

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA OLD TOWN ADVISORY BOARD  
HELD TUESDAY, APRIL 10, 2018**

**CONVENE:** Chair Kristin Miller convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, April 10, 2018, at 9:34 a.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Public Services Director Tina Cherry, Recreation Manager Katie Distelrath, Management Analyst Jamie Bumia and Senior Administrative Assistant Susan Matthews.

**ROLL CALL:** In attendance were Boardmembers Diane Balsamo, Ricardo Jurado, Millie Olivas, Vice Chair Soren Loft, and Chair Kristin Miller

**PRESENTATIONS:** None

**CONSENT CALENDAR:** It was moved by Boardmember Balsamo, seconded by Boardmember Jurado to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

**CC-1 Unadopted Minutes of the March 13, 2018, Regular Meeting:** The Board adopted the Minutes of the March 13, 2018, Regular Meeting.

**PUBLIC INPUT:** None

**ADMINISTRATIVE REPORTS:** None

**REPORTS FROM STAFF:**

**Tina Cherry, Public Services Director**

- a. **Removal of Cork Oak Tree at Library Park:** Notification will be sent out regarding the emergency removal of a dead cork oak tree in Library Park.
- b. **Reminder Board and Commission Recruitment:** Applications are due by May 1.
- c. **Response to Safety Concerns in Lemon Court:** Public Services Staff, Monrovia Police Department, Mayor and merchants met to discuss what we can do to improve the situation. Suggestions included: increased foot patrol after hours and locking the gate afterhours. The Fire Department approved a plan to lock the gate in the evening with the understanding that panic bar hardware will be installed. This would allow visitors to safely exit the building but will also keep the vagrant activity from occurring afterhours. Staff is reviewing bids from vendors.
- d. **Update on Council Action Related to Tattoo Regulation:** Council provided direction to the Community Development staff to put together an updated ordinance that will be reviewed by Council at a later date.
- e. **Update on Security in Colorado Commons:** Concerns about security in the area. The Commons and alley are patrolled by one security guard 7 days a week from 3:00 p.m. to 11:00 p.m. On Friday there are two guards. Staff and the Police Department met with AIS, our security provider, to review current practices. The following items were agreed to: AIS will report to the Community Center and Monrovia Police Department every day for feedback, AIS will coordinate any issues with Monrovia Police Department so they can be resolved quickly.
- f. **Save the Date for the Boards and Commission Reception:** May 14 at Jakes – invitations will be sent soon.

**Katie Distelrath, Recreation Manager**

- a. **Wine Walk Update:** Saturday, April 21 from 6:00 p.m. to 9:00 p.m. Merchant meeting on April 18 at 6:30 p.m. at the Community Center. Merchants will receive their wine and supplies. Board agreed that we should send out information to everyone who attended last year (email blast).
- b. **Spring Bunny Photos Recap:** We had 50 participants and 2 dogs! Appreciated free pictures.
- c. **Monrovia Days Overview:** Discussed a possible merchant sidewalk sale during Monrovia Days on Saturday from 11:00 a.m. to 10:00 p.m. and Sunday from 11:00 a.m. to 6:00 p.m. Board agreed it would be a good idea. Staff will develop plan and present it at the May meeting.

**Jamie Bumia, Management Analyst**

- a. **Old Town Monrovia Website Update:** The subcommittee is recommending that we push the launch date to allow more time to interact with the merchants. We want to make sure we are representing them correctly. Staff will work with merchants to make it an easy process. Board agreed to allow additional time.

**OLD TOWN MERCHANT FILM LIAISON REPORT:**

**Ted Goldbeck, Old Town Merchant Film Liaison**

Mr. Goldbeck was not able to attend the meeting. Boardmember Jurado reported on Mr. Goldbeck behalf, stating that there was no filming currently on the schedule.

**REPORTS FROM BOARDMEMBERS:**

- (a) **Boardmember Balsamo:** No report.
- (b) **Boardmember Jurado:** The alley at Merengue is looking a lot better but they are still having problems with skateboards. They also have issues with people using the alley as a restroom. Suggestion included: installing a Portland Loo at Library Park, speed bumps to deter skateboarding in the alley.
- (c) **Boardmember Olivas:** No report.
- (d) **Vice Chair Loft:** Concerned about the Friday Street Fair. Business is slowing down on Friday. There are too many food vendors and they are selling in front of food establishments. Staff will bring issues to the oversight committee meeting and ask the organizer to attend a MOTAB meeting to answer any questions.
- (e) **Chair Miller:** Requested the sign ordinance be revisited to look into allowing merchants to use A-frame signage as long as it meets certain criteria.

**NEXT SCHEDULED MEETING:**

The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, May 8, 2018, 9:30 a.m. in City Council Chambers at Monrovia City Hall, 415 South Ivy Avenue, Monrovia, California.

**AJOURNMENT:** Chair Kristin Miller adjourned the meeting at 10:37 a.m.