

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA OLD TOWN ADVISORY BOARD  
HELD TUESDAY, DECEMBER 11, 2018**

**CONVENE:** Chair Loft convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, December 11, 2018, at 9:33 a.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Public Services Director Tina Cherry, Recreation Manager Katie Distelrath and Office Administrator Susan Matthews.

**ROLL CALL:** In attendance were Boardmembers Kristin Miller, Alex Reyes, Dominique Strivings, Vice Chair Diane Balsamo, and Chair Soren Loft.

**PRESENTATIONS:**

**PR-1** Introduction of newly hired Administrative Assistant, Adrian Marin

**CONSENT CALENDAR:** The Consent Calendar consisted of the following Agenda items:

**CC-1** Unadopted Minutes of the November 13, 2018, Regular Meeting  
**It was moved by Vice Chair Balsamo, seconded Boardmember Strivings to approve the Minutes of the November 13, 2018 Regular Meeting.** The motion carried unanimously.

**PUBLIC INPUT:** Brian Tindell – Monrovia Resident

**ADMINISTRATIVE REPORTS:** None

**REPORTS FROM STAFF:**

**Tina Cherry, Public Services Director**

- a. **Update on Mobile Vendor/Sign Discussion** – Ms. Cherry reviewed the current ordinance, regulations and history behind sidewalk signage in Old Town. We are looking at signage from a public safety standard and conformity in Old Town. Community Development will bring the request to consider A frame signs in Old Town to Council in 2019. The regulations concerning mobile vending trucks are changing. We can regulate things related to public safety so in 2019 we are looking into regulating; lighting, locations, hours of operation, licensure requirements.
- b. **Film Permit Oversight Transition** – Heather Gibson, Management Analyst for Public Services will take over the film permit oversight at City Hall.
- c. **Update on AB 1826 Organic Recycling** – Alex Tachiki, Senior Management Analyst for Public Works presented an update on AB 1826 Organic Recycling and the programs, training and assistance offered through our franchise agreement with Athens Services.

**Katie Distelrath, Recreation Manager**

- a. **New Year's Eve on Myrtle Update** – Ms. Distelrath provided an update on the activities and timeline for the event. She also reminded the board that all businesses are encouraged to participate in the event.

- b. **Noon Year's Eve Program Notification** - The city will host a free family celebration on December 31 from 10:00 a.m. to 1:00 p.m. in Library Park. There will be crafts, jumpers and a magic show or band.
- c. **Website Update** – Goal is to have the website go live next week. Promotional items will be coming out soon.
- d. **Community Tree Lighting Celebration** – The parade was cancelled this year due to inclement weather conditions. The city will be hosting a tree lighting and community celebration on Wednesday, December 12 from 4:00-6:00 p.m. in Library Park.
- e. **Old Town Merchant Holiday Window Display Decorating Contest** – We have received 6 applications from merchants who want to participate in the contest. We anticipate more applications will be received by the deadline.

## **MONROVIA CHAMBER OF COMMERCE REPORT**

### **Sari Canales, Executive Director**

- a. **Updates** – Ms. Canales shared some upcoming Chamber events and she reported that Small Business Saturday was very busy.

### **REPORTS FROM BOARDMEMBERS:**

- (a) **Boardmember Miller:** Shared her visit to the Studio Movie Grill. Also noted that our Instagram page needs a more personal touch.
- (b) **Boardmember Reyes:** Has encouraged some of his neighbors to put a lock on their trash bins because someone left a sofa in his bin and it is taking up all of the space.
- (c) **Boardmember Strivings:** Shared her visit to Basin 141.
- (d) **Vice Chair Balsamo:** No report.
- (e) **Chair Loft:** Every year they take gently used blankets and jackets to Union Station on Christmas Day. If anyone has items they can drop them off at the Bistro by December 23.

**NEXT SCHEDULED MEETING:** The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, January 8, 2019, 9:30 a.m. in City Council Chambers at Monrovia City Hall, 415 South Ivy Avenue, Monrovia, California.

**AJOURNMENT:** Chair Loft adjourned the meeting at 10:35 a.m.