



# MONROVIA OLD TOWN ADVISORY BOARD STAFF REPORT

**AGENDA ITEM:** AR-1

**PREPARED BY:** Rachael Hughes,  
Executive Assistant to City  
Manager

**MEETING DATE:** January 14, 2014

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**SUBJECT:** Review of Budget Expenditures/Revenues – December 2013

**REQUEST:** Receive and File Report

**BACKGROUND:** The MOTAB Board receives a monthly report from staff showing expenditures and revenue collected.

**DISCUSSION/ANALYSIS:** The Budget Report the Board receives has been revamped to show monthly expenditures divided by category. The report also includes deposits categorized by Advertising, Events, Promotions, Filming, BID Assessments, and any miscellaneous deposits.

The budget report for the Month of December 2013 is included in this report.

**STAFF RECOMMENDATION:** Staff recommends that the Board receive and file this report.

**BOARD ACTION REQUIRED:** If the Board concurs, the appropriate action would be a motion to receive and file the report.

## MOTAB EXPENDITURE/REVENUE REPORT -- NOVEMBER 2013

DATE	DESCRIPTION	CATEGORY	DESCRIPTION	AMOUNT	MO TOTALS
12/3/2013	Beacon Media	Advertising	Full Page; 11/27/13	750.00	
12/20/2013	Beacon Media	Advertising	Full Page; 12/12/13	750.00	
					1,500.00
12/17/2013	Imprintability	Printing	NYE Ball Raise Sponsor Banner	200.00	
					200.00
12/10/2013	City of Monrovia	Promotion	Old Town Bucks--Secret Santa	100	
12/17/2013	City of Monrovia	Sponsorship	Holiday Parade	3,000.00	
12/17/2013	Joe Ferrante Music	Prof Fees	Four Caroling Events	2,000.00	
12/18/2013	Joe Ferrante Music	Prof Fees	One Additional Caroling Event	400.00	
12/17/2013	Stephen W. Swinney	Prof Fees	One Additional Caroling Event	300.00	
12/31/2013	SCE	Utility	OT Electricity	200.00	
					5,900.00
	<b>MONTH TO DATE EXPENDITURES</b>				<b>7,600.00</b>
12/5/2013	Deposit	Revenue	Old Town Bucks	25.00	
12/16/2013	Deposit	Sponsorships	Holiday	8,900.00	
12/16/2013	Deposit	Sponsorships	NYE	125.00	
12/16/2013	Deposit	Co-Op Advertising	Merchants	280.00	
					9,330.00
12/31/2013	Deposit	BID	Assessments	2,265.48	
					2,265.48
	<b>MONTH TO DATE DEPOSITS</b>				<b>11,595.48</b>
	<b>NET CHANGE</b>				<b>3,995.48</b>