

Civic-Recreational-Industrial Authority

Regular Meeting Agenda August 9, 2017 9:00 a.m.

Chairman Howard Lim Board Member David Carmany Board Member Larry Hartmann Board Member John Karns Board Member Danny Molina

Location: City Council Chamber, 15651 East Stafford Street, City of Industry, California

Addressing the Authority:

- Agenda Items: Members of the public may address the Authority on any matter listed on the Agenda. In order to conduct a timely meeting, there will be a three-minute time limit per person for any matter listed on the Agenda. Anyone wishing to speak to the Authority is asked to complete a Speaker's Card which can be found at the back of the room and at each podium. The completed card should be submitted to the City Clerk prior to the Agenda item being called and prior to the individual being heard by the Authority.
- Public Comments (Non-Agenda Items): Anyone wishing to address the Authority on an item <u>not</u> on the Agenda may do so during the "Public Comments" period. In order to conduct a timely meeting, there will be a three-minute time limit per person for the Public Comments portion of the Agenda. State law prohibits the Authority from taking action on a specific item unless it appears on the posted Agenda. Anyone wishing to speak to the Authority is asked to complete a Speaker's Card which can be found at the back of the room and at each podium. The completed card should be submitted to the City Clerk prior to the Agenda item being called by the City Clerk and prior to the individual being heard by the Authority.

Americans with Disabilities Act:

In compliance with the ADA, if you need special assistance to participate in any City meeting (including assisted listening devices), please contact the City Clerk's Office (626) 333-2211. Notification of at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting.

Agendas and other writings:

- In compliance with SB 343, staff reports and other public records permissible for disclosure related to open session agenda items are available at City Hall, 15625 East Stafford Street, Suite 100, City of Industry, California, at the office of the City Clerk during regular business hours, Monday through Friday 9:00 a.m. to 5:00 p.m. Any person with a question concerning any agenda item may call the City Clerk's Office at (626) 333-2211.
- Call to Order
- 2. Flag Salute
- Roll Call
- 4. Public Comments

5. **EXPO CENTER MATTERS**

- 5.1 Update on the Expo Center.
- 5.2 Consideration of the Register of Demands submitted by the Industry Hills Expo Center for July 2017.

RECOMMENDED ACTION:

Receive and file.

6. **BOARD MATTERS**

6.1 Consideration of the Register of Demands submitted by the Finance Department for August 9, 2017

RECOMMENDED ACTION: Approve the Register of Demands and authorize the appropriate personnel to pay the bills.

6.2 Consideration of Resolution No. CRIA 2017-02 – A RESOLUTION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY OF THE CITY OF INDUSTRY, CALIFORNIA, AMENDING SECTION 3.05, LEGAL COUNSEL OF ARTICLE III, OFFICERS AND EMPLOYEES, OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY JOINT EXERCISE OF POWERS AGREEMENT

RECOMMENDED ACTION:

Adopt Resolution No. CRIA 2017-02.

7. Adjournment. Next regular meeting: Wednesday, September 13, 2017, at 9:00 a.m.

ITEM NO. 5.2

Industry Hills Expo Center - Check Register JULY

DATE	CHECK NUMBER	PAYEE	AMOUNT	DETAILS
11511	7/5/2017 ALARM	co	\$700.00	PROGRESSIVE PMT-JULY
11512	7/5/2017 CED-IN	DUSTRY	\$81.33	PROPERTY MAINTENANCE
11513	7/5/2017 CNC EQ	UESTRIAN MANAGEMENT	\$11,016.44	PR W/E 070217
11514	7/5/2017 CSG		\$1,486.00	MONTHLY IT SERVICES-JULY
11515	7/5/2017 DEPAR	TMENT OF ALCOHOLIC BEVERAGE	\$699.00	ANNUAL LICENSE RENEWAL 2017/2018
11516	7/5/2017 FRONT	IER COMMUNICATIONS	\$286.98	MONTHLY FIOS CHGS JUNE/JULY
11517	7/5/2017 GINA H	ORN DESIGNS	\$1,491.15	PROGRAMS WK 5/ADD'L PRINTING EXP.
11518	7/5/2017 JUAN L	OPEZ	\$7,850.00	WIFI UPGRADE, IT SERVICE & ONLINE SUPPORT
11519	7/5/2017 OFFICE	DEPOT	\$804.74	OFFICE SUPPLIES EXPENSE
11520	7/5/2017 Procure		\$15,302.37	COMPUTER EQUIPMENT PURCHASE-NETWORK
11521		ERN CALIFORNIA EDISON	\$21,850.74	MONTHLY UTILITY-MAY/JUNE
11522	7/11/2017 AIRGAS	SWEST	\$168.26	BAR SUPPLIES EXP.
11523		SER BUSCH SALES OF AMERICA	\$460.80	ALCOHOL INVENTORY
11524	7/11/2017 AT&T		\$500.54	MONTHLY WIRELESS CHGS. JUNE/JULY
11525		SS CONSUMER ALLIANCE	\$395.00	ANNUAL MEMBERSHIP DUES
11526		L PROTECTION INC.	\$4,631.00	EVENT SECURITY SERVICES
11527	7/11/2017 CINTAS		\$413.48	MATS, MOPS AND UNIFORMS
11528		UESTRIAN MANAGEMENT	\$10,000.00	MONTHLY MANAGEMENT FEE-JULY
11529		AN WATER CONDITIONING	\$76.95	MONTHLY WATER FILTER SERVICE
11530	7/11/2017 dex ME		\$339.00	FACILITY ADVERTISING
11531		NDUSTRIAL JANITORIAL SERVICE	\$2,475.00	FACILITY CLEAN/RR&TRASH ATT. SPEEDWAY
11532		TART TECHNOLOGY SOLUTIONS	\$775.15	COLOR COPIES QRTLY EXP.
11533	7/11/2017 OFFICE	DEPOT	\$118.72	OFFICE SUPPLIES EXPENSE

11534	7/11/2017 P & R PAPER SUPPLY COMPANY	\$684.97 PAPER AND BAR SUPPLIES EXP.
11535	7/11/2017 ROGERS,CLEM & CO.	\$1,750.00 ACCOUNTING & CONSULTING SERVICES
11536	7/11/2017 SAN GABRIEL VALLEY NEWSPAPER GROUP	\$1,812.00 FACILITY ADVERTISING
11537	7/11/2017 SAN GABRIEL VALLEY WAREHOUSE	\$2,316.00 ALCOHOL INVENTORY (Indianos)
11538	7/11/2017 SHAMROCK FOODS COMPANY	\$3,229.92 CONCESSION INVENTORY
11539	7/11/2017 YOUNG'S MARKET CO.	\$399.80 ALCOHOL INVENTORY
11540	7/11/2017 PAV-070817 LIZ OCHOA	\$600.00 SECURITY DEPOSIT REFUND
11541	7/11/2017 PAV-070117 ANABEL LARA	\$600.00 SECURITY DEPOSIT REFUND
11542	7/11/2017 AR-070117 SAUL MARQUEZ	\$300.00 SECURITY DEPOSIT REFUND
11543	7/11/2017 PAV-063017 JESSICA JUAREZ	\$600.00 SECURITY DEPOSIT REFUND
11544	7/12/2017 GINA HORN DESIGNS	\$1,982.84 QRTLY MAILERS
11545	7/13/2017 PCR CASH	\$10,000.00 REPLENISH ATM FUNDS MA-071517 BPIR
11546	7/14/2017 CNC EQUESTRIAN MANAGEMENT	\$39,519.32 MONTHLY SALARY-EXP
11547	7/14/2017 CNC EQUESTRIAN MANAGEMENT	\$15,884.96 PR W/E 070217
11548	7/14/2017 CAMERA SECURITY SYSTEMS	\$4,837.13 RELOCATE DATA RACK, PHONE & FIBER LINES
11549	7/14/2017 CAPITAL PROTECTION INC.	\$1,793.00 EVENT SECURITY SERVICES
11550	7/14/2017 CINTAS	\$406.88 MATS, MOPS AND UNIFORMS
11551	7/14/2017 GINA HORN DESIGNS	\$1,317.50 PROGRAMS WK. 6
11552	7/14/2017 JANUS PEST MANAGEMENT, INC.	\$880.00 MONTHLY PEST CONTROL EXPENSE
11553	7/14/2017 KIKI'S INDUSTRIAL JANITORIAL SERVICE	\$715.00 RR & TRASH ATT. ARENA EVENTS
11554	7/14/2017 SCHAEFER AMBULANCE SERVICE	\$1,485.00 REIMBURSABLE EXP
11557	7/16/2017 PCR CASH	\$9,540.00 REPLENISH ATM FUNDS-MA-071617 BPIR
11558	7/17/2017 JOE JONES	\$120.00 RIDER PAYOUT 071217
11559	7/17/2017 JOE JONES	\$100.00 RIDER PAYOUT 071217
11560	7/17/2017 DILLON OSBORNE	\$75.00 RIDER PAYOUT 071217
11561	7/17/2017 ROBERT CURRY	\$50.00 RIDER PAYOUT 071217
11562	7/17/2017 ADAM DUCKETT	\$30.00 RIDER PAYOUT 071217

11563	7/17/2017 MICHAEL MILLER	\$60.00 RIDER PAYOUT 071217
11564	7/17/2017 KEVIN FIFE	\$45.00 RIDER PAYOUT 071217
11565	7/17/2017 BRENT SMITH	\$30.00 RIDER PAYOUT 071217
11566	7/17/2017 GEORGE YATES	\$15.00 RIDER PAYOUT 071217
11567	7/17/2017 CHET KOHLER	\$60.00 RIDER PAYOUT 071217
11568	7/17/2017 MICHAEL WELLS	\$45.00 RIDER PAYOUT 071217
11569	7/17/2017 RON DAVIS	\$30.00 RIDER PAYOUT 071217
11570	7/17/2017 RUDY LAURER	\$15.00 RIDER PAYOUT 071217
11571	7/17/2017 AARON FOX	\$510.00 RIDER PAYOUT 071217
11572	7/17/2017 AUSTIN NOVRATIL	\$405.00 RIDER PAYOUT 071217
11573	7/17/2017 MAX RUML	\$325.00 RIDER PAYOUT 071217
11574	7/17/2017 LUKE BECKER	\$265.00 RIDER PAYOUT 071217
11575	7/17/2017 DILLON RUML	\$160.00 RIDER PAYOUT 071217
11576	7/17/2017 SHAWN McCONNELL	\$140.00 RIDER PAYOUT 071217
11577	7/17/2017 GAGE GEIST	\$135.00 RIDER PAYOUT 071217
11578	7/17/2017 SAMUEL RAMIREZ	\$100.00 RIDER PAYOUT 071217
11579	7/17/2017 MIKE BLOOM	\$20.00 RIDER PAYOUT 071217
11580	7/17/2017 BOBBY SCHWARTZ	\$15.00 RIDER PAYOUT 071217
11581	7/17/2017 SHAUN HARMATIUK	\$10.00 RIDER PAYOUT 071217
11582	7/17/2017 BRAD SAUER	\$5.00 RIDER PAYOUT 071217
11583	7/17/2017 TYSON TALKINGTON	\$5.00 RIDER PAYOUT 071217
11584	7/17/2017 RICK RICHARDS	\$5.00 RIDER PAYOUT 071217
11585	7/17/2017 AR-071517R GUADALUPE MCCULLOUGH	\$300.00 SECURITY DEPOSIT REFUND
11586	7/17/2017 ANHEUSER BUSCH SALES OF AMERICA	\$528.00 ALCOHOL INVENTORY
11587	7/17/2017 BROWN & BROWN OF CALIFORNIA INC.	\$700.00 TULIP INSURANCE EXPENSE
11588	7/17/2017 CAPITAL PROTECTION INC.	\$1,565.74 EVENT SECURITY SERVICES
11589	7/17/2017 CLASSIC DISTRIBUTING & BEV.	\$736.50 ALCOHOL INVENTORY

11590	7/17/2017 CNC EQUESTRIAN MANAGEMENT	\$6,545.74 PR W/E 070917
11591	7/17/2017 COLD STAR ICE	\$539.50 ICE FOR ARENA EVENT-071517
11592	7/17/2017 FED EX	\$146.48 POSTAGE EXPENSE
11593	7/17/2017 FRONTIER COMMUNICATIONS	\$498.60 MONTHLY PHONE CHARGES-ADMIN.
11594	7/17/2017 OFFICE DEPOT	\$93.43 OFFICE SUPPLIES EXPENSE
11595	7/17/2017 SOUTHERN WINE & SPIRITS	\$2,398.97 ALCOHOL INVENTORY
11596	7/17/2017 YOUNG'S MARKET CO.	\$1,026.32 ALCOHOL INVENTORY
11597	7/17/2017 PCR CASH	\$15,000.00 REPLENISH ATM TERMINALS MA-072317
11598	7/18/2017 CINTAS	\$413.48 MATS, MOPS AND UNIFORMS
11599	7/18/2017 JANUS PEST MANAGEMENT, INC.	\$325.00 BEE ERADICATION-ARENA
11600	7/19/2017 PCR CASH	\$5,000.00 REPLENISH ATM TERMINALS-BANQUET EVENTS
11601	7/20/2017 BRENT SMITH	\$60.00 RIDER PAYOUT 071917
11602	7/20/2017 KEVIN FIFE	\$45.00 RIDER PAYOUT 071917
11603	7/20/2017 GEORGE YATES	\$30.00 RIDER PAYOUT 071917
11604	7/20/2017 KEVIN FIORE	\$15.00 RIDER PAYOUT 071917
11605	7/20/2017 BLAKE BORELLO	\$60.00 RIDER PAYOUT 071917
11606	7/20/2017 MICHAEL WELLS	\$45.00 RIDER PAYOUT 071917
11607	7/20/2017 CHET KOHLER	\$30.00 RIDER PAYOUT 071917
11608	7/20/2017 RON DAVIS	\$15.00 RIDER PAYOUT 071917
11609	7/20/2017 MAX RUML	\$500.00 RIDER PAYOUT 071917
11610	7/20/2017 LUKE BECKER	\$400.00 RIDER PAYOUT 071917
11611	7/20/2017 AARON FOX	\$310.00 RIDER PAYOUT 071917
11612	7/20/2017 AUSTIN NOVRATIL	\$255.00 RIDER PAYOUT 071917
11613	7/20/2017 BROC NICOL	\$175.00 RIDER PAYOUT 071917
11614	7/20/2017 GINO MANZARES	\$155.00 RIDER PAYOUT 071917
11615	7/20/2017 TYSON TALKINGTON	\$115.00 RIDER PAYOUT 071917
11616	7/20/2017 GAGE GEIST	\$110.00 RIDER PAYOUT 071917
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11617	7/20/2017 DILLON RUML	\$20.00 RIDER PAYOUT 071917
11618	7/20/2017 SHAUN HARMATIUK	\$20.00 RIDER PAYOUT 071917
11619	7/20/2017 SHAWN McCONNELL	\$15.00 RIDER PAYOUT 071917
11620	7/20/2017 BOBBY SCHWARTZ	\$15.00 RIDER PAYOUT 071917
11621	7/20/2017 BOB HICKS	\$10.00 RIDER PAYOUT 071917
11622	7/25/2017 A.M. PLAYER	\$1,073.99 STAFF UNIFORM SHIRTS & HATS
11623	7/25/2017 CAPITAL PROTECTION INC.	\$6,908.00 EVENT SECURITY SERVICES
11624	7/25/2017 CINTAS	\$379.15 MATS, MOPS AND UNIFORMS
11625	7/25/2017 CITY OF INDUSTRY	\$3,657.49 ROLLOFF & DUMP FEES JULY
11626	7/25/2017 COASTAL CARBONIC	\$116.41 CARBO CHARGER-PATIO CAFÉ
11627	7/25/2017 HOME DEPOT	\$2,379.36 PROPERTY MAINTENANCE
11628	7/25/2017 KIKI'S INDUSTRIAL JANITORIAL SERVICE	\$1,750.00 RR & TRASH ATT. ARENA EVENTS
11629	7/25/2017 MERRITT'S ACE HARDWARE	\$294.44 SUPPLIES EXPENSE
11630	7/25/2017 OFFICE DEPOT	\$180.16 OFFICE SUPPLIES EXPENSE
11631	7/25/2017 PITNEY BOWES	\$49.99 ANNUAL SERVICE FEE.
11632	7/25/2017 PITNEY BOWES-PURCHASE POWER	\$50.99 POSTAGE/SUPPLIES
11633	7/25/2017 ProcureIT	\$10,838.21 COMPUTER EQUIPMENT PURCHASE-PC
11634	7/25/2017 RANCHO JANITORIAL SUPPLIES	\$1,271.45 CLEANING SUPPLIES EXPENSE
11635	7/25/2017 SATSUMA LANDSCAPE	\$8,699.13 MONTHLY LANDSCAPE CHARGES
11636	7/25/2017 SCHAEFER AMBULANCE SERVICE	\$975.00 PARAMEDIC STANDBY-SPEEDWAY EVENTS
11637	7/25/2017 SHAMROCK FOODS COMPANY	\$1,612.51 CONCESSION INVENTORY
11638	7/25/2017 AR-072217 KARLA PANIAGUA	\$300.00 SECURITY DEPOSIT REFUND
11639	7/25/2017 AR-072317 MANUEL COUTINO	\$300.00 SECURITY DEPOSIT REFUND
11640	7/25/2017 PAV-072217 GISELLE BARRERA	\$600.00 SECURITY DEPOSIT REFUND
11641	7/25/2017 PCR CASH	\$2,145.58 REPLENISH PETTY CASH-JUNE RECEIPTS
11642	7/26/2017 CAPITAL PROTECTION INC.	\$11,302.50 EVENT SECURITY SERVICES
11643	7/26/2017 JONES BIRDSONG LLP	\$4,426.00 SPEEDWAY INS PREMIUM-FINAL PMT.

11644 7/26/2017 KIKI'S INDUSTRIAL JANITORIAL SERVICE \$2,450.00 RR & TRASH ATT. ARENA EVEN	
11645 7/26/2017 CNC EQUESTRIAN MANAGEMENT \$19,253.68 PR W/E 071617	
11646 7/27/2017 PCR CASH \$10,000.00 REPLENISH ATM TERMINALS-A	RENA
11647 7/28/2017 BOARD OF EQUALIZATION \$2,565.00 PRE-PAY SALES TAX	
11648 7/28/2017 GINA HORN DESIGNS \$1,404.00 PROGRAMS WK. 7	
11649 7/28/2017 SOUTHERN CALIFORNIA EDISON \$16,050.96 MONTHLY UTILITY-JUNE/JULY	7

TOTAL

\$334,603.73

ITEM NO. 6.1

AUTHORIZATION FOR PAYMENT OF BILLS Board Meeting August 9, 2017

FUND	DESCRIPTION	DISBURSEMENTS

360 INDUSTRY HILLS EXPO OPERATING ACCOUNT 30,186.08

BANK DESCRIPTION DISBURSEMENTS

WFCK WELLS FARGO CHECKING 30,186.08

APPROVED PER CITY MANAGER

Civic-Recreational-Industrial Authority Board Meeting August 9, 2017

Check	Date		Payee Name		Check Amount
CRIA.WF	.CHK - CRIA Wells Fargo CI	hecking			
10657	07/12/2017		CRIA-EQUESTRIA	N CENTER	\$23,152.37
	Invoice	Date	Description	Amount	425/142141
	07/06/17-A	07/06/2017	REIMBURSEMENT FOR CK #11518 - WIFI PROJECT	\$7,850.00	
	07/06/17-B	07/06/2017	REIMBURSEMENT FOR CK #11520 - COMPUTER	\$15,302.37	
10658	07/19/2017		SOCALGAS		\$64.05
	Invoice	Date	Description	Amount	******
	2018-00000014	07/05/2017	06/01-06/30/17 SVC - 16200 TEMPLE AVE APT 100-	\$17.33	
	2018-00000015	07/05/2017	06/01-06/30/17 SVC - 16200 TEMPLE AVE APT 202-	\$46.72	
10659	08/09/2017		ASTRA INDUSTRI	IAL SERVICES, INC	\$150.22
	Invoice	Date	Description	Amount	
	00157180	07/14/2017	SUPPLIES - EXPO CENTER	\$150.22	
10660	08/09/2017 CITY OF INDUSTRY		\$448.88		
	Invoice	Date	Description	Amount	
	2017-00000092	06/30/2017	MAY 24-31 & JUNE 2017 FUEL COSTS - EXPO	\$448.88	
10661	08/09/2017 CITY OF INDUSTRY-REFUSE		RY-REFUSE	\$300.00	
	Invoice	Date	Description	Amount	
	2925995	07/01/2017	IH RODEO STORAGE BOX	\$300.00	
10662	08/09/2017		CNC ENGINEERII	NG	\$162.71
	Invoice	Date	Description	Amount	
	455993	06/30/2017	EXPO CENTER STANDARDS OF MAINT - MISC	\$162.71	
10663	08/09/2017		CRIA-PAYROLL A	CCOUNT	\$3,000.00
	Invoice	Date	Description	Amount	
	JUL-17	07/12/2017	REIMBURSE PAYROLL - JULY 2017	\$3,000.00	
10664	08/09/2017		FRAZER, LLP		\$2,115.00
	Invoice	Date	Description	Amount	

Civic-Recreational-Industrial Authority Board Meeting August 9, 2017

Check	Date		Payee Name		Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking					
	149831	06/30/2017	PROFESSIONAL SVC - JUNE 2017	\$2,115.00	
10665	08/09/2017	All markets and a second a second and a second a second and a second a second and a	GREG'S REFRI	GERATION	\$792.85
	Invoice	Date	Description	Amount	
	19697	06/20/2017	REPAIR WALK-IN COOLER - EXPO CENTER	\$528.85	
	19775	07/11/2017	A/C & FREEZER REPAIR - EXPO CENTER	\$264.00	

Checks Status Cour		Count	Transaction Amount
	Total	9	\$30,186.08

ITEM NO. 6.2

RESOLUTION NO. CRIA 2017-02

A RESOLUTION OF THE CIVIC-RECREATIONAL-INDUSTRY AUTHORITY OF THE CITY OF INDUSTRY, CALIFORNIA, AMENDING SECTION 3.05, LEGAL COUNSEL OF ARTICLE III, OFFICERS AND EMPLOYEES, OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY JOINT EXERCISE OF POWERS AGREEMENT

WHEREAS, the Civic-Recreational-Industry Authority ("CRIA") and the City Council of the City of Industry ("City") entered into a Joint Exercise of Powers Agreement (the "JPA") effective on March 23, 2006, establishing the City of Industry Property and Housing Management Authority (the "Authority"); and

WHEREAS, CRIA wishes to amend Section 3.05, Legal Counsel of Article III, Officers and Employees, of the JPA to allow the Authority to appoint its legal counsel.

NOW, THEREFORE, CRIA DOES HEREBY RESOLVE, DETERMINE, FIND, AND ORDER AS FOLLOWS:

SECTION 1: CRIA finds as follows that the above findings are true and correct and are incorporated herein by reference.

SECTION 2: CRIA hereby amends Section 3.05, Legal Counsel of Article III, Officers and Employees, of the JPA to read in its entirety as follows:

"<u>Legal Counsel</u>. The City Attorney or other legal counsel as may be appointed by the Authority shall serve as the legal counsel of the Authority and will perform such duties as may be prescribed by the Board and will be paid in accordance with the counsel's written agreement with the Authority."

<u>SECTION 3:</u> This Amendment shall become effective upon the adoption by the City Council of the City of Industry of a similar Resolution, amending Section 3.05, Legal Counsel of Article III, Officers and Employees, of the JPA.

SECTION 4: The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 5: CRIA's Secretary shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

	ED AND ADOPTED by the Civic-Recreational-Industry Authority of the City r meeting held on August 9, 2017 by the following vote:
AYES:	BOARD MEMBERS:
NOES:	BOARD MEMBERS:
ABSTAIN:	BOARD MEMBERS:
ABSENT:	BOARD MEMBERS:
ATTEST:	Howard Lim, Chairman
Diane M. Schlichting,	Assistant Secretary