the September 11, 2018 Regular Meeting

**PUBLIC INPUT**

At this time members of the public who wish to speak on any MOTAB business items not on the Agenda should approach the podium on a first come, first serve basis. Please state your name for the record. By State Law, the MOTAB may not discuss or vote on items not on the Agenda.

**ADMINISTRATIVE REPORTS:**

**AR-1 Street Closure Request for the October 13, 2018 Fire Prevention Open House**

**Staff Reference:** Katie Distelrath, Recreation Manager

**Action Required:** If the board concurs, the appropriate action is a motion to recommend approval of the Street Closure Request for the October 13, 2018 Fire Prevention Open House.

**AR-2 Holiday Parade Sponsorship and Street Closure Request**

**Staff Reference:** Rebecca Sandoval, Recreation Superintendent

**Action Required:** If Board concurs, the appropriate action is a motion to recommend approval of the the Holiday Parade Sponsorship and Street Closure Request.

**AR-3 Quarterly Budget Update (Verbal Report)**

**Staff Reference:** Tina Cherry, Public Services Director

**Action Required:** If Board concurs, the appropriate action is a motion to receive and file the Quarterly Budget update.

**AR-4 Reorganization of the Monrovia Old Town Advisory Board**

**Staff Reference:** Katie Distelrath, Recreation Manager

**Action Required:** If Board concurs, the appropriate action is a motion to approve Boardmember Balsamo to the position of MOTAB Vice Chair through June 30, 2019.

**REPORTS FROM STAFF:**

**1. Tina Cherry, Public Services Director**

- a. Update on SB 946, Mobile Vendors
- b. Update on Film Liaison Position

**2. Katie Distelrath, Recreation Manager**

- a. Update on the Holiday Decoration Subcommittee
- b. Update on the Quarterly Merchant Mixer, Wednesday, November 7 at 6:30 p.m.
- c. Update on Marketing Subcommittee
  - a. New Old Town Logo
  - b. Instagram Account
  - c. New Website

**3. Rebecca Sandoval, Recreation Superintendent**

- a. Update on Old Town Monrovia Fall Festival Event
- b. Update on Halloween Candy for Merchants
- c. Notification about Veteran's Day Program, Monday, November 12 at 11:00 a.m.
- d. Update on 4<sup>th</sup> Quarter Advertisement

**OLD TOWN MERCHANT FILM LIAISON REPORT:**

- 1. Feedback from filming on Monday, October 1, 2018

**MONROVIA CHAMBER OF COMMERCE REPORT:**

- 1. Sari Canales, Executive Director
  - a. Small Business Saturday
  - b. Monrovia Insider Dining Guide
  - c. Shop Local Facebook Page

**REPORTS FROM BOARDMEMBERS:**

- (a) Boardmember Balsamo
- (b) Boardmember Miller
- (c) Boardmember Reyes
- (d) Boardmember Strivings
- (e) Chair Loft

**NEXT SCHEDULED MEETING:**

The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for November 13, 2018, 9:30 a.m. in City Council Chambers at Monrovia City Hall, 415 S. Ivy Avenue, Monrovia, CA.

**ADJOURNMENT**