

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
HELD TUESDAY, APRIL 12, 2016**

CONVENE: Vice Chair Diane Balsamo convened the Regular Meeting of the Monrovia Old Town Advisory Board on Tuesday, April 12, 2016, at 9:32 a.m. City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Public Services Director Tina Cherry, 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.

PRESENTATION:

PR-1 Recognition of Service, Rutilio "Rudy" Castellon

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

CC-1 Unadopted Minutes of the March 8, 2016 Regular Meeting: The Board adopted the Minutes of the March 8, 2016 Regular Meeting.

PUBLIC INPUT:

None

ADMINISTRATIVE REPORTS:

AR-1 Monrovia Transit Shuttle Service Program

Lisa Hansberger, Senior Recreation Supervisor reviewed the agenda report.

Following discussion, it was moved by Boardmember Sprinkel, seconded by Boardmember Olivas to receive and file the Monrovia Transit Shuttle Service Program.

AR-2 Street Rods Forever Car Show Special Event Permit Application and Street Closure Request

Lisa Hansberger, Senior Recreation Supervisor, reviewed the agenda report.

Following discussion, it was moved by Boardmember Olivas, seconded by Boardmember Sprinkel to recommend approval of the Monrovia Days Music Festival Street Closure Request. The motion carried unanimously.

REPORTS FROM STAFF:

a) Tina Cherry, Public Services Director

1. City Council Directive – There was a discussion at Council regarding MOTAB's role as an advisory board to Council. Staff needs to clarify the role of MOTAB. Staff will bring back their findings to MOTAB and Council for consideration.

2. Street Fair Operator Request for Proposal Update – Staff is conducting a thorough analysis of the four (4) proposals received. Staff will bring their findings to MOTAB on May 10 and Council on May 17 for consideration.
3. Street Fair Oversight Committee Appointment – Mr. Castellon’s seat on the committee is vacant. Vice Chair Balsamo recommended Boardmember Olivas. The Board agreed with the recommendation and Boardmember Olivas accepted the position.
4. Advertising in Old Town – There was a discussion on the current advertising in Old Town. Staff will place a discussion on renewing the Old Town Guide on a future MOTAB Agenda and a budget discussion will be brought to the Board in May.
5. Parking Assessment Update – Staff is analyzing the report and will bring their findings to MOTAB in May or June.
6. May Budget Review – Staff will present the budget to the Board for review at the MOTAB meeting in May.
7. Member Recruitment – Tina Cherry encouraged current Boardmembers to re-apply.
8. Pressure Wash Schedule in Old Town – Tina Cherry reviewed the pressure wash schedule and suggested MOTAB consider increasing the frequency of pressure washing with all of the traffic and events held in Old Town.

b) Lisa Hansberger, Senior Recreation Supervisor

1. Filming Permit Process Update – Staff plans to present at the June MOTAB meeting.

c) Pam Fitzpatrick, Filming Liaison

1. Filming in Old Town Update – Pam Fitzpatrick gave a report on filming in Old Town.

REPORTS FROM BOARDMEMBERS:

- (a) Vice Chair Balsamo:** Mother’s Day Home Tour coming up on May 1 (not on Mother’s Day this year) from 10:00 a.m. to 4:00 p.m. Fountain to the Falls is the following Saturday and we have about 100 people signed up so far.
- (b) Boardmember Olivas:** St. Baldricks event was beyond what they had anticipated. Funds raised were over \$26,000 (only expected \$10,000). They will do it again next year but on Friday night.
- (c) Boardmember Miller:** No report
- (d) Boardmember Sprinkel:** No report

NEXT SCHEDULED MEETING:

The next Regular Meeting of the Monrovia Old Town Advisory Board is scheduled for Tuesday, May 10, 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 10:24 a.m.