

**MINUTES OF THE SPECIAL MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
TUESDAY, NOVEMBER 14, 2023**

CONVENE: Chair Spencer convened the Special Meeting of the Monrovia Old Town Advisory Board on Tuesday, November 14, 2023 at 9:30 a.m. at the Monrovia City Council Chamber. In attendance were Mayor Becky Shevlin, Community Services Director Tina Cherry, Recreation Manager Rebecca Sandoval, Senior Management Analyst Heather Gibson, Recreation Supervisor Heather Sayers, Recreation Coordinator Johan Galvan and Administrative Assistant Nadia Ramirez

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

PUBLIC INPUT: Public comment was received via email from Mr. Brian Yamaguchi. Recommendations for street barricades were suggested for the City's weekly Street Fair and Market held on Fridays.

DISCUSSION:

1. Program Overviews - Rebecca Sandoval, Recreation Manager

Staff provided an overview of the Old Town Programs.

- a. Staff provided the evaluation of the Halloween Spooktacular and Trick or Treat Bash held on Tuesday, October 31 in Old Town Monrovia and Library Park. Merchant participation, booth participation and recommendations for next year were shared with the Board. The Board recommended next year to share photos of winners on social media and connect with the Foothill Park Plaza merchants in advance to ensure they are receiving an equal bags of candy.
- b. Staff provided an overview of the Holiday Programs highlighting events being held in Old Town for the months of November thru December. The Board recommended we add Library Holiday Programs, a QR code to scan and the City's Santa Tours to the program flyer.
- c. Staff provided an update of the Holiday Parade in Old Town scheduled for Thursday, December 7. Staff reminded the Board of the details for the Board's participation in the parade.
- d. Staff provided an overview of the Old Town Merchant Holiday Window Decorating Contest. Details of the program were shared and staff encouraged the Board to promote the program to all merchants in Old Town.
- e. Staff provided an event update for the Noon Year's Eve Family Event on Sunday, December 31 at 10:00 a.m. to 1:00 p.m. in Library Park and invited the Board to the event.

2. Project Updates – Tina Cherry, Community Services Director

- a. Staff reported on the status of the cleaning of the Old Town Bears. Staff reported a deeper cleaning and repairs will be needed for some of the Bears located in Old Town. Staff will work with the Community Development Department for the next steps.

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- b. Staff provided an update on the Holiday Lights and Decoration Installation in Old Town. The timeline and schedule of the holiday lights on the new and tree on Lime, Old Town decorations, new enhancements like the sleigh, candy canes decorations provided by Pam Fitzpatrick and Family were shared with the Board.

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, January 16, 2024 at 9:30 a.m., Monrovia, California.

ADJOURNMENT: Chair Spencer adjourned the meeting at 9:57 a.m.

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