

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
TUESDAY, AUGUST 13, 2019**

CONVENE: Chair Balsamo convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, August 13, 2019, at 9:32 a.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Community Services Director Tina Cherry, Recreation Manager Katie Distelrath, Recreation Superintendent Rebecca Sandoval, Management Analyst Heather Gibson, and Administrative Assistant Adriana Marin.

ROLL CALL: In attendance were Boardmembers Soren Loft (A/E), Kristin Miller, Dominique Strivings, Vice-Chair Alex Reyes, and Chair Diane Balsamo.

PRESENTATIONS: None

CONSENT CALENDAR: The consent calendar consisted of the following Agenda items:

CC-1 Unadopted Minutes of the July 9, 2019 Regular Meeting. **It was moved by Boardmember Strivings, seconded by Vice-Chair Reyes to approve the minutes of the July 9, 2019, regular meeting.** The motion carried unanimously.

PUBLIC INPUT: Chris Studebaker, Community Volunteer, expressed his support to Monrovia Old Town.

ADMINISTRATIVE REPORTS: None

REPORTS FROM STAFF:

1. Tina Cherry, Community Services Director

- a. Proposed Date for 2019 Holiday Tree Lighting – Presented staff recommendation to host the Holiday Tree Lighting and Parade as two separate events; Holiday Tree Lighting on Tuesday, November 26, 5-8 p.m. and Parade on Thursday, December 5 and asked the Board for feedback.
- b. Budget Update – Ms. Cherry provided a year-end Budget Update for FY18/19 and presented the FY19/20 approved budget including programs and events. Also provided an overview of revenues and expenditures. As of July 1, 2019, the fund balance is \$85,000.
- c. Follow Up on Board Member Comments
 - a. Vintage Stores in Old Town – Vintage sales are allowed in Old Town; Community Development developed a Vintage Merchant Affidavit which articulates the required conditions. The business modified the business permit and signed the affidavit.

2. Katie Distelrath, Recreation Manager

- a. Fall Programming Subcommittee Update - Ms. Distelrath provided a recap on the Fall Festival 2018 and provided staff recommendation to host this year's event on Saturday,

October 12, 12noon-4pm; planned activities include carriage rides, pet adoptions, pet booths, and dog parade. Also discussed the recommended event additions to include photo booths, face painting, scavenger hunt in Old Town, partner with MAFA to include art, Instagram contest, and partner with Pacific Productions to host an Oktoberfest at Library Park. Ms. Distelrath asked the Board for feedback.

- b. Holiday Decorating Subcommittee Update – Ms. Distelrath provided a recap on the Holiday Decorating 2018 and discussed the event upgrades for the 2019 Holiday Decorating to include new bows, candy cane bows, and lighted gift boxes for Christmas trees. A three year contract with The Christmas Light Guy was approved by City Council.

3. Rebecca Sandoval, Recreation Superintendent

- a. Old Town Event Calendar – Presented the community calendar of upcoming events and street closures.
- b. Update on Old Town Monrovia T-shirt Sales – The bins are available for any Boardmember interested in selling T-shirts.

MONROVIA CHAMBER OF COMMERCE REPORT

1. Sari Canales, Executive Director, reported on the new Old Town businesses that are now members of the Monrovia Chamber and announced upcoming events.

REPORTS FROM BOARDMEMBERS:

- a. Boardmember Balsamo - Taste of Old Town is scheduled for Sunday, October 20, 2019.
- b. Boardmember Miller - No report.
- c. Boardmember Reyes - Concerts and dance lessons are going well.
- d. Boardmember Strivings - No report.
- e. Chair Loft - No report.

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, September 10, 2019, 9:30 a.m., in City Council Chambers at Monrovia City Hall, 415 S. Ivy Ave., Monrovia, California.

ADJOURNMENT: Chair Balsamo adjourned the meeting at 10:26 a.m.