

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
TUESDAY, DECEMBER 8, 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, December 8, 2020, at 9:30 a.m. via teleconference. In attendance, participating via video conference, were Community Services Director Tina Cherry; Recreation Manager Rebecca Sandoval; and Administrative Assistant Adriana Marin.

SWEARING IN: City Clerk Alice Atkins swore in new Boardmember Gina Ammon.

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

PRESENTATIONS:

PR-1 Community Services Director Tina Cherry recognized Boardmember Kristin Miller as the recently named Monrovia Chamber of Commerce Pam Fitzpatrick Award Recipient.

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 November 10, 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. Current outdoor dining expansion is on hold due to the Safer at Home Order and is set to expire on December 28. The Pilot Program period was scheduled to run through the end of the calendar year.

It was moved by Boardmember Miller, seconded by Boardmember Balsamo to expand Outdoor Dining in Old town through the first quarter. The motion carried unanimously.

AR-2 Recommendation to Appoint Boardmember Miller to Vice Chair, Filling the Current Vacancy – Community Services Director Tina Cherry recommends to appoint Boardmember Miller to Vice Chair. The recommendation is based on two criteria. First, the Boardmember has at least served a full year of their term. If more than one Boardmember has met this criteria then it is looked at alphabetically. Second, looking at the Boardmember who has had the longest span since last being Vice Chair or Chair.

It was moved by Boardmember Juarado, seconded by Boardmember Balsamo to appoint Boardmember Miller to Vice Chair. The motion carried unanimously.

REPORTS FROM STAFF:

1. Rebecca Sandoval, Recreation Manager

- a. Small Business Saturday Evaluation – Provided a review of Small Business Saturday and Old Town Booth on the corner of Lemon and Myrtle. Staff sold 4 Old Town T-shirts and managed raffle of donated baskets from merchants in Old Town.
- b. Winter Programs Overview– The Winter programs included the Holiday Window Decorating Contest and Holiday Greetings on Instagram. The Holiday Window Decorating Contest had 5 businesses sign up. The Holiday Greetings on Instagram had 3 messages so far. Holiday Carriage Rides have begun and staff have heard positive feedback. Carriage rides are taking place every Sunday through the end of December.

2. Tina Cherry, Community Services Director

- a. Street Fair Update – The Street Fair will continue to operate under a smaller occupancy. The Street Fair will be closed on December 25 and looking to possibly continue on New Year's Day.

MONROVIA CHAMBER OF COMMERCE REPORT

1. Sari Canales, Executive Director

- a. Chamber continues to advocate for the business community at Supervisor Board Meeting.
- b. Keep LA Dining Grant Update and asked if merchants were successful applying.
- c. Small Business Relief Grant update from Governor's office and also discussed other debt relief programs available.
- d. A virtual Ribbon Cutting for House of CBD will be on Friday.
- e. The Monrovia Chamber is advocating for Small Business Season to encourage people to shop small business all season long.
- f. The Monrovia Chamber announced Award Honorees. They will be showcased at the virtual event in January.

REPORTS FROM BOARDMEMBERS:

- a. Chair Reyes – Commented on encouraging people to buy gift certificates for future use from merchants.
- b. Boardmember Ammon – No report
- c. Boardmember Balsamo – Asked for information on when judge would make a decision on Outdoor Dining Ban
- d. Boardmember Jurado – Commented on great efforts through the year and to a better 2021.
- e. Vice Chair Miller – Asked if the Chamber and Old Town Instagram could put out more information on merchant hours and available Old Town parking.

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, January 12, 2021, 9:30 a.m., Monrovia, California.

ADJOURNMENT: Chair Reyes adjourned the meeting at 10:01 a.m.