



MONROVIA OLD TOWN ADVISORY BOARD STAFF REPORT

AGENDA ITEM: AR-1

PREPARED BY: Rachael Hughes,
Executive Assistant to City
Manager

MEETING DATE: June 10, 2014

SUBJECT: Review of Budget Expenditures/Revenues – May 2014

REQUEST: Approve expenditure of \$3,000.00 for Old Town Business Guide and 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 May 2014 is included in this report.

In addition, Staff is requesting approval of an expenditure in the amount of \$3,000.00 from the Advertising Budget for the printing of Old Town Business Guides. As with previous guides, ads will be sold to Old Town businesses to offset the cost of printing.

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

BOARD ACTION REQUIRED: If the Board concurs, the appropriate action would be a motion to approve the expenditure of \$3,000.00 for printing of Old Town Business Guides and receive and file the report.

City of Monrovia

Business Improvement District Fund (MOTAB)

			FY 10-11		FY 11-12		FY 12-13		FY 13-14	
			Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Revenues										
27112250	3397	OTHER REVENUES	\$0	(\$20,755)	\$0	(\$5,640)	\$0	(\$21,746)	\$0	(\$36,970)
27112254	3344	OTHER ASSESSMENTS	(\$46,350)	(\$45,243)	(\$46,350)	(\$45,845)	(\$46,350)	(\$49,946)	(\$46,350)	(\$45,111)
27112258	3096	INTRST & INVST EARNING	\$0	(\$50)	\$0	(\$13)	(\$100)	(\$8)	(\$50)	\$0
27112260	3364	FILMING REVENUE	(\$15,000)	(\$20,050)	(\$15,000)	(\$24,760)	(\$15,000)	(\$13,622)	(\$15,000)	(\$500)
			(\$61,350)	(\$86,098)	(\$61,350)	(\$76,258)	(\$61,450)	(\$85,322)	(\$61,400)	(\$82,581)
Expenditures										
27112210	4005	OT SALARIES	\$0	\$0	\$0	\$0	\$0	\$954	\$0	\$0
27112220	4022	ADVERTISING	\$22,000	\$69,918	\$22,000	\$35,439	\$22,000	\$50,687	\$32,000	\$39,600
27112220	4028	PROF FEES	\$16,000	\$26,131	\$16,000	\$34,099	\$16,000	\$18,089	\$8,500	\$8,449
27112220	4115	OFFICE SUPPLIES	\$500	\$80	\$500	\$143	\$500	\$281	\$250	\$0
27112220	4132	POSTAGE	\$500	\$337	\$500	\$398	\$500	\$88	\$150	\$52
27112220	4135	PRINTING	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500	\$1,908
27112220	4144	EVENT SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$10,142
27112220	4146	ELECTRICITY	\$5,000	\$2,400	\$5,000	\$2,400	\$5,000	\$2,400	\$2,400	\$2,200
27112220	4160	MISC EXPENSE	\$10,000	\$4,656	\$10,000	\$3,688	\$10,000	\$9,486	\$2,000	\$961
27112222	4228	TRANSFER OUT	\$0	\$0	\$0	\$0	\$0	\$0	\$6,584	\$6,035
27112240	4228	TRANSFER OUT	\$11,232	\$8,939	\$13,312	\$9,749	\$13,312	\$10,371	\$0	\$0
			\$65,232	\$112,461	\$67,312	\$85,916	\$67,312	\$92,356	\$62,384	\$69,347
Net (Revenues) over Expenditures			\$3,882	\$26,363	\$5,962	\$9,658	\$5,862	\$7,034	\$984	(\$13,235)

MOTAB EXPENDITURE/REVENUE REPORT -- May 2014

DATE	DESCRIPTION	CATEGORY	DESCRIPTION	AMOUNT	MO TOTALS
5/21/2014	Beacon Media	Advertising	Half Page; 04/17/14	450.00	
5/21/2014	Beacon Media	Advertising	Half Page; 05/08/14	450.00	
5/1/2014	SGV Newspaper	Advertising	ROP Ad; SGV News; Main News 03/14/14	1,125.00	
5/1/2014	SGV Newspaper	Advertising	ROP Ad; SGV News; Main News 03/28/14	1,125.00	
5/21/2014	SGV Newspaper	Advertising	ROP Ad; SGV News; Main News 04/11/14	1,125.00	
5/21/2014	SGV Newspaper	Advertising	ROP Ad; SGV News; Main News 04/18/14	1,125.00	
					5,400.00
					0.00
5/31/2014	SCE	Utility	OT Electricity	200.00	
					200.00
	MONTH TO DATE EXPENDITURES				5,600.00
					0.00
5/31/2014	Deposit	BID	Assessments	1,264.06	
					1,264.06
	MONTH TO DATE DEPOSITS				1,264.06
	NET CHANGE				-4,335.94