

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
TUESDAY, NOVEMBER 10, 2020**

**Pursuant to the Governor's Executive Order N-29-20,
Board members and Staff participate via teleconference.**

In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely. Public comment was accepted by email to Tina Cherry prior to 8:30 a.m. on the day of the meeting.

CONVENE: Chair Reyes convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, November 10, 2020, at 9:30 a.m. via teleconference. In attendance, participating via video conference, were Community Services Director Tina Cherry; Recreation Manager Rebecca Sandoval; Management Analyst Heather Gibson; and Administrative Assistant Adriana Marin.

ROLL CALL: In attendance were Boardmembers Diane Balsamo, Ricardo Jurado, Kristin Miller, and Chair Alex Reyes.

PRESENTATIONS: None

CONSENT CALENDAR: It was moved by Boardmember Balsamo, seconded by Boardmember Jurado to approve the consent calendar. The motion carried unanimously. The consent calendar consisted of the following Agenda item:

CC-1 Unadopted Minutes of the October 13, 2020 Regular Meeting

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 Evaluation of the Pilot Program Related to Outdoor Dining in Old Town – Community Services Director Tina Cherry provided an update on the Pilot Program related to outdoor dining in Old Town and the program expansion on Saturday nights. Staff secured a grant from the San Gabriel Valley of Governments to offset the costs related to the street closures. The Monrovia Police Department will provide additional policing patrol. The pilot program period will be through December 2020.

AR-2 Proposed Relocation of the Friday Night Street Fair to the 500 Block of Myrtle – Community Services Director Tina Cherry discussed the proposed relocation of the Street Fair to the 500 block of Myrtle Avenue. Street closure will include Lemon Avenue to Colorado Blvd. Staff recommendation is to move forward with the relocation effective November 20 and re-evaluate in January 2021.

It was moved by Boardmember Miller, seconded by Boardmember Jurado to extend the Street Fair to the 500 block on Myrtle Avenue for a trial period through January 2021.

REPORTS FROM STAFF:

- 1. Rebecca Sandoval, Recreation Manager**

- a. Fall Program Evaluation – Provided an overview of the Fall programs that included the Fall Carriage Wagon Rides and Halloween Window Display Contest.
- b. Veterans Day Recognition – The Field of Art display program will be held for one week and includes a display of flags at Library Park. The community was invited to participate in sharing thank you messages to veterans.
- c. Winter Programs – The Winter programs included the Click and Treat program; it was posted on Instagram and was a way to support local businesses. The program had 52 participants and two winners. Upcoming Winter programs include the Holiday Window Decorating Contest, Holiday Carriage Rides, and Old Town Merchant greetings on Instagram. The Library will be offering virtual holiday programs. Staff is also working on developing a video of holiday lights and a Santa Tours Holiday Parade at home.

2. Tina Cherry, Community Services Director

- a. The Boardmember recruitment closed on November 9 and interviews are scheduled for November 17. The new member will be sworn in at the December meeting.
- b. Shop Small Business Saturday – The event will be held on Saturday, November 28.
 - i. Staff recommends relocating booth to Lemon Avenue and Myrtle Avenue
 - ii. The booth will include mask giveaways, Old Town t-shirts, and promotion of the Winter programs
 - iii. Aquarela Gift & Flowers will be doing a floral display at a bench at Library Park

MONROVIA CHAMBER OF COMMERCE REPORT

1. Sari Canales, Executive Director

- a. Small Business Saturday will be held on November 28. The event will be promoted on Facebook and social media.
- b. The virtual Monrovia Chamber Beer & Music Festival was a successful event.
- c. The Monrovia Chamber Award honorees will soon be announced and showcased at the virtual event in January.

REPORTS FROM BOARDMEMBERS:

- a. Chair Reyes – Commented on sharing of ideas for separators in Old Town.
- b. Boardmember Balsamo – Commented on Small Business Saturday.
- c. Boardmember Jurado – Commented on the installation of the flags in Old Town.
- d. Boardmember Miller – No report

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, December 8, 2020, 9:30 a.m., Monrovia, California.

ADJOURNMENT: Chair Reyes adjourned the meeting at 10:11 a.m.