

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA OLD TOWN ADVISORY BOARD  
HELD MONDAY, DECEMBER 9, 2014**

**CONVENE:** Chairman Rutilio “Rudy” Castellon convened the Regular Meeting of the Monrovia Old Town Advisory Board of Monday, December 9, 2014, at 9:31 a.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Senior Management Analyst Lauren Vasquez, 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.

**APPROVAL OF MINUTES:** It moved by Vice Chair Germany, seconded by Boardmember de la Riva to approve the Minutes of the November 10, 2014, Special Meeting. The motion carried unanimously.

**PUBLIC INPUT:**

1. Pam Fitzpatrick- Old Town Merchant
2. Karin Crehan- Executive Director, Monrovia Chamber of Commerce

**ADMINISTRATIVE REPORTS:**

**AR-1 Review of Budget Expenditures and Revenues – November 2014**

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

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

**REPORTS FROM STAFF:**

- (a) **Holiday Decoration Update:** Angel Carrillo, Management Assistant, reported that all holiday decorations were up by Thanksgiving with plans to replace more decorations before the 2015 holiday season.
- (b) **Holiday Parade & Tree Lighting Ceremony:** Lisa Hansberger, Recreation Supervisor, reported that this year’s event was a success, with approximately five thousand spectators in attendance, and announced the winners of the Holiday Home Decorating Contest.
- (c) **Holiday Expenditures Update:** Angel Carrillo, Management Assistant, reported that Staff was working to create a Holiday Expenditure Spreadsheet to better prepare the budget for the future holidays.
- (d) **New Year’s Eve Update:** Angel Carrillo, Management Assistant, reported that the New Year’s Eve Committee had met and everything was coming together well;
- (e) **Family Festival Productions, Inc. RFP Committee Update:** Angel Carrillo, Management Assistant, announced that the Committee would have their first meeting December 10, 2014; he would provide an update at the January MOTAB meeting.

**REPORTS FROM BOARDMEMBERS:**

- (a) **Chair Castrellon** reported that he was very proud of everyone who has worked so hard on all of the events that made Monrovia the talk of the town; comments from the community were very positive and the energy was up in Old Town.
- (b) **Vice Chair Germany** recognized the Monrovia Chamber of Commerce for the very successful Small Business Saturday event, and recognized Luke Fitzpatrick for his volunteer efforts to help Santa spread holiday cheer throughout the season and requested that MOTAB present a certificate at the next MOTAB Meeting.
- (c) **Boardmember Balsamo** announced the Chamber Holiday Mixer scheduled for December 17, 2014, noting free admission with an unwrapped toy to donate.
- (d) **Boardmember De La Riva** had no report.
- (e) **Boardmember Olivas** announced the Lunch Mob at Rudy's Mexican Food Restaurant that day from 11:30 a.m. to 1:30 p.m.

**NEXT SCHEDULED MEETING:**

The next Regular Meeting of the Monrovia Old Town Advisory Board was scheduled for Tuesday January 13, 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 10:05 a.m.