

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
TUESDAY, October 17, 2023**

CONVENE: Chair Spencer convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, October 17, 2023 at 9:30 a.m. at the Monrovia City Council Chamber. In attendance were Community Services Director Tina Cherry; Recreation Manager Rebecca Sandoval, Senior Management Analyst Heather Gibson, Public Works Project Manager Chris Castruita, and Deputy Director of Public Works Victoria Rocha and Administrative Assistant Nadia Ramirez

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

PRESENTATIONS: None

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

CC-1 Unadopted Minutes of the September 19, 2023 Regular Meeting

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 Consideration of 2023 Holiday Parade Street Closure and Event Sponsorship Request
Rebecca Sandoval presented the proposal and request to the Board. It was moved by Boardmember Balsamo, seconded by Vice Chair Jurado to approve AR-1, 2023 Holiday Parade Street Closure and Event Sponsorship Request.
The motion carried unanimously.

AR-2 Request to Cancel the November 2023 Meeting and to convene a special meeting on Tuesday, November 14
Tina Cherry presented the report to the Board. It was moved by Chair Spencer, seconded by Vice Chair Jurado to approve AR-2, Request to Cancel the November 2023 meeting and to Convene a Special Meeting on Tuesday, November 14.
The motion carried unanimously.

REPORTS FROM STAFF:

1. Chris Castruita, Public Works Project Manager

- a. Staff provided a Public Works Project Update to the board. The report covered the consideration of installation of pedestrian signals along with an overview of the parking lot improvement project.

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2. Rebecca Sandoval, Recreation Manager

- a. Staff provided an evaluation of the Fall Festival in Old Town. Merchant participation, event details and photos were shared with the Board. Staff reviewed recommendations and feedback for future events.

3. Tina Cherry, Director of Community Services

- a. Staff provided an overview of the upcoming Holiday Lights Installation. Staff reviewed with the Board the schedule and the new enhancements planned for this year.

MONROVIA CHAMBER OF COMMERCE REPORT: Juliana Onate provided the board an update of upcoming Chamber events including: Lunch Mob, a job fair at the Monrovia Community Adult School on October 13 at 10:00 a.m. to 1:00 p.m. and a ribbon cutting for 805 Highland Boutique.

REPORTS FROM BOARDMEMBERS

- a. Chair Spencer – No report
- b. Vice Chair Jurado – Reported to staff an increase transients located in alleyway, behind Merengues and items in a private parking lot. Staff noted and will report to the Police Department.
- c. Boardmember Ammon – No report
- d. Boardmember Balsamo – No report
- e. Boardmember Miller – Requested staff inspect Samson Bears in Old Town to get them repaired and cleaned.
- f. Boardmember Wahl – Absent Excused
- g. Boardmember Wiseman – Absent Excused

NEXT SCHEDULED MEETING: The next Special Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, November 14, 2023 at 9:30 a.m., Monrovia, California.

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

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