

**MINUTES OF THE ARTS & HISTORICAL PRESERVATION
ADVISORY BOARD FOR THE MEETING HELD ON
JULY 31, 2024**

1. Call Meeting to order and establishment of a Quorum.

Meeting was called to order at 10:00am

2. Roll Call.

Present: Chair Branum, BM Aulakh, BM Cawthon, BM Elliott, BM Finklea arrived at 10:06 a.m.

Staff: Assistant City Secretary Nellie, Assistant City Attorney Mehran Jadidi, and Senior Administrative Assistant Martha Alvarez; Accounting Specialist Adela Pelache

Ex-Officio: Council Member Alex Porretto

Absent: Vice Chair Corlie and BM Everling

3. Approval of Minutes from June 12, 2024.

Motion to approve the minutes by BM Cawthon

Second by BM Aulakh

Unanimously approved by those present

4. Public Comment

N/A

5. Review and Discuss Draft Updated Application

The Board reviewed the application for the Arts & Historic Preservation Board

BM Finklea recommended that we would have a way to upload the recipients marketing materials under item D with no more than 6 samples. Chair Branum asked to change the numbering to match the lettering and to have DocuSign capabilities for the signing of contracts.

BM Cawthon spoke on correcting minor typos.

6. Update on current reserved fund balance and what that is in percentage to the cap that it is supposed to be at.

Accounting Specialist Adela Pelache passed out the 6/8 Penny Allocation for the Arts as of May 31, 2024 (for April collections) One point made by Chair Branum was that there are no specifics on how to access the Reserve. She also stated that the allocation of a grant verses what we do on the funding there is nothing in there specific that says that it has to be utilized by year end because basically it would be a one time grant really don't want to put restrictions other than marketing and advertising. Discussion with Ex Officio Alex Porretto on transferring funds into the 5% reserve. No vote was taken.

7. Review and discuss updating of current Ordinance

It was recommended by Assistant City Secretary Nellie to take home the current printed code in its entirety and bring back recommendations to the next meeting in August.

8. Propose Future Agenda Items

Discuss current and future dispositions of surplus funds.

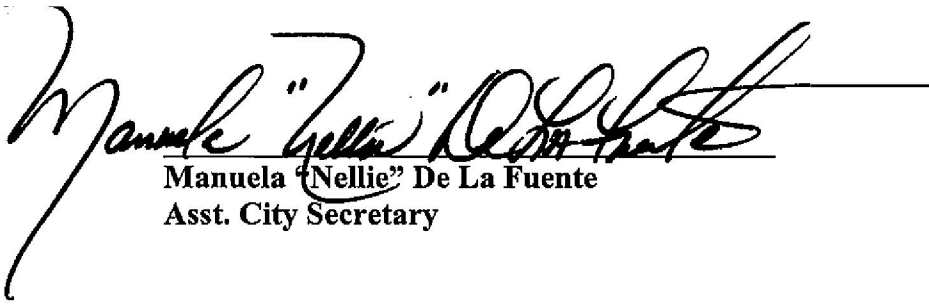
9. Propose Future Meeting Dates

August 28, 2024 at 10:00am in Room 204

September 11, 2024 at 10:00am in Room 204

10. Adjourn Meeting

Meeting Adjourned at 12:15pm

A large, stylized handwritten signature in black ink, which appears to read 'Manuela "Nellie" De La Fuente'. The signature is written over a horizontal line.

Manuela "Nellie" De La Fuente
Asst. City Secretary