

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA OLD TOWN ADVISORY BOARD
HELD MONDAY, JANUARY 13, 2015**

CONVENE: Chairman Rutilio “Rudy” Castellon convened the Regular Meeting of the Monrovia Old Town Advisory Board of Monday, January 13, 2015, at 9:31 a.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were City Manager Oliver Chi, Senior Management Analyst Lauren Vasquez, Management Analyst I, Heather Greer, Management Assistant Angel Carrillo, and Office Aide Candace Rogers.

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

PRESENTATIONS:

Recognition of Santa Claus for Spreading Holiday Cheer in Old Town - Pam Fitzpatrick, Old Town Merchant, accepted the Certificate of Appreciation on behalf of Santa Claus.

Angel Carrillo, Management Assistant, introduced Heather Greer, recently promoted Management Analyst I in the City Manager’s Office.

APPROVAL OF MINUTES: It moved by Vice Chair Germany, seconded by Boardmember Balsamo to approve the Minutes of the December 9, 2014, Regular Meeting. The motion carried unanimously.

PUBLIC INPUT:

1. Lisa Magno- Calvary Chapel, Monrovia.

ADMINISTRATIVE REPORTS:

AR-1 Review of Budget Expenditures and Revenues – December 2014

Management Assistant Angel Carrillo reviewed the Agenda Report, including monthly revenues and expenditures for the month of December 2014.

It was moved by Vice Chair Germany, seconded by Boardmember de la Riva, to receive and file the report. The motion carried unanimously.

REPORTS FROM STAFF:

(a) New Year’s Eve Event Update: Angel Carrillo, Management Assistant, and Pam Fitzpatrick provided a recap of the successful event and reported that the committee would meet in April to begin planning the 2015 event.

(b) Family Festival Productions, Inc., RFP Committee Update: Angel Carrillo, Management Assistant, provided a timeline of the RFP process, with selection of a vendor anticipated by April 2015, for a new contract period beginning July 1, 2015.

REPORTS FROM BOARDMEMBERS:

- (a) **Chair Castrellon:** reported that Staff, Board, and all Old Town Merchants work really hard in the month of December for the NYE event and he was very happy with the results of everyone's hard work.
- (b) **Vice Chair Germany:** reported that Pam Fitzpatrick, Old Town Merchant, and he had been communicating about selling ad space in the Old Town Kiosk across the street from Six2Six on Myrtle Avenue. Discussion ensued regarding possibly purchasing/ raising money to obtain more kiosks. Vice Chair Germany requested to work with Staff to look into pricing and budget. There were no objections.
- (c) **Boardmember Balsamo:** reported that Pam Fitzpatrick was going to be receiving the Iris award, she requested everyone to attend to show their support, and reminded everyone about the Chamber Mixer.
- (d) **Boardmember De La Riva** had no report.
- (e) **Boardmember Olivas:** reminded everyone about the Lunch Mob on January 20, 2015 at Loose Teas, Monrovia.

NEXT SCHEDULED MEETING:

The next Regular Meeting of the Monrovia Old Town Advisory Board was scheduled for Tuesday February 10, 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 10:17 a.m.