

**MINUTES OF THE SPECIAL MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
HELD THURSDAY, MAY 12, 2016**

CONVENE: Vice Chair Diane Balsamo convened the Special Meeting of the Monrovia Old Town Advisory Board on Thursday May 12, 2016, at 9:30 a.m. at City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were City Manager Oliver Chi, Public Services Director Tina Cherry, Deputy City Manager Lauren Vasquez, Field Services Manager Niles Boyer, Senior Recreation Supervisor Lisa Hansberger and Senior Administrative Assistant Susan Matthews.

ROLL CALL: In attendance were Boardmembers Kristin Miller, Millie Olivas, Sean Sprinkel, and Vice Chair Diane Balsamo.

CONSENT CALENDAR: It was moved by Boardmember Sprinkel, seconded by Boardmember Olivas to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda item:

CC-1 Unadopted Minutes of the April 12, 2016 Regular Meeting: The Board adopted the Minutes of the April 12, 2016 Regular Meeting.

PUBLIC INPUT:

1. Pam Fitzpatrick – Old Town Merchant

ADMINISTRATIVE REPORTS:

AR-1 Street Fair Operator Recommendations – Verbal Report

Tina Cherry, Public Services Director addressed the Board. She welcomed City Manager Oliver Chi. Mr. Chi gave an overview of the Street Fair Operator RFP process and a PowerPoint presentation on the Oversight Committees findings.

This was an informational presentation, no action taken.

AR-2 Proposed MOTAB Budget for the 2016/2017 Fiscal Year – Verbal Report

Tina Cherry, Public Services Director, addressed the Board. Ms. Cherry provided a PowerPoint presentation outlining the current budget and the proposed adjustments for the 2016/2017 budget.

This was an informational presentation, no action taken.

REPORTS FROM STAFF:

a) Tina Cherry, Public Services Director

1. Invitation to All Commissions Reception Event on May 18, 2016 – Ms. Cherry encouraged everyone to attend the event.
2. Board Member Recruitment Update – MOTAB has three (3) open seats. Interviews will be conducted in the next few weeks. Recommendations will go to Council on June 7.

3. Monrovia Renewal – Postcards were given to the Boardmembers to place in their establishments.
4. We have new Recreation and Library Managers starting next week. We will introduce them at the next MOTAB meeting.

b) Lisa Hansberger, Senior Recreation Supervisor

1. Expanded Street Closure for Monrovia Days – The City, MUSD and Centre Stage are very excited about the Monrovia Days weekend. We need to expand the street closure and close down streets on Friday from the 100 block of West Palm to the 100 block of West Lime to prepare for Saturdays event. Notifications went out to everyone who would be effected including merchants and residents.

c) Pam Fitzpatrick, Filming Liaison

1. Filming in Old Town Update – Reality Show in Monrovia did not pan out. Next Wednesday there may be a Honda Commercial filming from 6:00 a.m. to noon in the 400 block. The filmmakers are going to the merchants in the 400 block today.

REPORTS FROM BOARDMEMBERS:

- (a) Vice Chair Balsamo:** Encouraged everyone to attend Monrovia Days. She will be a judge this year.
- (b) Boardmember Olivas:** Green Leaf booth at the Street Fair is raffling a bike.
- (c) Boardmember Miller:** Public Parking signs are covered by overgrowth in Old Town. Please make sure the lights are turning on and people can see them.
- (d) Boardmember Sprinkel:** What recourse or action can the city take in terms of enforcing blighted property in Old Town (specifically the bakery across from his business that has been vacant for some time now)? Mr. Chi addressed this question. He stated that the property condition is a Code Enforcement matter. There are a lot of conversations going on with Sam's and the Bakery. Mr. Chi will follow-up and asked that any concerns be brought to his attention. Ms. Cherry added that the structural integrity of the awning in front of the bakery was checked and it is intact.

NEXT SCHEDULED MEETING:

The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, June 14, 2016, 9:30 a.m. in City Council Chambers at Monrovia City Hall, 415 South Ivy Avenue, Monrovia, California.

AJOURNMENT: Vice Chair Diane Balsamo adjourned the meeting at 10:40 a.m.