

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA OLD TOWN ADVISORY BOARD  
HELD TUESDAY, JUNE 12, 2018**

**CONVENE:** Chair Kristin Miller convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, June 12, 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, Ricardo Jurado, Vice Chair Soren Loft, and Chair Kristin Miller.

**PRESENTATIONS:**

**PR-1 Recognition of Boardmember Ricardo Jurado**  
Katie Distelrath, Recreation Manager

**PR-2 Monrovia Legacy Project Presentation**  
Sandy Burud, Monrovia Historical Society

**PR-3 Proposed Active Transportation Program | *ACTV Monrovia* Presentation**  
Oliver Chi, City Manager

**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 May 8, 2018, Regular Meeting:** The Board adopted the Minutes of the May 8, 2018, Regular Meeting.

**PUBLIC INPUT:** Brian Tindell

**ADMINISTRATIVE REPORTS:**

**AR-1 2018 July 4th Fireworks Show and Concert Sponsorship and Street Closure Request:** Rebecca Sandoval reviewed the Agenda Report.

Following a brief discussion, it was moved by Boardmember Jurado, seconded by Boardmember Balsamo to approve the 2018 July 4th 2018 Fireworks Show and Concert Sponsorship and Street Closure Request. The motion carried unanimously.

**AR-2 Copper Still Grill July 4th Event and Alley Closure Request:** Tina Cherry, Public Services Director 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 Copper Still Grill July 4th Event and Alley Closure Request with the conditions presented in the Agenda Report. The motion carried unanimously.

## REPORTS FROM STAFF:

### Tina Cherry, Public Services Director

- a. **Update on the Monrovia Old Town Advisory Board Recruitment** – We had 3 positions on the MOTAB Board that were up for renewal. Two of our incumbents applied for a new term. We have final interviews scheduled for Thursday. We will then provide a recommendation to Council at their next meeting and make the announcement at our July MOTAB meeting.
- b. **Notification of Summer MAFA Art Walks**
- c. **Notification of the Traditional Summer Family Music Festival**
- d. **Request to provide regular updates from the Monrovia Chamber of Commerce at future MOTAB meetings** – The Monrovia Chamber of Commerce would like the opportunity to add an update to the MOTAB agenda each month. The Board agreed that an update from the Chamber would be welcomed at the MOTAB meetings.

### Katie Distelrath, Recreation Manager

- a. **Quarterly Merchant Meeting** – We had a tentative date set for the next Quarterly. We would like additional time to plan the fall events and present them at the Quarterly Merchant Meeting so we will move the date to August. Additional information will be presented at the next meeting.
- b. **Monrovia Days Recap** – Monrovia Days was a huge success. Items discussed included: thank you to partners and sponsors, increased participation in the parade, 100-200 blocks had good sales while the 400-600 blocks experienced slow sales, there is a need to get the businesses involved – perhaps a window decorating contest for the businesses. Feedback from the board included: move some of the games to other corners to get people out of the park and into old town, bring back the bingo game (Steve Baker).
- c. **Fall Programming Recommendations** – Chair Miller brought forward an idea at the last meeting. Staff thought it would be a great idea to capitalize on something we are already doing and we plan to bring budgetary implications for consideration to the next meeting.
- d. **Holiday Subcommittee** – The holiday season is right around the corner. Staff will get to work on the subcommittee soon.

### Jamie Bumia, Management Analyst

- e. **Green Wayfinding Sign Update:** Staff completed an assessment of the Old Town wayfinding signs and discovered there are several updates that need to be completed. We anticipate having all of the signs up to date by mid-July.

## OLD TOWN MERCHANT FILM LIAISON REPORT:

### Ted Goldbeck, Old Town Merchant Film Liaison

Mr. Goldbeck was not able to attend the meeting. Tina Cherry reported that there was no current filming in Old Town.

## REPORTS FROM BOARDMEMBERS:

- (a) **Boardmember Balsamo:** She has an example of a message board that she would like staff to look into for future consideration.
- (b) **Boardmember Jurado:** No report.
- (c) **Boardmember Olivas:** The Colorado Commons parking structure is looking really good. The new signage may be too small and it is blocked by trees.
- (d) **Vice Chair Loft:** A student he recently worked with is going to put together a presentation (based on his senior project) to reach-out to businesses who may be interested in utilizing hydroponic organic growing. He will ask the student to bring his presentation to a future meeting.
- (e) **Chair Miller:** Inquired about the status of the website? Katie Distelrath responded that the next step is to meet with the subcommittee prior to the July meeting to discuss the work done on a staff level.

**NEXT SCHEDULED MEETING:** The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, July 10, 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 10:53 a.m.