

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
TUESDAY, NOVEMBER 15, 2022**

CONVENE: Chair Ammon convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, November 15, 2022 at 9:30 a.m. at the Monrovia City Council Chamber. In attendance were Councilmember Sergio Jimenez; Community Services Director Tina Cherry; Recreation Manager Rebecca Sandoval; Senior Management Analyst Heather Gibson and Recreation Supervisor Heather Sayers.

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

PRESENTATIONS:

PR-1 City Manager, Dylan Feik, thanked the Board for all of their dedication to the Community and provided them with City of Monrovia jackets for serving in their roles.

PR-2 Krystina Livraga, City of Monrovia Code Enforcement Officer, provided the Board with information on our Commercial Temporary Signage Updates.

CONSENT CALENDAR: It was moved by Boardmember Balsamo, seconded by Vice Chair Spencer, 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 18, 2022 Regular Meeting

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 Holiday Parade Sponsorship and Street Closure Request

Community Services Direction, Tina Cherry presented the staff report and answered questions of the Board. Following the discussion, it was moved by Boardmember Miller, seconded by Boardmember Jurado to approve the Holiday Parade Sponsorship and Street Closure Request.

AR-2 Quarterly Budget Update (Verbal)

Community Services Direction, Tina Cherry presented the verbal Quarterly Budget Update to the Board. Details of the budget were provided to the Board and staff received comments and answered questions of the Board. Following the discussion, it was moved by Boardmember Jurado, seconded by Boardmember Wiseman to accept the budget update.

AR-3 Consideration of Canceling the December 2022 Monrovia Old Town Advisory Board (MOTAB) Meeting

Community Services Direction, Tina Cherry presented the verbal consideration of the cancelation of the December 2022 MOTAB Meeting. After comments, it was moved by Vice Chair Spencer, seconded by Chair Ammon to Cancel the December 2022 MOTAB meeting.

AR-4 2022 New Year's Eve Street Closure Request

Recreation Manager, Rebecca Sandoval, presented the staff report to the Board. Event information was shared and request of the street closure was presented. After the discussion it was moved by Boardmember Wiseman, seconded by Boardmember Balsamo to approve the street closure request.

REPORTS FROM STAFF:

1. Tina Cherry, Community Services Director

- a. Provided an update on the Library Park Portland Loo Restroom Improvement Project. Updates on the project was shared with the Board.

2. Rebecca Sandoval, Recreation Manager

- a. Provided an event evaluation on the Trick or Treat and Halloween Bash held on Monday, October 31, 2022 in Library Park. Event details, photos and participation data was shared with the Board.
- b. Staff reminded the Board of the upcoming Thankful & Grateful Holiday Gathering and Tree Lighting Ceremony on Thursday, November 17. The presentation included event details, the event schedule and review of activities planned for the event.
- c. Staff provided a recap of the activities planned for the Ice Skating at the Fountain Event. The details were provided to the Board and questions were answered.
- d. The Old Town Holiday Window Decorating Contest details were provided to the Board. Staff answered questions and encouraged the Board to assist with promotion of the program.
- e. Staff provided the 4th Quarter Holiday Programs Overview. Dates, times and program descriptions were provided. Staff answered questions.

MONROVIA CHAMBER OF COMMERCE REPORT

1. Juliana Onate, Monrovia Chamber of Commerce Executive Director

- a. Invited the Board to upcoming Chamber of Commerce Prayer Breakfast on Friday, November 18 at 8:00 a.m.
- b. Provided details on the Shop Small Business Saturday. Planned activities were shared with the Board.

REPORTS FROM BOARDMEMBERS

- a. Chair Ammon – Shared her thoughts on the Trick-or-Treat and Halloween Bash Event and thanked staff for planning an exciting 4th Quarter.
- b. Vice Chair Spencer – Invited the Board to share business photos to increase and update them.
- c. Boardmember Balsamo – Thanked staff for their efforts with the planning of the Trick-or-Treat and Halloween Bash Event.
- d. Boardmember Jurado – Reported graffiti to staff.
- e. Boardmember Miller – Informed staff of the recent activity in Old Town. Informed the Board to contact PD when needed. Asked staff to audit the parking lot lights.
- f. Boardmember Wahl – Reported graffiti to staff.
- g. Boardmember Wiseman – Provided staff with recommendations on new musicians and ideas of programming for the 100 Block.

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, January 17, 2023, 9:30 a.m., Monrovia, California.

ADJOURNMENT: Chair Ammon adjourned the meeting at 10:30 a.m.

DRAFT