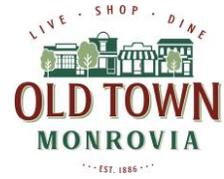




**CITY OF MONROVIA  
MONROVIA OLD TOWN ADVISORY BOARD  
AGENDA REPORT**



**DEPARTMENT:** Community Services

**MEETING DATE:** November 16, 2021

**PREPARED BY:** Tina Cherry, Director

**AGENDA LOCATION:** AR-1

**TITLE:** Consideration of Canceling the December 2021 Monrovia Old Town Advisory Board (MOTAB) Meeting

**OBJECTIVE:** To consider canceling the December 2021 MOTAB Meeting due to holiday conflicts

**BACKGROUND:** In 2021, MOTAB elected to move the regular meeting of the Board to the third Tuesday of the month rather than the previously established second Tuesday of the month. Canceling meetings near the holidays has been typical for other Boards and Commissions; however, previously not necessary for MOTAB.

**ANALYSIS:** In 2021, the winter holiday falls on Friday, December 24 and Saturday, December 25. The City observes these days as holidays and all offices are closed. Due to the December Board meeting being scheduled for Tuesday, December 21, staff is recommending the meeting be canceled. It is expected that some may be out of town or beginning their holiday celebrations and therefore canceling may make sense.

**FISCAL IMPACT:** There is no fiscal impact associated with this report.

**OPTIONS:** Staff has provided the following options for consideration:

1. Recommend approval of canceling the December 2021 MOTAB Meeting; or
2. Do not recommend approval and request more information from staff.

**STAFF RECOMMENDATION:** Staff recommends the board approve option No. 1; recommend approval of canceling the December 2021 MOTAB Meeting.

**ACTION:** If Board concurs, the appropriate action is a motion to recommend approval of canceling the December 2021 MOTAB Meeting.

**AR-1**