

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
TUESDAY, NOVEMBER 16, 2021**

**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 Miller convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, November 16, 2021, at 9:32 a.m. via teleconference. In attendance, participating via video conference, were Mayor Pro Tem Gloria Crudgington; Community Services Director Tina Cherry; Recreation Manager Rebecca Sandoval; Senior Management Analyst Heather Gibson; Recreation Supervisor Tiffany Peterson; Recreation Coordinator Ashley Gonzalez; and Administrative Assistant Adriana Marin.

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

CONSENT CALENDAR: It was moved by Boardmember Jurado, seconded by Boardmember Reyes, 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 19, 2021 Regular Meeting

PRESENTATIONS:

ADMINISTRATIVE REPORTS:

AR-1 Consideration of Canceling the December 2021 MOTAB Board Meeting – Community Services Director Tina Cherry presented the agenda report on consideration of canceling the December 2021 Monrovia Old Town Board meeting.

It was moved by Boardmember Jurado, seconded by Boardmember Reyes, to cancel the December 2021 MOTAB Board Meeting. The motion carried unanimously.

AR-2 Holiday Parade Sponsorship and Street Closure Request – Recreation Manager Rebecca Sandoval presented the agenda report on the street closure request.

It was moved by Boardmember Reyes, seconded by Boardmember Wahl, to approve the street closure request and sponsorship for the Holiday Parade on December 2. The motion carried unanimously.

AR-3 Evaluation of Enhance Outdoor Dining in the 400 block of Myrtle Avenue – Community Services Director Tina Cherry provided an overview of the program. Staff recommendation is to suspend the outdoor dining program and review the TOBO permits in January.

It was moved by Vice Chair Ammon, seconded by Boardmember Reyes, to suspend the outdoor dining in the 400 block of Myrtle on December 17, conduct outreach on TOBO permits, and make recommendation to City Council in January. The motion carried unanimously.

AR-4 New Year’s Eve Event Street Closure Request – Recreation Manager Rebecca Sandoval presented the agenda report on the street closure request.

It was moved by Boardmember Jurado, seconded by Boardmember Wahl, to approve the street closure request for the 2021 New Year’s Event on Friday, December 31. The motion carried unanimously.

REPORTS FROM STAFF:

1. Rebecca Sandoval, Recreation Manager

- a. Trick or Treat and Halloween Bash Recap - The event was held on October 31; activities included a costume contest, photo booth, arts and crafts, and a Halloween Window Decorating contest. Discussed the event expenditures and revenue and shared event photos.
- b. The Thankful and Grateful Holiday Gathering and Tree Lighting event will be held on Thursday, November 18. The event activities will include a tree lighting ceremony, community booths, holiday performances, Santa photos, Hayrides, Truck “Petting” Zoo, and free photos. Also provided a program schedule.
- c. The Holiday Window Decorating Contest application deadline is December 13.

2. Tina Cherry, Community Services Director

- a. The Noon Year’s Eve Event will be held on Friday, December 31 at Library Park. The event activities will include live music, arts and crafts, obstacle course, games, face painting, and a special countdown to Noon Year’s event.
- b. The New Year’s Event activities will include a headliner band, and lighting of the ball at midnight.

MONROVIA CHAMBER OF COMMERCE REPORT

1. Sari Canales, Executive Director

- a. Provided an overview of the new Youth at Work Program.
- b. Monrovia Community Prayer Breakfast – Friday, November 19, Courtyard by Marriot
- c. Small Business Saturday – Saturday, November 27.
- d. Annual Chamber of Commerce Award Dinner – Friday, January 28, 2022.

REPORTS FROM BOARDMEMBERS

- a. Chair Miller – No report.
- b. Vice Chair Ammon – Commented on the Halloween Bash event.
- c. Boardmember Balsamo – No report.
- d. Boardmember Jurado – No report.
- e. Boardmember Reyes – No report.
- f. Boardmember Spencer – Commented on outdoor dining and power washing sidewalks.
- g. Boardmember Wahl – Commented on greenway signs.

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, January 18, 2022, 9:30 a.m., Monrovia, California.

ADJOURNMENT: Chair Miller adjourned the meeting at 10:46 a.m.