

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
HELD TUESDAY, JULY 14, 2015**

CONVENE: Chairman Rutilio “Rudy” Castrellon convened the Regular Meeting of the Monrovia Old Town Advisory Board of Tuesday, July 14, 2015, at 9:43 a.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were City Manager Oliver Chi, Recreation Supervisor Lisa Hansberger, Administrative Clerk Candace Rogers, and Administrative Clerk Susan Matthews.

ROLL CALL: In attendance were Boardmember Diane Balsamo, Millie Olivas, Vanessa de la Riva and Chair Rutilio “Rudy” Castrellon.

APPROVAL OF MINUTES: It moved by Boardmember Balsamo, seconded by Boardmember de la Riva to approve the Minutes of the June 09, 2015, Regular Meeting. The motion carried unanimously.

PUBLIC INPUT:

1. Pam Fitzpatrick – Old Town Merchant
2. Gloria Huss – Old Town Merchant
3. Becky Shevlin – City Council Liaison
4. George Donoyan – Old Town Merchant

ADMINISTRATIVE REPORTS:

AR-1 Nominations and Selection of Board Positions 2015-2016

City Manager Oliver Chi reviewed the Agenda Report, and advised the Board that due to the new Vice Chair Germany’s resignation from the Board, Staff will be having interviews on Monday July 20, 2015. Once candidate has been chosen the recommendation will be presented to Council at the July 21, 2015 City Council Meeting. Staff recommend Board to nominate new Chair and Vice Chair for 2015-2016.

It was moved by Boardmember Balsamo, seconded by Boardmember Olivas, to nominate Chair Castrellon to remain Chair of MOTAB Board. It was moved by Boardmember Olivas, seconded by Boardmember de la Riva to nominate Boardmember Balsamo as Vice Chair.
The motion carried unanimously.

REPORTS FROM STAFF:

(a) Public Services Update: Niles Boyer, Field Services Manager advised the Board the Public Works Division of the Public Services Department has moved forward with the street light rehab and the traffic markings in Monrovia are to be painted. He also stated that the sidewalk grinding and tree trimming has been completed. He addressed parking lot number four, the new banner installation on North Myrtle, Christmas decorations, trash and the electrical in Old Town. Question about the Wells Fargo building construction taking place was asked by Boardmember Balsamo, but Recreation Supervisor Hansberger interjected to advise that she will be reporting on that later in the meeting.

- (b) Friday Night Family Street Fair Update:** Oliver Chi, City Manager introduced David Nemetz, LA PartyWorks to give update. David Nemetz addressed all concerns from Co-Op meeting and advised the Board that they are working with their staff and the City to correct all the issues that they have had the past two shows. He stated that the overall feel for the new Monrovia Street Fair was very positive. They have brought in new and old vendors and new entertainment to the fair and were pleased to announce they will be having an 18 piece Jazz band for the Friday, July 17, 2015 show.
- (c) Budget Report:** Oliver Chi, City Manager discussed the MOTAB Budget that was approved by MOTAB and City Council for the Fiscal Year 2015/16. He stated that the budget reports would be on a quarterly or bi-annual basis from this point on. Oliver reviewed the Budget Report that was approved by MOTAB at the May 12, 2015. He also discussed projects that are part of the CIP that will have a positive impact on Old Town without effecting the MOTAB budget.
- (d) 535 S. Myrtle Avenue:** Lisa Hansberger, Recreation Supervisor along with Ili Lobaco, Associate Planner, addressed the Boards concerns with the construction going on at the Wells Fargo building. Discussion was had on the historic tile they are removing, safety hazards, permitting and insurance held by the construction company. Ili advised the Board and audience that the construction company is putting in a ramp to the building and moving the railing over to the side by the ATM machine. She stated that due to there being a basement underground, that they were not aware of, there is now more construction to be done. Both Oliver Chi and Ili Lobaco advised the Board that all of their concerns will be addressed and reassured them that they will look into all issues to make sure the company is in code and has all proper permitting and insurances.

REPORTS FROM BOARDMEMBERS:

- (a) Chair Castrellon:** reported that the comments from the past two Street Fair shows were all positive. He stated that his sales have increased from the 1st to the 2nd show as well. He agreed with the above safety issues that the Street Fair had and offered his help if necessary for the next show. He also recommended that the Street Fair stay open until 10:30 p.m. due to crowds still there at 10:20 p.m. on the previous Friday's show. Lastly he reminded everyone of the Halloween event in October and the Car Show in September and stated that there are going to be great events coming up in Old Town.
- (b) Boardmember Balsamo:** initiated the singing of "Happy Birthday" to Kerri Zessau, Library and Recreation Division Manager. Then she informed Board and audience of the Kiwanis' 100th Birthday concert in the park on August 9, 2015.
- (c) Boardmember De La Riva:** had no reports.
- (d) Boardmember Olivas:** reported that the Lunch Mob meeting would be at Jake's Roadhouse. She requested to know if anyone knew what was happening with the Sam's Deli building next to Rudy's restaurant. Both Ili Lobaco and Oliver Chi stated that they would look into the matter and get back to the Board with more information. Millie also suggested having the construction workers at 535 S. Myrtle work at night or after hours so that it would not disrupt businesses and pedestrians. Ili agreed with that suggestion and stated that she would contact the contractor.

NEXT SCHEDULED MEETING:

The next Regular Meeting of the Monrovia Old Town Advisory Board was scheduled for Tuesday, August 11, 2015, 9:30 a.m. in City Council Chambers at Monrovia City Hall, 415 South Ivy Avenue, Monrovia, California.

AJOURNMENT: Chair Rutilio "Rudy" Castrellon adjourned the meeting at 10:40 a.m.