

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
HELD TUESDAY, MAY 8, 2018**

CONVENE: Chair Kristin Miller convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, May 8, 2018, at 9:30 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, Millie Olivas, Vice Chair Soren Loft, and Chair Kristin Miller. Boardmember Ricardo Jurado was absent and excused.

PRESENTATIONS: None

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

CC-1 Unadopted Minutes of the April 10, 2018, Regular Meeting: The Board adopted the Minutes of the April 10, 2018, Regular Meeting.

PUBLIC INPUT: Sari Canales – Monrovia Chamber of Commerce

ADMINISTRATIVE REPORTS:

AR-1 2018 Taste of Old Town Monrovia Street Closure Request: Katie Distelrath, Recreation Manager, reviewed the Agenda Report and answered the questions of the Board.

Following a brief discussion, it was moved by Boardmember Balsamo, seconded by Boardmember Olivas to approve the 2018 Taste of Old Town Monrovia Street Closure request. The motion carried unanimously.

AR-1 2018 Monrovia Music Fest Street Closure Request: Katie Distelrath, Recreation Manager, reviewed the Agenda Report and answered the questions of the Board.

Following a brief discussion, it was moved by Vice Chair Loft, seconded by Boardmember Balsamo to approve the 2018 Monrovia Music Fest Street Closure request. The motion carried unanimously.

REPORTS FROM STAFF:

Tina Cherry, Public Services Director

- a. **Street Fair Oversight Committee Update:** Some of the items discussed at the meeting on April 11, 2018 included: moving the fair location, fewer vendors in fall/winter but increasing in spring/summer, looking at adding additional farmers, enhance the activities for children, art activity at each fair, working on location of food vendors, moving the parking for vendors to allow more spaces for visitors.

- b. **City Council Liaison Assignment Updates** - Becky Shevlin was announced as the Mayor Pro-Tem for the next term. Councilmember Alex Blackburn is assigned as the City Council Liaison for MOTAB with Councilmember Larry Spicer serving as the alternate.
- c. **Reminder of Boards and Commission Reception** - May 14, 2018 at 5:30 p.m. at Jake's Roadhouse. Boardmember Balsamo and Chair Miller confirmed their attendance. Boardmember Olivas and Vice Chair Loft are unable to attend.
- d. **Update on MOTAB Board Recruitment** - Recruitment is closed. We received three applications. Interviews will be held in late May, affirmed by Council in June and the new Board will be announced in July. Boardmember Ricardo Jurado did not reapply. We thank him for his service.
- e. **Lemon Court Security Enhancement Updates** – Vagrancy and homeless issues continue. The Lemon Court gate will be closed in the evening so there will be no opportunity for vagrancy.
- f. **Parking Signs in Old Town Update** – We are enhancing the signage at the Colorado Commons and Paragon parking structures so that people will know they are public parking areas.
- g. **Review of Monrovia Sign Ordinance** – There was a discussion at the last meeting regarding A frame signs in Old Town. Community Development is looking at the ordinance in its totality. In the meantime we will assign a designated staff who is an expert on what businesses can/can't do so we do not circumvent the current ordinance.

Katie Distelrath, Recreation Manager

- a. **Wine Walk Recap** – This year's wine walk was a success. Highlights included: 20 wine stops, 24 pairings, 3 music locations, 436 participants. Save the date for next year – possibly April 13, 2019.
- b. **Quarterly Merchant Meeting** – We set a tentative date for June 10, although that is a Monday so we are looking to the Board for other suggestions. Boardmembers asked if we could start earlier than 6:30 if possible. Tuesday or Wednesday in June might be better.
- c. **Monrovia Days Sidewalk Sale** – Committee working on Monrovia Days have a desire to get Old Town involved and benefiting from the event. Staff is asking for feedback from the Board – do they think merchants would be interested in a Sidewalk Sale? There are no permits needed. Board suggested staff get information out to the merchants right away so they can plan for it.
- d. **Travel Sampson Bear** – The travel Sampson Bear that is normally stationed in front of T-Phillips was removed today. He will be freshened up with a new coat of paint and returned soon.

Jamie Bumia, Management Analyst

- h. **Old Town Monrovia Website Update:** Old Town Monrovia Website Update - we are continuing to work on the website. We have 55 responses from businesses in the BID. We will continue to report back to the board with any updates.

OLD TOWN MERCHANT FILM LIAISON REPORT:

Ted Goldbeck, Old Town Merchant Film Liaison

Mr. Goldbeck was not able to attend the meeting. Katie Distelrath reported that there is no current filming in Old Town.

REPORTS FROM BOARDMEMBERS:

- (a) **Boardmember Balsamo:** Wine Walk was a great event. Would like to work on other community themed events in the future.
- (b) **Boardmember Jurado:** Absent and excused.
- (c) **Boardmember Olivas:** No report.
- (d) **Vice Chair Loft:** No report.
- (e) **Chair Miller:** Presented an outline of a suggested event for early October. Tina Cherry recommended we add the item to the agenda for the June meeting.

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, June 12, 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 10:11 a.m.