



Civic-Recreational-Industrial Authority

Regular Meeting Agenda
December 12, 2018
9:00 a.m.

Chairman Larry Hartmann
Vice Chairman John Karns
Board Member David Carmany
Board Member Sean Lee
Board Member Ronald Whittemore

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 not 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 Thursday 8:00 a.m. to 5:00 p.m., Friday 8:00 a.m. to 4:00 p.m. Any person with a question concerning any agenda item may call the City Clerk's Office at (626) 333-2211.

-
-
1. Call to Order
 2. Flag Salute
 3. Roll Call
 4. Public Comments

5. **EXPO CENTER MATTERS**

5.1 Update on the Expo Center

RECOMMENDED ACTION: Receive and file.

5.2 Consideration of the Register of Demands submitted by the Industry Hills Expo Center for October 2018

RECOMMENDED ACTION: Receive and file.

5.3 Consideration of the Register of Demands submitted by the Industry Hills Expo Center for November 2018

RECOMMENDED ACTION: Receive and file.

6. **BOARD MATTERS**

6.1 Consideration of the Register of Demands submitted by the Finance Department for November 7, 2018

RECOMMENDED ACTION: Ratify the Register of Demands for November 7, 2018.

6.2 Consideration of the Register of Demands submitted by the Finance Department for December 12, 2018

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

6.3 Consideration of the minutes of the June 13, 2018 regular meeting, July 11, 2018 special meeting, October 10, 2018 regular meeting and November 7, 2018 regular meeting

RECOMMENDED ACTION: Approve as submitted.

6.4 Presentation and discussion regarding the Civic-Recreational-Industrial Authority's Financial Reports for August 31, 2018, September 30, 2018, and October 31, 2018

RECOMMENDED ACTION: Receive and file the reports.

6.5 Consideration of Statement of Investment Policy

RECOMMENDED ACTION: Approve as submitted.

7. Adjournment. Next regular meeting: Wednesday, January 9, 2019, at 9:00 a.m.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.1

Additional back-up will be provided prior to the Meeting

OCTOBER - BANQUET NON-AVAILABILITY SHEET

Date Called	Client Name	Date Requested	Pavilion	Avalon Room	Guests	Type of Event	How they heard	Contact
10/01/18	Araceli	November 3, 2018	TB	TS	150	Birthday Party	Referral	Phone
10/02/18	Joselyn	March 30, 2018	1		200	Birthday Dinner	Attended	Phone
10/04/18	Juan	December 1, 2018		1	100	Birthday Party	Attended	Phone
10/04/18	David	December 29, 2018		1	80	Birthday Party	Referral	Phone
10/04/18	Maria	April 6, 2018	1		250	Wedding Reception	Referral	Phone
10/08/18	Lorena	May 18, 2019	TB	TS	175	Wedding Reception	Referral	Phone
10/09/19	Alejandra Sandoval	March 9, 2019	1		300	Wedding Reception	Website	E-Mail
10/09/18	Leslie	February 2, 2019			125	Sweet 16th	Attended	Phone
10/10/18	Yvette	December 1, 2018	1		350	Wedding Reception	Attended	Phone
10/11/18	Veronica McAuliffe	April 27, 2019	TB	TS	150	Wedding Reception	Website	E-Mail
10/15/18	Pat Ruiz	March 16, 2019	1		325	Family Annual Celebration	Referral	E-Mail
10/18/18	Elaine	November 16 & 17, 2018	1		200	Meeting	Referral	Phone
10/19/18	Jaymie	July, 2019	1		250	Wedding Reception	Attended	Phone
10/19/18	Rose Marie	November 11, 2018		1	120	Birthday Party	Returned	Phone
10/22/18	Angela	May 4, 2019	1		200	Wedding Reception	Referral	Phone
			10	5				

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.2

Industry Hills Expo Center - Check Register
OCTOBER

CHECK #	CHECK #	DATE	PAYEE	AMOUNT	DETAILS
13407	13407	10/01/2018	ALARMCO	700.00	PROGRESSIVE PMT-FIRE SYSTEM
13408	13408	10/01/2018	CAPITAL PROTECTION INC.	1,017.28	EVENT SECURITY SERVICES
13409	13409	10/01/2018	CHAD'S PROFESSIONAL CLEANING	475.00	CARPET CLEAN-BANQUETS
13410	13410	10/01/2018	CINTAS	674.44	MATS, MOPS AND UNIFORMS
13411	13411	10/01/2018	CITY OF INDUSTRY	788.22	FRONT LOAD SERVICE, STORAGE BOXES
13412	13412	10/01/2018	CLASSIC DISTRIBUTING & BEV.	2,787.48	ALCOHOL INVENTORY
13413	13413	10/01/2018	CNC EQUESTRIAN MANAGEMENT	44,493.22	MONTHLY SALARIES-OCTOBER
13414	13414	10/01/2018	FRONTIER COMMUNICATIONS	288.98	HIGH SPEED INTERNET SERVICE
13415	13415	10/01/2018	HARBOR DISTRIBUTING,LLC	2,896.00	ALCOHOL INVENTORY
13416	13416	10/01/2018	JANUS PEST MANAGEMENT, INC.	155.00	PEST CONTROL
13417	13417	10/01/2018	P & R PAPER SUPPLY COMPANY	1,939.38	PAPER/CLEANING SUPPLIES EXP.
13418	13418	10/01/2018	PITNEY BOWES	138.82	POSTAGE METER EXP.
13419	13419	10/01/2018	RANCHO JANITORIAL SUPPLIES	784.44	CLEANING SUPPLIES
13420	13420	10/01/2018	SOUTHERN WINE & SPIRITS	4,702.64	ALCOHOL INVENTORY
13421	13421	10/01/2018	STAPLES Business Advantage	100.27	OFFICE SUPPLIES EXPENSE.
13422	13422	10/01/2018	SYSCO	3,318.94	CONCESSION INVENTORY
13423	13423	10/01/2018	JAM GOLF CARS	2,402.21	GOLF CART MAINTENANCE/REPAIRS
13424	13424	10/04/2018	INDUSTRY HILLS CHARITY EVENTS COUNCIL	450.00	RODEO TICKETS-STAFF
13425	13425	10/02/2018	AR-093018 ASHLEY MACIAS	300.00	SECURITY DEPOSIT REFUND
13426	13426	10/02/2018	PAV-092918 SANDY RAMAGE	600.00	SECURITY DEPOSIT REFUND
13427	13427	10/02/2018	AR-092918 CHRISTY GRAJEDA	300.00	SECURITY DEPOSIT REFUND
13428	13428	10/02/2018	VOID CHECK	0.00	DATA ENTRY ERROR
13429	13429	10/02/2018	CAPITAL PROTECTION INC.	11,204.60	EVENT SECURITY SERVICES
13430	13430	10/02/2018	CINTAS	548.05	MATS, MOPS AND UNIFORMS
13431	13431	10/02/2018	CLASSIC DISTRIBUTING & BEV.	414.00	ALCOHOL INVENTORY
13432	13432	10/02/2018	COASTAL CARBONIC	9.85	WEIGH TICKET FEE
13433	13433	10/02/2018	CULLIGAN WATER CONDITIONING	79.11	MONTHLY WATER FILTER SERVICE
13434	13434	10/02/2018	F.GAVINA & SONS INC.	160.16	COFFEE SERVICE
13435	13435	10/02/2018	GINA HORN DESIGNS	28.00	BUSINESS CARDS-C.MOSS
13436	13436	10/02/2018	JANUS PEST MANAGEMENT, INC.	555.00	PEST CONTROL
13437	13437	10/02/2018	KIKI'S INDUSTRIAL JANITORIAL SERVICE	2,000.00	MONTHLY FAC.CLEAN
13438	13438	10/02/2018	OFFICE DEPOT	35.38	OFFICE SUPPLIES EXP.
13439	13439	10/02/2018	SYSCO	1,806.16	CONCESSION INVENTORY
13440	13440	10/02/2018	TINA MICHELLE &THE RHINESTONE COWGIRLS	1,125.00	DJ/INSTRUCTOR-RODEO DANCE
13441	13441	10/04/2018	VOID CHECK	0.00	PRINTER FEED ERROR
13442	13442	10/08/2018	PCR CASH	20,000.00	REPLENISH ATM TERMINALS-RODEO
13443	13443	10/10/2018	AG-092918 GEORGINA MADRID	142.40	SECURITY DEPOSIT REFUND
13444	13444	10/10/2018	MA-090118 LYNDIA TJARKS LA GOLDEN RET	3,490.00	REFUND-OVERPMT ON ACCT.
13445	13445	10/10/2018	MA-090818 LYNDIA TJARKS WCCS	2,090.00	REFUND-OVERPMT ON ACCT.
13446	13446	10/10/2018	PAV-100718 BRENDA AMEZCUA	600.00	SECURITY DEPOSIT REFUND

CHECK #	CHECK #	DATE	PAYEE	AMOUNT	DETAILS
13447	13447	10/10/2018	PAV-100618 DENISE ZAVALA	500.00	SECURITY DEPOSIT REFUND
13448	13448	10/10/2018	AR-100618 KIMBERLY AGACER	300.00	SECURITY DEPOSIT REFUND
13449	13449	10/15/2018	CAPITAL PROTECTION INC.	1,994.52	EVENT SECURITY SERVICES
13450	13450	10/15/2018	CINTAS	499.67	MATS, MOPS AND UNIFORMS
13451	13451	10/15/2018	CITY OF INDUSTRY	5,030.40	ROLL OFF AND DUMP FEES-SEPT.
13452	13452	10/15/2018	COASTAL CARBONIC	130.65	CARBO CHARGER-PATIO CAFÉ
13453	13453	10/15/2018	CROWN SHAVINGS	1,440.00	SHAVINGS
13454	13454	10/15/2018	DMV RENEWAL	991.00	VEHICLE REGISTRATION-H2o TRUCK
13455	13455	10/15/2018	GREGS REFRIGERATION	1,051.16	PROPERTY MAINTENANCE-PAVILION
13456	13456	10/15/2018	JANUS PEST MANAGEMENT, INC.	1,290.00	PEST CONTROL
13457	13457	10/15/2018	OFFICE DEPOT	214.69	OFFICE SUPPLIES EXP.
	13458	10/15/2018	VOID CHECK	0.00	DATA ENTRY ERROR
13459	13459	10/15/2018	SATSUMA LANDSCAPE	8,674.00	MONTHLY LANDSCAPE EXP.
13460	13460	10/15/2018	SCHAEFER AMBULANCE SERVICE	880.00	AMB.STANDBY-RODEO
13461	13461	10/15/2018	VOID CHECK	0.00	PRINTER FEED ERROR
13462	13462	10/15/2018	SPARKLETTS	996.17	ALCOHOL INVENTORY
13463	13463	10/15/2018	SYMONS EMERGENCY SPECIALTIES INC.	3,900.00	AMB./EMT STANDBY-ARENA EVENTS
13464	13464	10/15/2018	SYSCO	1,648.40	CONCESSION INVENTORY
13465	13465	10/15/2018	THE FLY GUY	1,972.31	FLY ABATEMENT SERVICE-BARNS
13466	13466	10/15/2018	YOUNG'S MARKET CO.	1,259.80	ALCOHOL INVENTORY
13467	13467	10/15/2018	SOUTHERN WINE & SPIRITS	537.00	ALCOHOL INVENTORY
13468	13468	10/15/2018	AV MASTER ENTERTAINMENT	220.00	REIMBURSABLE EXP. CCCA EVENT
13469	13469	10/15/2018	E-Z UP DIRECT.COM	2,322.23	CANOPY PURCHASE-ARENA
13470	13470	10/18/2018	PCR CASH	25,000.00	REPLENISH ATMS MA-102018
13471	13471	10/19/2018	ANDREA F MALDONADO	975.00	SOCIAL MEDIA MKTG EXP-OCTOBER
13472	13472	10/19/2018	AT&T	1,391.90	WIRELESS PH. CHGS-EQUIP PURCH.
13473	13473	10/19/2018	CNC EQUESTRIAN MANAGEMENT	4,301.19	PR W/E 09/30/18
13474	13474	10/19/2018	FED EX	33.50	POSTAGE EXP.
13475	13475	10/19/2018	FRONTIER COMMUNICATIONS	517.99	MONTHLY
13476	13476	10/19/2018	GREGS REFRIGERATION	552.30	PROPERTY MAINT.EXP-CAFÉ
13477	13477	10/19/2018	OFFICE DEPOT	25.73	OFFICE SUPPLIES EXP.
13478	13478	10/19/2018	VOID CHECK	0.00	DATA ENTRY ERROR
13479	13479	10/19/2018	ROGERS,CLEM & CO.	2,200.00	ACCTG, CONSULTING-SEPTEMBER
13480	13480	10/19/2018	SUPREMA CO.	350.00	ALCOHOL INVENTORY
13481	13481	10/19/2018	XEROX FINANCIAL SERVICES	674.96	LEASE PMT-COPIER
13482	13482	10/22/2018	California Dept. of Tax and Fee Admin.	13,074.00	SALES TAX PAYMENT
13483	13483	10/22/2018	CNC EQUESTRIAN MANAGEMENT	8,607.65	PR W/E 10/07 & 10/14/18
13484	13484	10/22/2018	EL MONTE ICE CO.	1,572.50	ICE SERVICE-ARENA EVENTS
13485	13485	10/22/2018	JANUS PEST MANAGEMENT, INC.	220.00	PEST CONTROL
13486	13486	10/22/2018	OFFICE DEPOT	267.41	OFFICE SUPPLIES EXP.
13487	13487	10/01/2018	HARALAMBOS BEVERAGE CO.	6,720.00	ALCOHOL INVENTORY
13488	13488	10/22/2018	PCR CASH	1,079.25	REPLENISH PETTY CASH-SEPT REC.

CHECK #	CHECK #	DATE	PAYEE	AMOUNT	DETAILS
13489	13489	10/22/2018	AR-101918 JAMES MOJICA	300.00	SECURITY DEPOSIT REFUND
13490	13490	10/22/2018	AR-101418 SHAYNA MARKWONGNARK	300.00	SECURITY DEPOSIT REFUND
13491	13491	10/22/2018	AR-101318 CYNTHIA LANDAVERDE	300.00	SECURITY DEPOSIT REFUND
13492	13492	10/22/2018	AG-101918 ROBERT SONORA	200.00	SECURITY DEPOSIT REFUND
13493	13493	10/24/2018	CAPITAL PROTECTION INC.	1,479.72	EVENT SECURITY SERVICES
13494	13494	10/24/2018	CINTAS	507.64	MATS, MOPS AND UNIFORMS
13495	13495	10/24/2018	CLASSIC DISTRIBUTING & BEV.	551.50	ALCOHOL INVENTORY
13496	13496	10/24/2018	VOID CHECK	0.00	DATA ENTRY ERROR
13497	13497	10/24/2018	JAM GOLF CARS	324.00	GOLF CART MAINTENANCE/REPAIRS
13498	13498	10/24/2018	KIKI'S INDUSTRIAL JANITORIAL SERVICE	1,475.00	RR/TRASH ATT.-ARENA EVENTS
13499	13499	10/24/2018	OFFICE DEPOT	130.14	OFFICE SUPPLIES EXP.
13500	13500	10/24/2018	RANCHO JANITORIAL SUPPLIES	3,194.53	CLEANING SUPPLIES EXP.
13501	13501	10/24/2018	SOUTHERN CALIFORNIA EDISON	14,821.24	MONTHLY UTILITY EXPENSE
13502	13502	10/24/2018	SYSCO	1,629.67	CONCESSION INVENTORY
13503	13503	10/24/2018	HARBOR DISTRIBUTING,LLC	1,244.00	ALCOHOL INVENTORY
13504	13504	10/24/2018	AR-102118 ANNA GONZALEZ	300.00	SECURITY DEPOSIT REFUND
13505	13505	10/29/2018	MA-102018 GSG GROUP (BEACH SOCCER)	5,540.00	PARKING REBATE-554 TICKETS
13506	13506	10/29/2018	MA-102018 GSG GROUP (BEACH SOCCER)	6,655.00	REFUND OVERPMT ON ACCT
13507	13507	10/29/2018	AR-102718 ADRIANA BARRIOS	300.00	SECURITY DEPOSIT REFUND
13508	13508	10/29/2018	PAV-102718 MAYRA CANTERO	600.00	SECURITY DEPOSIT REFUND
13509	13509	10/29/2018	AR-102518 KAREN ANDERSON	300.00	SECURITY DEPOSIT REFUND
13510	13510	10/29/2018	California Dept. of Tax and Fee Admin.	550.33	LATE PMT-PENALTY
13511	13511	10/29/2018	CAPITAL PROTECTION INC.	21,236.88	EVENT SECURITY SERVICES
13512	13512	10/29/2018	CINTAS	1,779.16	MATS, MOPS AND UNIFORMS
13513	13513	10/29/2018	CLASSIC DISTRIBUTING & BEV.	272.00	ALCOHOL INVENTORY
13514	13514	10/29/2018	CNC EQUESTRIAN MANAGEMENT	6,203.89	PR W/E 10/22/18
13515	13515	10/29/2018	DELHAVEN COMMUNITY CENTER	1,050.00	SHUTTLE SERVICE MA-102018
13516	13516	10/29/2018	F.GAVINA & SONS INC.	1,761.85	COFFEE SERVICE
13517	13517	10/29/2018	VOID CHECK	0.00	DATA ENTRY ERROR
13518	13518	10/29/2018	HOME DEPOT	192.47	PROPERTY MAINTENANCE
13519	13519	10/29/2018	JANUS PEST MANAGEMENT, INC.	314.00	PEST CONTROL
13520	13520	10/29/2018	MARTHA PEREZ	184.00	REIMBURSABLE EXP-CCCA EVENT
13521	13521	10/29/2018	OFFICE DEPOT	116.29	OFFICE SUPPLIES EXP.
13522	13522	10/29/2018	PITNEY BOWES	32.00	POSTAGE METER/SALES USE TAX.
13523	13523	10/29/2018	RANCHO JANITORIAL SUPPLIES	140.13	CLEANING SUPPLIES
13524	13524	10/29/2018	ROBINSONS FLOWERS	376.05	REIMBURSABLE EXP-CCCA EVENT
13525	13525	10/29/2018	STAPLES Business Advantage	40.27	OFFICE SUPPLIES EXP.
13526	13526	10/29/2018	SYSCO	7,545.42	CONCESSION INVENTORY EXP.
13527	13527	10/29/2018	HARBOR DISTRIBUTING,LLC	1,411.50	ALCOHOL INVENTORY
TOTAL				\$300,374.09	

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.3

Industry Hills Expo Center - Check Register
NOVEMBER

CHECK #	DATE	PAYEE	AMOUNT	DETAILS
13532	11/01/2018	PCR CASH	1,519.46	REPLENISH PETTY CASH-OCT. REC.
13533	11/06/2018	ALARMCO	700.00	PROGRESSIVE PMT-FIRE SYSTEM
13534	11/06/2018	ANHEUSER BUSCH SALES OF AMERICA	153.00	ALCOHOL INVENTORY
13535	11/06/2018	CAPITAL PROTECTION INC.	979.00	EVENT SECURITY SERVICES
13536	11/06/2018	CNC EQUESTRIAN MANAGEMENT	44,493.22	PAYROLL NOVEMBER
13537	11/06/2018	COUNTY OF LOS ANGELES FIRE DEPT.	1,205.05	FSO-ARENA EVENTS OCT.
13538	11/06/2018	FRONTIER COMMUNICATIONS	288.98	HIGH SPEED WIRELESS INTERNET
13539	11/06/2018	HACIENDA LA PUENTE ADULT EDUCATION	1,761.05	CATERING SERVICE CCCA EVENT
13541	11/06/2018	JAM GOLF CARS	1,095.74	GOLF CART MAINT.
13542	11/06/2018	JANUS PEST MANAGEMENT, INC.	844.00	PEST CONTROL
13543	11/06/2018	KIKI'S INDUSTRIAL JANITORIAL SERVICE	2,420.00	MONTHLY FAC. CLEANING
13544	11/06/2018	OFFICE DEPOT	213.99	OFFICE SUPPLIES EXP.
13545	11/06/2018	SATSUMA LANDSCAPE	8,674.00	LANDSCAPE SERVICE EXP.-OCT.
13546	11/06/2018	THE BIG NORWEGIAN	610.23	EQUIP. MAINT./REPAIR
13547	11/06/2018	UNITED SITE SERVICES	607.85	PORTABLE TOILET RENTAL
13548	11/06/2018	YOUNG'S MARKET CO.	1,018.61	ALCOHOL INVENTORY
13549	11/06/2018	CNC EQUESTRIAN MANAGEMENT	2,534.35	PR W/E 102818
13550	11/06/2018	HARBOR DISTRIBUTING,LLC	668.00	ALCOHOL INVENTORY
13551	11/06/2018	GINA HORN DESIGNS	234.00	GOLF CART DECALS
13552	11/06/2018	AR-103118 RUBEN HELMSTAEDTER	300.00	SEC DEPOSIT REFUND
13553	11/06/2018	PAV-110318 BRENDA VELASQUEZ	600.00	SEC DEPOSIT REFUND
13554	11/06/2018	PAV-110418 GABRIELA LARA	600.00	SEC DEPOSIT REFUND
13555	11/06/2018	AR-110318R ERIKA APARICIO	300.00	SEC DEPOSIT REFUND
13556	11/13/2018	7UP/RC BOTTLING OF S.CALIFORNIA	211.85	ALCOHOL INVENTORY
13557	11/13/2018	ANHEUSER BUSCH SALES OF AMERICA	154.00	ALCOHOL INVENTORY
13558	11/13/2018	BROWN & BROWN OF CALIFORNIA INC.	2,800.00	MONTHLY INS. PREMIUM-BANQUETS
13559	11/13/2018	CHAD'S PROFESSIONAL CLEANING	785.00	CARPET CLEAN-OFFICE
13560	11/13/2018	CINTAS	559.42	MATS, MOPS & UNIFORMS
13561	11/13/2018	CITY OF INDUSTRY	6,019.96	ROLL OFF & DUMP FEES-OCT.
13562	11/13/2018	CNC EQUESTRIAN MANAGEMENT	5,426.20	PR W/E 110418
13563	11/13/2018	CULLIGAN WATER CONDITIONING	79.11	MONTHLY WATER FILTER SERVICE
13564	11/13/2018	FERGUSON ENTERPRISES, INC.	539.58	SUPPLIES EXP.-PROPERTY MAINT.
13565	11/13/2018	JUAN LOPEZ	2,543.75	IT SERVICE
13566	11/13/2018	KIKI'S INDUSTRIAL JANITORIAL SERVICE	960.00	RR/TRASH ATTENDANTS-ARENA
13567	11/13/2018	SOCAL INDUSTRIES	360.00	PORTABLE TOILET RENTAL

Industry Hills Expo Center - Check Register
NOVEMBER

CHECK #	DATE	PAYEE	AMOUNT	DETAILS
13568	11/13/2018	SYSCO	198.66	CONCESSION INVENTORY EXP.
13569	11/13/2018	THE BIG NORWEGIAN	5,170.06	EQUIP. MAINT./REPAIR
13570	11/13/2018	THE FLY GUY	698.28	FLY ABATEMENT-BARNS
13571	11/13/2018	YOUNG'S MARKET CO.	363.50	ALCOHOL INVENTORY
13572	11/13/2018	THE BIG NORWEGIAN	6,851.98	EQUIP. MAINT./REPAIR
13573	11/15/2018	ANHEUSER BUSCH SALES OF AMERICA	398.50	ALCOHOL INVENTORY
13574	11/15/2018	PAV-110918 KATHLEEN GARCIA	600.00	SEC DEPOSIT REFUND
13575	11/15/2018	PAV-111018 NANCY GARCIA	600.00	SEC DEPOSIT REFUND
13576	11/15/2018	AR-111118R ROSE ESQUERRA	300.00	SEC DEPOSIT REFUND
13577	11/15/2018	AR-111018 CHAD LEE NORYS	300.00	SEC DEPOSIT REFUND
13578	11/15/2018	ANDREA F MALDONADO	975.00	SOCIAL MEDIA,MKTG.EXP.-NOV.
13579	11/15/2018	AT&T	449.53	MONTHLY WIRELESS SERVICE
13580	11/15/2018	CAPITAL PROTECTION INC.	605.00	EVENT SECURITY SERVICES
13581	11/15/2018	CINTAS	1,075.19	MATS, MOPS & UNIFORMS
13582	11/15/2018	CLASSIC DISTRIBUTING & BEV.	342.00	ALCOHOL INVENTORY
13583	11/15/2018	COASTAL CARBONIC	130.65	CARBO CHARGER REFILL-CAFÉ
13584	11/15/2018	COUNTY OF LOS ANGELES FIRE DEPT.	516.45	FSO-ARENA EVENTS OCT.
13585	11/15/2018	GREGS REFRIGERATION	352.13	PROPERTY MAINT.
13586	11/15/2018	HARBOR DISTRIBUTING,LLC	426.00	ALCOHOL INVENTORY
13587	11/15/2018	JAM GOLF CARS	405.80	GOLF CART MAINT.
13588	11/15/2018	OFFICE DEPOT	337.89	OFFICE SUPPLIES EXP.
13589	11/15/2018	ROGERS,CLEM & CO.	2,200.00	ACCTG & CONSULTING EXP.
13590	11/15/2018	SPARKLETTS	1,497.85	ALCOHOL INVENTORY
13591	11/15/2018	SYSCO	966.42	CONCESSION INVENTORY
13592	11/15/2018	VOID CHECK	0.00	PRINTER JAM
13593	11/20/2018	California Dept. of Tax and Fee Admin.	7,045.00	QRTLY SALES TAX PMT.
13594	11/21/2018	ANHEUSER BUSCH SALES OF AMERICA	308.00	ALCOHOL INVENTORY
13595	11/21/2018	CANTRELL'S FEED	1,750.00	SHAVINGS INVENTORY
13596	11/21/2018	CITY OF INDUSTRY	788.22	STORAGE BOX, FRT LOAD SERV.-NOV
13597	11/21/2018	CLASSIC DISTRIBUTING & BEV.	124.00	ALCOHOL INVENTORY
13598	11/21/2018	VOID CHECK	0.00	DATA ENTRY ERROR
13599	11/21/2018	FRONTIER COMMUNICATIONS	523.00	MONTHLY PHONE SERVICE
13600	11/21/2018	GRAHAM COMPANY	415.00	QRTLY EMRG.LIGHT SYSTEM
13601	11/21/2018	JANUS PEST MANAGEMENT, INC.	659.00	PEST CONTROL
13602	11/21/2018	OFFICE DEPOT	48.17	OFFICE SUPPLIES EXP.

Industry Hills Expo Center - Check Register
NOVEMBER

CHECK #	DATE	PAYEE	AMOUNT	DETAILS
13603	11/21/2018	SYSCO	5,951.09	CONCESSION INVENTORY
13604	11/21/2018	XEROX FINANCIAL SERVICES	674.96	COPIER LEASE PMT.
13605	11/27/2018	7UP/RC BOTTLING OF S.CALIFORNIA	446.00	ALCOHOL INVENTORY
13606	11/27/2018	AIRGAS WEST	339.08	BAR SUPPLIES-CO2 TANKS
13607	11/27/2018	CAPITAL PROTECTION INC.	4,202.00	EVENT SECURITY SERVICES
13608	11/27/2018	CINTAS	509.42	MATS, MOPS & UNIFORMS
13609	11/27/2018	CNC EQUESTRIAN MANAGEMENT	43,741.19	IHEC MAINTENANCE-SATSUMA
13610	11/27/2018	COASTAL CARBONIC	9.85	WEIGH TICKET FEE
13611	11/27/2018	HOME DEPOT	392.60	PROPERTY MAINTENANCE
13612	11/27/2018	OFFICE DEPOT	182.54	OFFICE SUPPLIES EXP.
13613	11/27/2018	PITNEY BOWES-PURCHASE POWER	201.00	POSTAGE METER EXP.
13614	11/27/2018	RANCHO JANITORIAL SUPPLIES	1,122.99	CLEANING SUPPLIES EXP.
13615	11/27/2018	SOUTHERN CALIFORNIA EDISON	9,403.88	MONTHLY UTILITY EXP.
13617	11/25/2018	PAV-102018 DAISY URIBE	600.00	SEC DEPOSIT REFUND
13618	11/27/2018	VOID CHECK	0.00	DATA ENTRY ERROR
13619	11/28/2018	AR-112418 ZENAIDA ESPEJO	300.00	SEC DEPOSIT REFUND
13620	11/28/2018	PAV-112418 JOSE ISRAEL RUIZ	600.00	SEC DEPOSIT REFUND
13621	11/28/2018	PAV-112318 JASMINE ALVAREZ	600.00	SEC DEPOSIT REFUND
13622	11/28/2018	CAPITAL PROTECTION INC.	1,144.00	EVENT SECURITY SERVICES
13623	11/28/2018	CNC EQUESTRIAN MANAGEMENT	4,523.35	PR W/E 111118 & 111818
13624	11/28/2018	GREGS REFRIGERATION	319.88	PROPERTY MAINT. ICE MACHINE
13625	11/28/2018	KIKI'S INDUSTRIAL JANITORIAL SERVICE	1,025.00	RR/TRASH ATTENDANTS-ARENA
13626	11/28/2018	OFFICE DEPOT	82.00	OFFICE SUPPLIES EXP.
13627	11/28/2018	RANCHO JANITORIAL SUPPLIES	474.27	CLEANING SUPPLIES EXP.
TOTAL			\$206,525.78	

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.1

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting November 7, 2018

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
360	INDUSTRY HILLS EXPO OPERATING ACCOUNT	23,887.83

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
WFCK	WELLS FARGO CHECKING	23,887.83

APPROVED PER CITY MANAGER

Civic-Recreational-Industrial Authority
Board Meeting
November 7, 2018

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
10812	10/17/2018		SOCALGAS	\$67.51
	Invoice	Date	Description	Amount
	2019-00000469	10/04/2018	08/31-10/02/18 SVC - 16200 TEMPLE AVE APT 100-EXPO	\$17.72
	2019-00000470	10/04/2018	08/31-10/02/18 SVC - 16200 TEMPLE AVE APT 202-BUNK	\$49.79
10813	11/07/2018		CITY OF INDUSTRY-PETTY CASH	\$107.25
	Invoice	Date	Description	Amount
	10/31/18-CRIA	10/31/2018	REIMBURSE PETTY CASH 7/11/18	\$107.25
10814	11/07/2018		CITY OF INDUSTRY-REFUSE	\$450.00
	Invoice	Date	Description	Amount
	0003382294	10/01/2018	IH RODEO STORAGE BOXES	\$450.00
10815	11/07/2018		CRIA-PAYROLL ACCOUNT	\$1,000.00
	Invoice	Date	Description	Amount
	OCT-18	10/10/2018	REIMBURSE PAYROLL - OCTOBER 2018	\$1,000.00
10816	11/07/2018		ELEVATE PUBLIC AFFAIRS, LLC	\$5,000.00
	Invoice	Date	Description	Amount
	1403	10/17/2018	PROFESSIONAL SVC - AUGUST 2018	\$5,000.00
10817	11/07/2018		FRAZER, LLP	\$5,075.00
	Invoice	Date	Description	Amount
	157379	09/30/2018	PROFESSIONAL SVC - SEPTEMBER 2018	\$5,075.00
10818	11/07/2018		GREG'S REFRIGERATION	\$8,880.07
	Invoice	Date	Description	Amount

Civic-Recreational-Industrial Authority
Board Meeting
November 7, 2018

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
	22091	09/29/2018	A/C REPAIR - PAVILLION	\$3,967.17
	21990	09/26/2018	EMERGENCY A/C REPAIR - PAVILLION	\$1,404.38
	22008	10/05/2018	A/C REPAIR - PAVILLION & PATIO CAFE	\$928.26
	22045	10/10/2018	REPLACED REFRIGERATOR COMPRESSOR - COWBOY	\$1,051.16
	22057	10/16/2018	ICE MACHINE REPAIRS - PATIO & COWBOY CAFES	\$552.30
	22098	10/26/2018	REPAIRS - PATIO CAFE DOORS & BUNK HOUSE A/C	\$976.80
10819	11/07/2018		KLINE'S PLUMBING, INC.	\$595.00
	Invoice	Date	Description	Amount
	10870	10/01/2018	EMERGENCY PLUMBING SVC - EXPO CENTER-SHERIFI	\$220.00
	10890	10/26/2018	PLUMBING SVC - PATIO CAFE	\$375.00
10820	11/07/2018		THE PUN GROUP	\$2,000.00
	Invoice	Date	Description	Amount
	111798	10/05/2018	AUDITING SVC - FY 17/18	\$2,000.00
10821	11/07/2018		VORTEX INDUSTRIES, INC.	\$713.00
	Invoice	Date	Description	Amount
	04-1287914	10/23/2018	GATE SVC - EXPO CENTER	\$713.00

Checks	Status	Count	Transaction Amount
	Total	10	\$23,887.83

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.2

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting December 12, 2018

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
360	INDUSTRY HILLS EXPO OPERATING ACCOUNT	91,500.37

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
WFCK	WELLS FARGO CHECKING	91,500.37

APPROVED PER CITY MANAGER

**Civic-Recreational-Industrial Authority
Board Meeting
December 12, 2018**

Check	Date			Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking					
10822	11/13/2018			SOCALGAS	\$57.28
	Invoice	Date	Description	Amount	
	2019-00000663	11/05/2018	10/02-11/01/18 SVC - 16200 TEMPLE AVE APT 100-EXPO	\$16.57	
	2019-00000664	11/05/2018	10/02-11/01/18 SVC - 16200 TEMPLE AVE APT 202-BUNK	\$40.71	
10823	11/28/2018			APPLE EVENT SUPPLIES, INC.	\$11,311.15
	Invoice	Date	Description	Amount	
	S2433-1R	10/25/2018	NEW DANCE FLOOR - EXPO CENTER	\$11,311.15	
10824	12/12/2018			AIR-BREE, INC	\$7,030.00
	Invoice	Date	Description	Amount	
	I180711400	07/11/2018	EMERGENCY INSTALLATION OF HEAT PUMP SYSTEM	\$7,030.00	
10825	12/12/2018			ANIMAL PEST MANAGEMENT SERVICE	\$2,500.00
	Invoice	Date	Description	Amount	
	584585	10/31/2018	COYOTE TRAPPING - EXPO CENTER	\$2,500.00	
10826	12/12/2018			CITY OF INDUSTRY	\$1,818.63
	Invoice	Date	Description	Amount	
	2019-00000013	08/31/2018	AUGUST 2018 FUEL COSTS	\$828.83	
	2019-00000020	09/30/2018	SEPTEMBER 2018 FUEL COSTS	\$264.86	
	2019-00000027	10/31/2018	OCTOBER 2018 FUEL COSTS	\$724.94	
10827	12/12/2018			CITY OF INDUSTRY-REFUSE	\$450.00
	Invoice	Date	Description	Amount	
	3430437	11/01/2018	IH RODEO STORAGE BOXES	\$450.00	

**Civic-Recreational-Industrial Authority
Board Meeting
December 12, 2018**

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
10828	12/12/2018		CRIA-PAYROLL ACCOUNT	\$3,000.00
	Invoice	Date	Description	Amount
	NOV-18	11/21/2018	REIMBURSE PAYROLL - NOVEMBER 2018	\$3,000.00
10829	12/12/2018		ELEVATE PUBLIC AFFAIRS, LLC	\$10,000.00
	Invoice	Date	Description	Amount
	1420	11/05/2018	PROFESSIONAL SVC - SEPTEMBER 2018	\$5,000.00
	1464	12/04/2018	PROFESSIONAL SVC - OCTOBER 2018	\$5,000.00
10830	12/12/2018		FRAZER, LLP	\$4,650.00
	Invoice	Date	Description	Amount
	157581	10/31/2018	PROFESSIONAL SVC - SEPTEMBER & OCTOBER 2018	\$4,650.00
10831	12/12/2018		GREG'S REFRIGERATION	\$1,237.52
	Invoice	Date	Description	Amount
	21926	07/30/2018	REPAIR ICE MACHINE - COWBOY CAFE & PAVILLION	\$1,237.52
10832	12/12/2018		SATSUMA LANDSCAPE & MAINT.	\$49,445.79
	Invoice	Date	Description	Amount
	1018EC	10/30/2018	OCTOBER 2018 LANDSCAPE MAINTENANCE	\$30,573.75
	1118EC	11/29/2018	NOVEMBER 2018 LANDSCAPE MAINTENANCE	\$18,872.04

Checks	Status	Count	Transaction Amount
	Total	11	\$91,500.37

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.3

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JUNE 13, 2018
PAGE 1

The Regular Meeting of the Civic-Recreational-Industrial Authority of the City of Industry, California, was called to order by Acting Chairman Hartmann at 12:02 p.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California.

FLAG SALUTE

The flag salute was led by Acting Chairman Hartmann.

ROLL CALL

PRESENT: Larry Hartmann, Acting Chairman
David Carmany, Board Member
John Karns, Board Member

STAFF PRESENT: Bianca Sparks, Assistant General Counsel; Diane M. Schlichting, Secretary; Cory C. Moss, Expo Facility Co-Manager; Jeff Cowen, Expo Facility Director; and Troy Helling, Acting City Manager.

PUBLIC COMMENTS

There were no public comments.

STATUS REPORT ON EXPO CENTER

Expo Center Co-Manager Moss informed the Board Members of the activities occurring at the Expo Center.

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNs, TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNs
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE INDUSTRY HILLS EXPO CENTER FOR MAY 2018

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JUNE 13, 2018
PAGE 2

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNS, TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE FINANCE DEPARTMENT FOR JUNE 13, 2018

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNS, TO APPROVE THE REGISTER OF DEMANDS AND AUTHORIZE THE APPROPRIATE PERSONNEL TO PAY THE BILLS. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

PRESENTATION AND DISCUSSION REGARDING THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY'S FINANCIAL REPORT FOR MARCH 31, 2018 AND APRIL 30, 2018

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARN TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

CONSIDERATION OF AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH THE PUN GROUP, EXTENDING THE AGREEMENT THROUGH JUNE 30, 2019, AND INCREASING TOTAL COMPENSATION UNDER THE AGREEMENT TO \$33,194.00

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JUNE 13, 2018
PAGE 3

Assistant General Counsel Sparks provided information to the Authority and answered questions.

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNs TO APPROVE AMENDMENT NO. 2. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNs
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

Expo Facility Co-Manager Moss mentioned that a Carnival Event was taking place this weekend at the Expo Center and Acting Manager Helling mentioned a tentative special meeting regarding the budget is scheduled for June 27th at 9:00 a.m.

ADJOURNMENT

There being no further business, the Civic-Recreational-Industrial Authority adjourned at 9:13 p.m.

Larry Hartmann, Acting Chairman

Diane M. Schlichting
Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JULY 11, 2018
PAGE 1

The Special Meeting of the Civic-Recreational-Industrial Authority of the City of Industry, California, was called to order by Acting Chairman Hartmann at 12:00 p.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California.

FLAG SALUTE

The flag salute was led by Acting Chairman Hartmann.

ROLL CALL

PRESENT: Larry Hartmann, Acting Chairman
David Carmany, Board Member
John Karns, Board Member

STAFF PRESENT: James M. Casso, General Counsel; Diane M. Schlichting, Secretary; Cory C. Moss, Expo Facility Co-Manager; Jeff Cowen, Expo Facility Director; and Troy Helling, Acting City Manager.

PUBLIC COMMENTS

There were no public comments.

STATUS REPORT ON EXPO CENTER

Expo Center Co-Manager Moss informed the Board Members of the activities occurring at the Expo Center.

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNs, TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNs
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE INDUSTRY HILLS EXPO CENTER FOR JUNE 2018

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JULY 11, 2018
PAGE 2

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNs, TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNs
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE FINANCE DEPARTMENT FOR JULY 11, 2018

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNs, TO APPROVE THE REGISTER OF DEMANDS AND AUTHORIZE THE APPROPRIATE PERSONNEL TO PAY THE BILLS. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNs
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

PRESENTATION AND DISCUSSION REGARDING THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY'S FINANCIAL REPORT FOR MAY 31, 2018

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY ACTING CHAIRMAN HARTMANN TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNs
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

PRESENTATION AND CONSIDERATION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY'S FY 2018-19 PROPOSED OPERATING BUDGET

CONSIDERATION OF RESOLUTION NO. CRIA 2018-02 – A RESOLUTION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY (“CRIA”) OF THE CITY OF

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JULY 11, 2018
PAGE 3

INDUSTRY, CALIFORNIA, APPROVING AND ADOPTING THE FISCAL YEAR 2018-19 PROPOSED CRIA BUDGET

Acting Finance Director Pathak provided a presentation to the Authority and answered questions.

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER KARNS TO ADOPT RESOLUTION NO. CRIA 2018-02. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, KARNS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

Board Member Carmany asked that the subject of noise coming from the Expo Center be an added item to a future meeting agenda.

ADJOURNMENT

There being no further business, the Civic-Recreational-Industrial Authority adjourned at 12:15 p.m.

Larry Hartmann, Acting Chairman

Diane M. Schlichting
Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
OCTOBER 10, 2018
PAGE 1

The Regular Meeting of the Civic-Recreational-Industrial Authority of the City of Industry, California, was called to order by Chairman Larry Hartmann at 9:00 a.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California.

FLAG SALUTE

The flag salute was led by Chairman Larry Hartmann.

ROLL CALL

PRESENT: Larry Hartmann, Chairman
John Karns, Vice Chairman
Sean Lee, Board Member
Ronald Whittemore, Board Member

ABSENT: David Carmany, Board Member

STAFF PRESENT: Troy Helling, Acting City Manager; Bing Hyun, Assistant City Manager; Julie Gutierrez-Robles, Assistant Secretary; James M. Casso, General Counsel; Cory C. Moss, Expo Facility Co-Manager; Yamini Pathak, Acting Director of Finance; and Lynn Thompson, Administrative Technician I.

PUBLIC COMMENTS

There were no public comments.

STATUS REPORT ON EXPO CENTER

Expo Center Co-Manager Moss informed the Board Members of the activities occurring at the Expo Center.

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER WHITTEMORE TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	LEE, WHITTEMORE, KARNS, HARTMANN
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	CARMANY
ABSTAIN:	BOARD MEMBERS:	NONE

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
OCTOBER 10, 2018
PAGE 2

**CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE
INDUSTRY HILLS EXPO CENTER FOR SEPTEMBER 2018**

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER LEE,
TO RECEIVE AND FILE THE REGISTER OF DEMANDS SUBMITTED BY THE
INDUSTRY HILLS EXPO CENTER. MOTION CARRIED 4-0, BY THE FOLLOWING
VOTE:

AYES:	BOARD MEMBERS:	LEE, WHITTEMORE, KARNS, HARTMANN
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	CARMANY
ABSTAIN:	BOARD MEMBERS:	NONE

**CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE
FINANCE DEPARTMENT FOR OCTOBER 10, 2018**

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER
WHITTEMORE TO APPROVE THE REGISTER OF DEMANDS AND AUTHORIZE THE
APPROPRIATE PERSONNEL TO PAY THE BILLS. MOTION CARRIED 4-0, BY THE
FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	LEE, WHITTEMORE, KARNS, HARTMANN
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	CARMANY
ABSTAIN:	BOARD MEMBERS:	NONE

**CONSIDERATION OF THE MINUTES OF THE JANUARY 10, 2018 REGULAR
MEETING, FEBRUARY 7, 2018 REGULAR MEETING, FEBRUARY 16, 2018
SPECIAL MEETING, MARCH 7, 2018 REGULAR MEETING, APRIL 11, 2018
REGULAR MEETING, MAY 9, 2018 REGULAR MEETING, AUGUST 15, 2018
SPECIAL MEETING AND SEPTEMBER 12, 2018 REGULAR MEETING**

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER
WHITTEMORE TO APPROVE AS SUBMITTED. MOTION CARRIED 4-0, BY THE
FOLLOWING VOTE:

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
OCTOBER 10, 2018
PAGE 3

AYES: BOARD MEMBERS: LEE, WHITTEMORE, KARNS, HARTMANN
NOES: BOARD MEMBERS: NONE
ABSENT: BOARD MEMBERS: CARMANY
ABSTAIN: BOARD MEMBERS: NONE

CONSIDERATION OF A MAINTENANCE SERVICES AGREEMENT WITH SURETECK INDUSTRIAL AND COMMERCIAL SERVICES, INC., FOR ON-CALL MAINTENANCE SERVICES IN AN AMOUNT NOT-TO-EXCEED \$100,000.00 FROM MAY 24, 2018 TO MAY 24, 2019

Assistant City Manager Hyun provided a staff report to the members of the Authority.

MOTION BY VICE CHAIRMAN KARNS; AND SECOND BY BOARD MEMBER LEE TO APPROVE THE AGREEMENT. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

AYES: BOARD MEMBERS: LEE, WHITTEMORE, KARNS, HARTMANN
NOES: BOARD MEMBERS: NONE
ABSENT: BOARD MEMBERS: CARMANY
ABSTAIN: BOARD MEMBERS: NONE

ADJOURNMENT

There being no further business, the Civic-Recreational-Industrial Authority adjourned at 9:14 a.m.

Larry Hartmann, Chairman

Julie Gutierrez-Robles
Assistant Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
NOVEMBER 7, 2018
PAGE 1

The Regular Meeting of the Civic-Recreational-Industrial Authority of the City of Industry, California at 9:00 a.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California was cancelled due to lack of a quorum.

PRESENT: John Karns, Vice Chairman
Sean Lee, Board Member

ABSENT: Larry Hartmann, Chairman
David Carmany, Board Member
Ronald Whittemore, Board Member

STAFF PRESENT: Troy Helling, City Manager; Bing Hyun, Assistant City Manager; Julie Gutierrez-Robles, Assistant Secretary; James M. Casso, General Counsel; Cory C. Moss, Expo Facility Co-Manager; and Lynn Thompson, Administrative Technician I.

Julie Gutierrez-Robles
Assistant Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.4



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

City of Industry

CRIA BOARD OF DIRECTORS

15625 EAST STAFFORD STREET
CITY OF INDUSTRY, CALIFORNIA 91744-3366

LARRY HARTMANN, CHAIRMAN
JOHN KARNIS, VICE CHAIRMAN
DAVID CARMANY
RON WHITTEMORE
SEAN LEE

STAFF REPORT

TO: Chairman and Members of the Board of Directors
Civic-Recreational-Industrial Authority

FROM: Dean Yamagata – Frazer, LLP

DATE: November 7, 2018

SUBJECT: Civic-Recreational-Industrial Authority August 31, 2018 Financial Report

RECOMMENDATION

Receive and file.

EXECUTIVE SUMMARY

Expo Center:

For the month ended August 31, 2018, the Expo Center generated revenues of \$233,193 and incurred expenses of \$298,852. There were no transfers from the Capital Projects Fund.

For the year to date ended August 31, 2018, the Expo Center generated revenues of \$445,169 and incurred expenses of \$561,408. There were no transfers received by the Expo Center. Year to date revenue and expenses are in line with the annual budgeted amounts.

Capital Projects Fund:

Total budgeted expenses for the year ending June 30, 2019 amount to \$591,985 which the Fund incurred \$14,506 of actual expenses for the two months ended August 31, 2018. There were no transfers to the Expo Center for the month and year to date ended August 31, 2018.

DESCRIPTION OF REPORTS

The monthly financial statements, as shown in Exhibit A, are a comprehensive document reflecting the financial position and the result of operations of the Authority at August 31, 2018.

Fiscal Impact

There is no fiscal impact as result of this action.

EXHIBIT A

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

AUGUST 31, 2018

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

AUGUST 31, 2018

TABLE OF CONTENTS

	<u>Page</u>
Executive Summary	1 – 3
Balance Sheet as of August 31, 2018	4
Statement of Operations for the month and year to date ended August 31, 2018	5
Statement of Cash Flows – Industry Hills Expo Center for the two months ended August 31, 2018	6
Schedule of Revenues and Expenses – Industry Hills Expo Center for the months and years to date ended August 31, 2018 and 2017 - Schedule 1	7 – 8
Schedule of Revenues and Expenditures – Capital Projects Fund for the month and year to date ended August 31, 2018 - Schedule 2	9

Note: The presentation of these financial statements do not conform with Governmental Accounting Standards Board statement number 34 – Basic Financial Statements – and Management Discussion and Analysis – for State and Local Governments and do not include all the disclosures required by this pronouncement.

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
AUGUST 31, 2018

Expo Center Operations

During the month ended August 31, 2018, we held six events in the Pavilion and ten events in the Avalon Room with contracts totaling \$63,263.

In the Grand Arena we held five events with contracts totaling \$82,969. These events were Hot Aug Nights, Reality Car Club, Feria, Silver State Pet, and Morales Car Show.

During the month ended August 31, 2018, we generated revenues from the Speedway events totaling \$85,566.

At August 31, 2018 and 2017, our financial statements reflect the following activity:

<u>Expo Center Operations</u>	Month Ended 8/31/2018	Year To Date 8/31/2018	Annual Budget 2018-2019	% of Annual Budget	Month Ended 08/31/2017	Year To Date 08/31/2017
Total revenues	\$ 233,193	\$ 445,169	\$ 1,980,930	22%	\$ 165,254	\$ 382,267
Expenses:						
Direct Expo Center expenses	186,615	342,032	1,270,100	27%	157,744	295,171
General and administrative expenses	112,237	219,376	1,184,975	19%	115,594	204,079
Total direct Expo Center expenses	298,852	561,408	2,455,075	23%	273,338	499,250
Net loss from operations	(65,659)	(116,239)	(474,145)	25%	(108,084)	(116,983)
Net loss	\$ (65,659)	\$ (116,239)	\$ (474,145)	25%	\$ (108,084)	\$ (116,983)

The following is our summarized financial statements by department at August 31, 2018 and 2017:

<u>Expo Center Operations</u>	Month Ended 8/31/2018	Month Ended 8/31/2018	Month Ended 8/31/2018	Month Ended 8/31/2018	Month Ended 8/31/2018
	Speedway	Facilities	Grand Arena	General and Admin.	Totals
Total revenues	\$ 85,566	\$ 63,263	\$ 82,969	\$ 1,395	\$ 233,193
Expenses:					
Direct Expo Center expenses	75,562	46,566	64,487	-	186,615
General and administrative expenses	-	-	-	112,237	112,237
Total direct Expo Center expenses	75,562	46,566	64,487	112,237	298,852
Net income (loss) from operations	10,004	16,697	18,482	(110,842)	(65,659)
Net income (loss) for the month ended	\$ 10,004	\$ 16,697	\$ 18,482	\$ (110,842)	\$ (65,659)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
AUGUST 31, 2018

<u>Expo Center Operations</u>	Month Ended 8/31/2017	Month Ended 8/31/2017	Month Ended 8/31/2017 Grand Arena	Month Ended 8/31/2017 General and Admin.	Month Ended 8/31/2017 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 69,598	\$ 52,901	\$ 40,833	\$ 1,922	\$ 165,254
Expenses:					
Direct Expo Center expenses	62,257	47,352	48,135	-	157,744
General and administrative expenses	-	-	-	115,594	115,594
Total direct Expo Center expenses	<u>62,257</u>	<u>47,352</u>	<u>48,135</u>	<u>115,594</u>	<u>273,338</u>
Net income (loss) from operations	<u>7,341</u>	<u>5,549</u>	<u>(7,302)</u>	<u>(113,672)</u>	<u>(108,084)</u>
Net income (loss) for the month ended	<u>\$ 7,341</u>	<u>\$ 5,549</u>	<u>\$ (7,302)</u>	<u>\$ (113,672)</u>	<u>\$ (108,084)</u>

<u>Expo Center Operations</u>	Year To Date 8/31/2018	Year To Date 8/31/2018	Year To Date 8/31/2018 Grand Arena	Year To Date 8/31/2018 General and Admin.	Year to Date 8/31/2018 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 121,746	\$ 127,776	\$ 191,554	\$ 4,093	\$ 445,169
Expenses:					
Direct Expo Center expenses	117,216	93,672	131,144	-	342,032
General and administrative expenses	-	-	-	219,376	219,376
Total direct Expo Center expenses	<u>117,216</u>	<u>93,672</u>	<u>131,144</u>	<u>219,376</u>	<u>561,408</u>
Net income (loss) from operations	<u>4,530</u>	<u>34,104</u>	<u>60,410</u>	<u>(215,283)</u>	<u>(116,239)</u>
Net income (loss) year to date	<u>\$ 4,530</u>	<u>\$ 34,104</u>	<u>\$ 60,410</u>	<u>\$ (215,283)</u>	<u>\$ (116,239)</u>

<u>Expo Center Operations</u>	Year To Date 8/31/2017	Year To Date 8/31/2017	Year To Date 8/31/2017 Grand Arena	Year To Date 8/31/2017 General and Admin.	Year to Date 8/31/2017 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 104,259	\$ 101,153	\$ 173,568	\$ 3,287	\$ 382,267
Expenses:					
Direct Expo Center expenses	95,971	86,579	112,621	-	295,171
General and administrative expenses	-	-	-	204,079	204,079
Total direct Expo Center expenses	<u>95,971</u>	<u>86,579</u>	<u>112,621</u>	<u>204,079</u>	<u>499,250</u>
Net income (loss) from operations	<u>8,288</u>	<u>14,574</u>	<u>60,947</u>	<u>(200,792)</u>	<u>(116,983)</u>
Net income (loss) year to date	<u>\$ 8,288</u>	<u>\$ 14,574</u>	<u>\$ 60,947</u>	<u>\$ (200,792)</u>	<u>\$ (116,983)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
AUGUST 31, 2018

CRIA Capital Assets

In accordance with GASB 34, the Civic-Recreational-Industrial-Authority (referred to as "CRIA") is required to capitalize and depreciate their capital assets. The capital assets net of accumulated depreciation at August 31, 2018 amounted to \$7,270,516. This amount represents the cost of capital assets purchased or constructed over the years at the Industry Hills Expo Center and surrounding areas. No depreciation expense has been recorded in the statement of operations for the period ended August 31, 2018. It is the accounting policy of the CRIA to record annual depreciation expense subsequent to the completion of the June 30, 2019 annual audit.

Capital Projects Operations

The capital projects fund reflects expenditures for capital improvements and operational costs. Operational costs include Board and staff salaries, professional services and miscellaneous items.

At August 31, 2018, our financial statements reflect the following activity:

<u>Capital Projects Fund</u>	<u>Month Ended</u> <u>8/31/2018</u>	<u>Year To Date</u> <u>8/31/2018</u>	<u>Annual Budget</u> <u>2018-2019</u>	<u>% of Annual</u> <u>Budget</u>
Total revenues	\$ 659	\$ 659	\$ 1,210	54%
Expenditures				
General and administrative expenses	12,971	14,506	591,985	2%
Total expenses	12,971	14,506	591,985	2%
Net loss	\$ (12,312)	\$ (13,847)	\$ (590,775)	2%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

BALANCE SHEET
AS OF AUGUST 31, 2018

		Capital Projects	Expo Center
ASSETS			
CURRENT ASSETS:			
Cash and cash equivalents	\$	74,121	\$ 139,113
Investments		79,789	-
Accounts receivable, net		-	53,616
Prepaid insurance		-	7,291
Inventories		-	48,081
Deposits		-	3,000
Total current assets		153,910	251,101
CAPITAL ASSETS, net		-	7,270,516
Total assets	\$	153,910	\$ 7,521,617
LIABILITIES AND FUND BALANCE			
CURRENT LIABILITIES:			
Accounts payable		96,152	65,105
Sales tax payable		-	19,557
Advance rental payments		-	175,923
Security deposits		-	76,350
Total current liabilities		96,152	336,935
FUND BALANCE:			
Fund balance		57,758	7,184,682
Total liabilities and fund balance	\$	153,910	\$ 7,521,617

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

STATEMENT OF OPERATIONS
FOR THE MONTH AND YEAR TO DATE ENDED AUGUST 31, 2018

	CAPITAL PROJECTS				EXPO CENTER				
	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL	% OF ANNUAL	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL	% OF ANNUAL	
	8/31/2018	8/31/2018	BUDGET	BUDGET	8/31/2018	8/31/2018	BUDGET	BUDGET	
REVENUES:									
Expo center revenues	\$	\$	\$		\$ 233,193	\$ 445,169	\$ 1,980,930	22%	
Other revenues	659	659	1,210	54%	-	-	-		
Total revenues	659	659	1,210	54%	233,193	445,169	1,980,930	22%	
EXPENDITURES:									
Operating expenses					186,615	342,032	1,270,100	27%	
General and administrative expenses	12,971	14,506	591,985	2%	112,237	219,376	1,184,975	19%	
Total expenses	12,971	14,506	591,985	2%	298,852	561,408	2,455,075	23%	
EXCESS OF EXPENDITURES OVER REVENUES	(12,312)	(13,847)	(590,775)	2%	(65,659)	(116,239)	(474,145)	25%	
OTHER FINANCING SOURCES, NET	-	-	591,985		-	-	474,145		
(EXCESS OF EXPENDITURES OVER REVENUES AND OTHER FINANCING SOURCES)/EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES	(12,312)	(13,847)	\$ 1,210		(65,659)	(116,239)	\$ -		
Fund balance, beginning	70,070	71,605			7,250,341	7,300,921			
Fund balance, ending	\$ 57,758	\$ 57,758			\$ 7,184,682	\$ 7,184,682			

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
STATEMENT OF CASH FLOWS
FOR THE TWO MONTHS ENDED AUGUST 31, 2018

		AMOUNT
CASH FLOWS FROM OPERATING ACTIVITIES		
	Net loss before transfers and other credits	\$ (116,239)
	Adjustments to reconcile net loss to net cash used	
	in operating activities:	
	Change in operating assets and liabilities	
	Accounts receivable, net	52,637
	Prepaid insurance	2,431
	Inventories	14,197
	Accounts payable	(72,884)
	Sales tax payable	3,796
	Advance rental payments	(2,375)
	Security deposits	1,632
	Net cash used in operating activities	(116,805)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES		
	Other financing sources	-
	NET CHANGE IN CASH	(116,805)
	Cash at July 1, 2018	255,918
	Cash at August 31, 2018	\$ 139,113

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED AUGUST 31, 2018 AND 2017

	MONTH ENDED 8/31/2018	YEAR TO DATE 8/31/2018	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET	MONTH ENDED 08/31/2017	YEAR TO DATE 08/31/2017
Expo Center Operations						
Revenues						
Facilities rentals	\$ 32,792	\$ 63,428	\$ 300,225	21%	\$ 23,305	\$ 46,678
Facilities rentals - bar sales	23,808	51,065	284,470	18%	22,156	41,316
Facilities - security	4,316	8,446	53,655	16%	3,977	7,847
Facilities - food	1,047	2,230	20,845	11%	2,363	3,212
Facilities - insurance	1,300	2,500	13,440	19%	1,100	2,100
Facilities - other	-	107	595	18%	-	-
Grand Arena - special events rentals	13,390	30,190	128,625	23%	4,100	12,100
Grand Arena - outdoor arena rentals	-	-	3,990	0%	-	-
Grand Arena - show barn stall rentals	275	3,137	46,410	7%	254	2,594
Grand Arena - shaving sales	-	-	5,180	0%	88	330
Grand Arena - security	6,847	15,284	63,410	24%	3,587	16,245
Grand Arena - trailer parking	25	1,925	12,890	15%	-	1,100
Grand Arena - bar sales	49,344	67,483	451,090	15%	27,909	101,089
Grand Arena - food	2,513	20,387	104,165	20%	1,585	9,587
Grand Arena - other	10,575	53,148	205,225	26%	3,310	30,523
Speedway - Merchandise	1,786	2,877	9,585	30%	3,395	4,424
Speedway - Bar	23,999	32,183	53,030	61%	17,081	26,523
Speedway - Prize Money	7,495	11,343	39,140	29%	7,818	11,976
Speedway - General Admission	27,110	39,010	69,495	56%	21,311	31,252
Speedway - Concessions	17,700	25,352	42,465	60%	13,663	20,356
Speedway - Parking	7,065	10,295	19,725	52%	5,894	9,009
Speedway - Other	411	686	43,695	2%	436	719
G&A- Other	1,395	4,093	9,580	43%	1,922	3,287
Total revenues	233,193	445,169	1,980,930	22%	165,254	382,267
Expo expenses						
Cost of sales	23,374	38,920	163,490	24%	15,789	27,800
Bar supplies	1,663	2,753	23,450	12%	12,904	13,504
Promotional banquet	405	905	18,760	5%	375	2,772
Contract labor/wages	68,041	143,087	593,775	24%	75,064	149,333
Furniture/fixtures & equipment	3,189	3,189	8,650	37%	-	-
Facilities - insurance	-	1,000	-	0%	1,400	4,101
Miscellaneous	241	241	6,090	4%	16	253
Promotional	2,936	5,778	46,200	13%	3,521	8,545
Property maintenance	415	2,774	8,135	34%	1,735	1,735
Repairs and maintenance	1,247	1,502	2,000	75%	-	-
Sales tax	-	-	445	0%	-	-
Security - Grand Arena	4,554	12,007	77,300	16%	2,706	18,238
Security - Facilities	7,438	12,586	42,350	30%	4,593	8,221
Security - Speedway	5,594	9,924	14,725	67%	3,036	5,797
Shavings	8	(28)	5,390	-1%	66	(104)
Supplies	13,348	19,877	58,840	34%	7,785	12,571
Equipment rental	-	-	3,485	0%	-	77
Special event concessions	1,106	5,546	40,530	14%	433	2,211
Bad debt	750	750	-	0%	750	1,500
Speedway- Concessions	7,793	9,694	17,510	55%	3,736	5,223
Speedway- Merchandise	309	1,055	8,705	12%	1,351	1,351
Speedway- Insurance	1,215	6,382	14,900	43%	1,244	2,488
Speedway - Prize money	23,962	31,982	52,365	61%	19,340	24,560
Speedway- Outside services/contract labor	19,027	32,108	63,005	51%	1,900	4,995
Total Expo expenses	186,615	342,032	1,270,100	27%	157,744	295,171
Operating income before direct						
G & A and CRIA indirect expenses	46,578	103,137	710,830	15%	7,510	87,096

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED AUGUST 31, 2018 AND 2017

	MONTH ENDED	YEAR TO DATE	ANNUAL	% OF	MONTH ENDED	YEAR TO DATE
Expo Center Operations	8/31/2018	8/31/2018	BUDGET	ANNUAL	08/31/2017	08/31/2017
			2018-2019	BUDGET		
Direct general and administrative expenses						
Office supplies	400	800	3,745	21%	-	-
Travel and meetings	173	173	2,265	8%	-	-
Dues, subscriptions, books, etc.	552	1,950	4,765	41%	620	1,015
Equipment rental/lease	2,243	2,924	6,570	45%	340	396
Employee training	-	-	1,000	0%	-	-
Furniture/fixtures & equipment	-	-	11,075	0%	-	542
Advertising/printing	-	-	100	0%	-	-
Telephone	1,408	2,701	17,585	15%	1,799	3,085
Postage	-	106	4,170	3%	110	307
Miscellaneous	1,339	4,829	14,965	32%	1,016	2,748
Professional services	23,890	44,295	253,980	17%	22,253	38,884
Repairs and equipment	-	-	28,035	0%	8,890	10,376
Vehicle expenses	2,050	2,050	40,055	5%	2,662	2,662
Insurance and bonds	-	-	12,095	0%	-	-
Supplies	3,895	5,875	47,695	12%	8,548	12,445
Contract labor/administrative wages	47,052	96,628	444,790	22%	42,268	73,679
Property maintenance	9,498	18,975	138,285	14%	10,169	24,970
Utilities	19,737	38,070	153,800	25%	16,919	32,970
Total direct general and administrative expenses	112,237	219,376	1,184,975	19%	115,594	204,079
EXCESS OF EXPENDITURES OVER						
REVENUES	\$ (65,659)	\$ (116,239)	\$ (474,145)	25%	\$ (108,084)	\$ (116,983)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 2

CAPITAL PROJECTS FUND
SCHEDULE OF REVENUES AND EXPENDITURES
FOR THE MONTH AND YEAR TO DATE ENDED AUGUST 31, 2018

	MONTH ENDED 8/31/2018	YEAR TO DATE 8/31/2018	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET
REVENUES				
Other revenues	\$ 659	\$ 659	\$ 1,210	54%
GENERAL AND ADMINISTRATIVE EXPENSES				
Salaries - board	2,836	4,253	34,760	12%
Payroll taxes	-	-	925	0%
Miscellaneous	-	-	500	0%
Medicare/disability	42	62	500	12%
PARS - ARS	107	160	1,300	12%
Legal	-	-	5,000	0%
Professional services	49	94	145,000	0%
Vehicle expenses	-	-	6,000	0%
Advertising and Printing	-	-	2,000	0%
General engineering	-	-	30,000	0%
Property maintenance	1,668	1,668	320,000	1%
Furniture, Equipment & Fixtures	8,200	8,200	-	0%
Insurance and bonds	-	-	45,000	0%
Utilities	69	69	1,000	7%
Total general and administrative expenses	12,971	14,506	591,985	2%
EXCESS OF EXPENDITURES OVER				
REVENUES	\$ (12,312)	\$ (13,847)	\$ (590,775)	2%



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

City of Industry

CRIA BOARD OF DIRECTORS

15625 EAST STAFFORD STREET
CITY OF INDUSTRY, CALIFORNIA 91744-3366

LARRY HARTMANN, CHAIRMAN
JOHN KARNS, VICE CHAIRMAN
DAVID CARMANY
RON WHITTEMORE
SEAN LEE

STAFF REPORT

TO: Chairman and Members of the Board of Directors
Civic-Recreational-Industrial Authority

FROM: Dean Yamagata – Frazer, LLP

DATE: November 7, 2018

SUBJECT: Civic-Recreational-Industrial Authority September 30, 2018 Financial Report

RECOMMENDATION

Receive and file.

EXECUTIVE SUMMARY

Expo Center:

For the month ended September 30, 2018, the Expo Center generated revenues of \$253,393 and incurred expenses of \$236,784. Transfers from the Capital Projects Fund amounted to \$50,000.

For the year to date ended September 30, 2018, the Expo Center generated revenues of \$698,560 and incurred expenses of \$798,190. Year to date transfers received by the Expo Center amounted \$50,000. Year to date revenue and expenses are in line with the annual budgeted amounts.

Capital Projects Fund:

Total budgeted expenses for the year ending June 30, 2019 amount to \$591,985 which the Fund incurred \$53,118 of actual expenses for the three months ended September 30, 2018. Transfers to the Expo Center for the month and year to date ended September 30, 2018 amounted to \$50,000.

DESCRIPTION OF REPORTS

The monthly financial statements, as shown in Exhibit A, are a comprehensive document reflecting the financial position and the result of operations of the Authority at September 30, 2018.

Fiscal Impact

There is no fiscal impact as result of this action.

EXHIBIT A

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

SEPTEMBER 30, 2018

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

SEPTEMBER 30, 2018

TABLE OF CONTENTS

	<u>Page</u>
Executive Summary	1 – 3
Balance Sheet as of September 30, 2018	4
Statement of Operations for the month and year to date ended September 30, 2018	5
Statement of Cash Flows – Industry Hills Expo Center for the three months ended September 30, 2018	6
Schedule of Revenues and Expenses – Industry Hills Expo Center for the months and years to date ended September 30, 2018 and 2017 - Schedule 1	7 – 8
Schedule of Revenues and Expenditures – Capital Projects Fund for the month and year to date ended September 30, 2018 - Schedule 2	9

Note: The presentation of these financial statements do not conform with Governmental Accounting Standards Board statement number 34 – Basic Financial Statements – and Management Discussion and Analysis – for State and Local Governments and do not include all the disclosures required by this pronouncement.

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
SEPTEMBER 30, 2018

Expo Center Operations

During the month ended September 30, 2018, we held nine events in the Pavilion and eleven events in the Avalon Room with contracts totaling \$96,954.

In the Grand Arena we held five events with contracts totaling \$155,292. These events were LTAP, Feria Del Caballo, Santa Ana KC, and CA H.S. Rodeo.

At September 30, 2018 and 2017, our financial statements reflect the following activity:

<u>Expo Center Operations</u>	<u>Month Ended</u> <u>9/30/2018</u>	<u>Year To Date</u> <u>9/30/2018</u>	<u>Annual Budget</u> <u>2018-2019</u>	<u>% of Annual</u> <u>Budget</u>	<u>Month Ended</u> <u>09/30/2017</u>	<u>Year To Date</u> <u>09/30/2017</u>
Total revenues	\$ 253,393	\$ 698,560	\$ 1,980,930	35%	\$ 215,979	\$ 597,466
Expenses:						
Direct Expo Center expenses	125,567	467,597	1,270,100	37%	132,661	427,831
General and administrative expenses	111,217	330,593	1,184,975	28%	120,608	323,907
Total direct Expo Center expenses	<u>236,784</u>	<u>798,190</u>	<u>2,455,075</u>	33%	<u>253,269</u>	<u>751,738</u>
Net income (loss) from operations	<u>16,609</u>	<u>(99,630)</u>	<u>(474,145)</u>	21%	<u>(37,290)</u>	<u>(154,272)</u>
Net income (loss)	<u>\$ 16,609</u>	<u>\$ (99,630)</u>	<u>\$ (474,145)</u>	21%	<u>\$ (37,290)</u>	<u>\$ (154,272)</u>

The following is our summarized financial statements by department at September 30, 2018 and 2017:

<u>Expo Center Operations</u>	<u>Month Ended</u> <u>9/30/2018</u>	<u>Month Ended</u> <u>9/30/2018</u>	<u>Month Ended</u> <u>9/30/2018</u>	<u>Month Ended</u> <u>9/30/2018</u>	<u>Month Ended</u> <u>9/30/2018</u>
	<u>Speedway</u>	<u>Facilities</u>	<u>Grand</u> <u>Arena</u>	<u>General</u> <u>and Admin.</u>	<u>Totals</u>
Total revenues	\$ -	\$ 96,954	\$ 155,292	\$ 1,147	\$ 253,393
Expenses:					
Direct Expo Center expenses	5,301	49,253	71,013	-	125,567
General and administrative expenses	-	-	-	111,217	111,217
Total direct Expo Center expenses	<u>5,301</u>	<u>49,253</u>	<u>71,013</u>	<u>111,217</u>	<u>236,784</u>
Net income (loss) from operations	<u>(5,301)</u>	<u>47,701</u>	<u>84,279</u>	<u>(110,070)</u>	<u>16,609</u>
Net income (loss) for the month ended	<u>\$ (5,301)</u>	<u>\$ 47,701</u>	<u>\$ 84,279</u>	<u>\$ (110,070)</u>	<u>\$ 16,609</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
SEPTEMBER 30, 2018

<u>Expo Center Operations</u>	Month Ended 9/30/2017	Month Ended 9/30/2017	Month Ended 9/30/2017 Grand Arena	Month Ended 9/30/2017 General and Admin.	Month Ended 9/30/2017 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ -	\$ 65,056	\$ 149,760	\$ 1,163	\$ 215,979
Expenses:					
Direct Expo Center expenses	8,756	47,450	76,455	-	132,661
General and administrative expenses	-	-	-	120,608	120,608
Total direct Expo Center expenses	<u>8,756</u>	<u>47,450</u>	<u>76,455</u>	<u>120,608</u>	<u>253,269</u>
Net income (loss) from operations	<u>(8,756)</u>	<u>17,606</u>	<u>73,305</u>	<u>(119,445)</u>	<u>(37,290)</u>
Net income (loss) for the month ended	<u>\$ (8,756)</u>	<u>\$ 17,606</u>	<u>\$ 73,305</u>	<u>\$ (119,445)</u>	<u>\$ (37,290)</u>

<u>Expo Center Operations</u>	Year To Date 9/30/2018	Year To Date 9/30/2018	Year To Date 9/30/2018 Grand Arena	Year To Date 9/30/2018 General and Admin.	Year to Date 9/30/2018 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 121,744	\$ 224,730	\$ 346,846	\$ 5,240	\$ 698,560
Expenses:					
Direct Expo Center expenses	122,515	142,925	202,157	-	467,597
General and administrative expenses	-	-	-	330,593	330,593
Total direct Expo Center expenses	<u>122,515</u>	<u>142,925</u>	<u>202,157</u>	<u>330,593</u>	<u>798,190</u>
Net income (loss) from operations	<u>(771)</u>	<u>81,805</u>	<u>144,689</u>	<u>(325,353)</u>	<u>(99,630)</u>
Net income (loss) year to date	<u>\$ (771)</u>	<u>\$ 81,805</u>	<u>\$ 144,689</u>	<u>\$ (325,353)</u>	<u>\$ (99,630)</u>

<u>Expo Center Operations</u>	Year To Date 9/30/2017	Year To Date 9/30/2017	Year To Date 9/30/2017 Grand Arena	Year To Date 9/30/2017 General and Admin.	Year to Date 9/30/2017 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 104,259	\$ 166,209	\$ 323,328	\$ 3,670	\$ 597,466
Expenses:					
Direct Expo Center expenses	104,727	134,029	189,075	-	427,831
General and administrative expenses	-	-	-	323,907	323,907
Total direct Expo Center expenses	<u>104,727</u>	<u>134,029</u>	<u>189,075</u>	<u>323,907</u>	<u>751,738</u>
Net income (loss) from operations	<u>(468)</u>	<u>32,180</u>	<u>134,253</u>	<u>(320,237)</u>	<u>(154,272)</u>
Net income (loss) year to date	<u>\$ (468)</u>	<u>\$ 32,180</u>	<u>\$ 134,253</u>	<u>\$ (320,237)</u>	<u>\$ (154,272)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
SEPTEMBER 30, 2018

CRIA Capital Assets

In accordance with GASB 34, the Civic-Recreational-Industrial-Authority (referred to as "CRIA") is required to capitalize and depreciate their capital assets. The capital assets net of accumulated depreciation at September 30, 2018 amounted to \$7,270,516. This amount represents the cost of capital assets purchased or constructed over the years at the Industry Hills Expo Center and surrounding areas. No depreciation expense has been recorded in the statement of operations for the period ended September 30, 2018. It is the accounting policy of the CRIA to record annual depreciation expense subsequent to the completion of the June 30, 2019 annual audit.

Capital Projects Operations

The capital projects fund reflects expenditures for capital improvements and operational costs. Operational costs include Board and staff salaries, professional services and miscellaneous items.

At September 30, 2018, our financial statements reflect the following activity:

<u>Capital Projects Fund</u>	<u>Month Ended</u> <u>9/30/2018</u>	<u>Year To Date</u> <u>9/30/2018</u>	<u>Annual Budget</u> <u>2018-2019</u>	<u>% of Annual</u> <u>Budget</u>
Total revenues	\$ -	\$ 659	\$ 1,210	54%
Expenditures				
General and administrative expenses	38,612	53,118	591,985	9%
Total expenses	38,612	53,118	591,985	9%
Net loss	\$ (38,612)	\$ (52,459)	\$ (590,775)	9%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

BALANCE SHEET
AS OF SEPTEMBER 30, 2018

		Capital Projects	Expo Center
ASSETS			
CURRENT ASSETS:			
Cash and cash equivalents	\$	70,510	\$ 159,144
Investments		80,191	-
Accounts receivable, net		-	70,067
Prepaid insurance		-	6,076
Inventories		-	46,563
Deposits		-	3,000
Total current assets		150,701	284,850
CAPITAL ASSETS, net		-	7,270,516
Total assets	\$	150,701	\$ 7,555,366
LIABILITIES AND FUND BALANCE			
CURRENT LIABILITIES:			
Accounts payable		-	56,072
Sales tax payable		-	13,074
Advance rental payments		-	162,837
Security deposits		-	72,092
Total current liabilities		-	304,075
FUND BALANCE:			
Fund balance		150,701	7,251,291
Total liabilities and fund balance	\$	150,701	\$ 7,555,366

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

STATEMENT OF OPERATIONS
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2018

	CAPITAL PROJECTS				EXPO CENTER			
	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL	% OF ANNUAL	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL	% OF ANNUAL
	9/30/2018	9/30/2018	BUDGET	BUDGET	9/30/2018	9/30/2018	BUDGET	BUDGET
REVENUES:								
Expo center revenues	\$	\$	\$		\$ 253,393	\$ 698,560	\$ 1,980,930	35%
Other revenues	-	659	1,210	54%	-	-	-	
Total revenues	-	659	1,210	54%	253,393	698,560	1,980,930	35%
EXPENDITURES:								
Operating expenses					125,567	467,597	1,270,100	37%
General and administrative expenses	38,612	53,118	591,985	9%	111,217	330,593	1,184,975	28%
Total expenses	38,612	53,118	591,985	9%	236,784	798,190	2,455,075	33%
EXCESS OF (EXPENDITURES OVER REVENUES)/ EXCESS OF REVENUES OVER EXPENDITURES	(38,612)	(52,459)	(590,775)	9%	16,609	(99,630)	(474,145)	21%
OTHER FINANCING SOURCES, NET	35,000	35,000	591,985	6%	50,000	50,000	474,145	11%
(EXCESS OF EXPENDITURES OVER REVENUES AND OTHER FINANCING SOURCES)/EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES	(3,612)	(17,459)	\$ 1,210		66,609	(49,630)	\$ -	
Fund balance, beginning	154,313	168,160			7,184,682	7,300,921		
Fund balance, ending	\$ 150,701	\$ 150,701			\$ 7,251,291	\$ 7,251,291		

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
STATEMENT OF CASH FLOWS
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2018

				AMOUNT
CASH FLOWS FROM OPERATING ACTIVITIES				
	Net loss before transfers and other credits		\$	(99,630)
	Adjustments to reconcile net loss to net cash used			
	in operating activities:			
	Change in operating assets and liabilities			
	Accounts receivable, net			36,186
	Prepaid insurance			3,646
	Inventories			15,715
	Accounts payable			(81,917)
	Sales tax payable			(2,687)
	Advance rental payments			(15,461)
	Security deposits			(2,626)
	Net cash used in operating activities			(146,774)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
	Other financing sources			50,000
NET CHANGE IN CASH				(96,774)
	Cash at July 1, 2018			255,918
	Cash at September 30, 2018		\$	159,144

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2018 AND 2017

	MONTH ENDED	YEAR TO DATE	ANNUAL	% OF	MONTH ENDED	YEAR TO DATE
Expo Center Operations	9/30/2018	9/30/2018	BUDGET	ANNUAL	09/30/2017	09/30/2017
			2018-2019	BUDGET		
Revenues						
Facilities rentals	\$ 42,018	\$ 105,446	\$ 300,225	35%	\$ 29,853	\$ 76,531
Facilities rentals - bar sales	43,895	94,960	284,470	33%	28,374	69,690
Facilities - security	6,909	15,355	53,655	29%	4,514	12,361
Facilities - food	1,162	3,392	20,845	16%	1,215	4,427
Facilities - insurance	1,700	4,200	13,440	31%	1,100	3,200
Facilities - other	1,270	1,377	595	231%	-	-
Grand Arena - special events rentals	22,200	52,390	128,625	41%	12,000	24,100
Grand Arena - outdoor arena rentals	1,000	1,000	3,990	25%	-	-
Grand Arena - show barn stall rentals	14,090	17,227	46,410	37%	17,089	19,683
Grand Arena - shaving sales	1,535	1,535	5,180	30%	1,337	1,667
Grand Arena - security	10,250	25,534	63,410	40%	6,768	23,013
Grand Arena - trailer parking	1,925	3,850	12,890	30%	1,225	2,325
Grand Arena - bar sales	75,689	143,172	451,090	32%	96,374	197,463
Grand Arena - food	14,554	34,941	104,165	34%	6,977	16,564
Grand Arena - other	14,049	67,197	205,225	33%	7,990	38,513
Speedway - Merchandise	-	2,877	9,585	30%	-	4,424
Speedway - Bar	-	32,183	53,030	61%	-	26,523
Speedway - Prize Money	-	11,343	39,140	29%	-	11,976
Speedway - General Admission	-	39,010	69,495	56%	-	31,252
Speedway - Concessions	-	25,352	42,465	60%	-	20,356
Speedway - Parking	-	10,295	19,725	52%	-	9,009
Speedway - Other	-	684	43,695	2%	-	719
G&A- Other	1,147	5,240	9,580	55%	1,163	3,670
Total revenues	253,393	698,560	1,980,930	35%	215,979	597,466
Expo expenses						
Cost of sales	29,116	68,036	163,490	42%	26,814	54,614
Bar supplies	173	2,926	23,450	12%	3,974	17,478
Promotional banquet	2,118	3,023	18,760	16%	2,287	5,059
Contract labor/wages	57,826	200,913	593,775	34%	52,122	168,985
Furniture/fixtures & equipment	22	3,211	8,650	37%	-	-
Facilities - insurance	(745)	255	-	0%	1,100	5,201
Miscellaneous	1,070	1,311	6,090	22%	-	253
Promotional	2,918	8,696	46,200	19%	5,487	14,032
Property maintenance	3,022	5,796	8,135	71%	4,172	5,907
Repairs and maintenance	2,645	4,147	2,000	207%	1,656	1,656
Sales tax	(55)	(55)	445	-12%	-	-
Security - Grand Arena	9,024	21,031	77,300	27%	12,397	30,635
Security - Facilities	6,627	19,213	42,350	45%	4,162	12,383
Security - Speedway	996	10,918	14,725	74%	-	5,797
Shavings	-	(28)	5,390	-1%	5,995	5,891
Supplies	1,989	21,866	58,840	37%	3,277	15,847
Equipment rental	410	410	3,485	12%	-	77
Special event concessions	4,756	10,302	40,530	25%	3,051	5,262
Bad debt	750	1,500	-	0%	750	2,250
Speedway- Concessions	-	9,694	17,510	55%	-	5,223
Speedway- Merchandise	-	1,055	8,705	12%	-	1,351
Speedway- Insurance	1,216	7,598	14,900	51%	1,244	3,732
Speedway - Prize money	(535)	31,447	52,365	60%	-	24,560
Speedway- Outside services/contract labor	2,224	34,332	63,005	54%	4,173	41,638
Total Expo expenses	125,567	467,597	1,270,100	37%	132,661	427,831
Operating income before direct						
G & A and CRIA indirect expenses	127,826	230,963	710,830	32%	83,318	169,635

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 1
Page 2

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2018 AND 2017

	MONTH ENDED	YEAR TO DATE	ANNUAL	% OF	MONTH ENDED	YEAR TO DATE
Expo Center Operations	9/30/2018	9/30/2018	BUDGET	ANNUAL	09/30/2017	09/30/2017
			2018-2019	BUDGET		
Direct general and administrative expenses						
Office supplies	-	800	3,745	21%	-	-
Travel and meetings	158	331	2,265	15%	-	-
Dues, subscriptions, books, etc.	393	2,343	4,765	49%	339	1,354
Equipment rental/lease	814	3,738	6,570	57%	1,469	1,865
Employee training	-	-	1,000	0%	-	-
Furniture/fixtures & equipment	204	204	11,075	2%	-	542
Advertising/printing	-	-	100	0%	-	-
Telephone	1,451	4,152	17,585	24%	805	3,890
Postage	123	229	4,170	5%	707	1,014
Miscellaneous	2,275	7,104	14,965	47%	5,636	7,604
Professional services	22,615	66,910	253,980	26%	24,417	63,301
Repairs and equipment	-	-	28,035	0%	1,870	12,246
Vehicle expenses	8,188	10,238	40,055	26%	10,782	13,444
Insurance and bonds	-	-	12,095	0%	-	-
Supplies	2,489	8,364	47,695	18%	4,294	16,739
Contract labor/administrative wages	44,858	141,486	444,790	32%	43,603	117,282
Property maintenance	11,368	30,343	138,285	22%	11,017	35,987
Utilities	16,281	54,351	153,800	35%	15,669	48,639
Total direct general and administrative expenses	111,217	330,593	1,184,975	28%	120,608	323,907
EXCESS OF EXPENDITURES OVER REVENUES/						
EXCESS OF REVENUES OVER EXPENDITURES \$	16,609	(99,630)	(474,145)	21%	(37,290)	(154,272)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 2

CAPITAL PROJECTS FUND
SCHEDULE OF REVENUES AND EXPENDITURES
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2018

	MONTH ENDED 9/30/2018	YEAR TO DATE 9/30/2018	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET
REVENUES				
Other revenues	\$ -	\$ 659	\$ 1,210	54%
GENERAL AND ADMINISTRATIVE EXPENSES				
Salaries - board	2,837	7,090	34,760	20%
Payroll taxes	-	-	925	0%
Miscellaneous	-	-	500	0%
Medicare/disability	42	103	500	21%
PARS - ARS	106	266	1,300	20%
Legal	-	-	5,000	0%
Professional services	10,050	10,145	145,000	7%
Vehicle expenses	1,627	1,627	6,000	27%
Advertising and Printing	-	-	2,000	0%
General engineering	-	-	30,000	0%
Property maintenance	23,737	25,405	320,000	8%
Furniture, Equipment & Fixtures	-	8,200	-	0%
Insurance and bonds	-	-	45,000	0%
Utilities	213	282	1,000	28%
Total general and administrative expenses	38,612	53,118	591,985	9%
EXCESS OF EXPENDITURES OVER				
REVENUES	\$ (38,612)	\$ (52,459)	\$ (590,775)	9%



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

City of Industry

CRIA BOARD OF DIRECTORS

15625 EAST STAFFORD STREET
CITY OF INDUSTRY, CALIFORNIA 91744-3366

LARRY HARTMANN, CHAIRMAN
JOHN KARNS, VICE CHAIRMAN
DAVID CARMANY
RON WHITTEMORE
SEAN LEE

STAFF REPORT

TO: Chairman and Members of the Board of Directors
Civic-Recreational-Industrial Authority

FROM: Dean Yamagata – Frazer, LLP

DATE: December 12, 2018

SUBJECT: Civic-Recreational-Industrial Authority October 31, 2018 Financial Report

RECOMMENDATION

Receive and file.

EXECUTIVE SUMMARY

Expo Center:

For the month ended October 31, 2018, the Expo Center generated revenues of \$178,805 and incurred expenses of \$195,612. Transfers from the Capital Projects Fund amounted to \$199,000.

For the year to date ended October 31, 2018, the Expo Center generated revenues of \$877,365 and incurred expenses of \$993,802. Year to date transfers received by the Expo Center amounted \$249,000. Year to date revenue and expenses are in line with the annual budgeted amounts.

Capital Projects Fund:

Total budgeted expenses for the year ending June 30, 2019 amount to \$591,985 which the Fund incurred \$114,505 of actual expenses for the four months ended October 31, 2018. Transfers to the Expo Center for the month and year to date ended October 31, 2018 amounted to \$199,000 and \$249,000, respectively.

DESCRIPTION OF REPORTS

The monthly financial statements, as shown in Exhibit A, are a comprehensive document reflecting the financial position and the result of operations of the Authority at October 31, 2018.

Fiscal Impact

There is no fiscal impact as result of this action.

EXHIBIT A

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

OCTOBER 31, 2018

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

OCTOBER 31, 2018

TABLE OF CONTENTS

	<u>Page</u>
Executive Summary	1 – 3
Balance Sheet as of October 31, 2018	4
Statement of Operations for the month and year to date ended October 31, 2018	5
Statement of Cash Flows – Industry Hills Expo Center for the four months ended October 31, 2018	6
Schedule of Revenues and Expenses – Industry Hills Expo Center for the months and years to date ended October 31, 2018 and 2017 - Schedule 1	7 – 8
Schedule of Revenues and Expenditures – Capital Projects Fund for the month and year to date ended October 31, 2018 - Schedule 2	9

Note: The presentation of these financial statements do not conform with Governmental Accounting Standards Board statement number 34 – Basic Financial Statements – and Management Discussion and Analysis – for State and Local Governments and do not include all the disclosures required by this pronouncement.

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
OCTOBER 31, 2018

Expo Center Operations

During the month ended October 31, 2018, we held six events in the Pavilion and eleven events in the Avalon Room with contracts totaling \$55,077.

In the Grand Arena we held five events with contracts totaling \$122,889. These events were Acorn Engineering, IHCP, Proscap Futbol, Jr. Rodeo, and Mobile Events.

At October 31, 2018 and 2017, our financial statements reflect the following activity:

<u>Expo Center Operations</u>	Month Ended 10/31/2018	Year To Date 10/31/2018	Annual Budget 2018-2019	% of Annual Budget	Month Ended 10/31/2017	Year To Date 10/31/2017
Total revenues	\$ 178,805	\$ 877,365	\$ 1,980,930	44%	\$ 68,924	\$ 666,390
Expenses:						
Direct Expo Center expenses	99,629	567,226	1,270,100	45%	37,256	465,086
General and administrative expenses	95,983	426,576	1,184,975	36%	99,712	423,620
Total direct Expo Center expenses	<u>195,612</u>	<u>993,802</u>	<u>2,455,075</u>	40%	<u>136,968</u>	<u>888,706</u>
Net loss from operations	<u>(16,807)</u>	<u>(116,437)</u>	<u>(474,145)</u>	25%	<u>(68,044)</u>	<u>(222,316)</u>
Net loss	<u>\$ (16,807)</u>	<u>\$ (116,437)</u>	<u>\$ (474,145)</u>	25%	<u>\$ (68,044)</u>	<u>\$ (222,316)</u>

The following is our summarized financial statements by department at October 31, 2018 and 2017:

<u>Expo Center Operations</u>	Month Ended 10/31/2018	Month Ended 10/31/2018	Month Ended 10/31/2018	Month Ended 10/31/2018	Month Ended 10/31/2018
	Speedway	Facilities	Grand Arena	General and Admin.	Totals
Total revenues	\$ -	\$ 55,077	\$ 122,889	\$ 839	\$ 178,805
Expenses:					
Direct Expo Center expenses	(865)	29,440	71,054	-	99,629
General and administrative expenses	-	-	-	95,983	95,983
Total direct Expo Center expenses	<u>(865)</u>	<u>29,440</u>	<u>71,054</u>	<u>95,983</u>	<u>195,612</u>
Net income (loss) from operations	<u>865</u>	<u>25,637</u>	<u>51,835</u>	<u>(95,144)</u>	<u>(16,807)</u>
Net income (loss) for the month ended	<u>\$ 865</u>	<u>\$ 25,637</u>	<u>\$ 51,835</u>	<u>\$ (95,144)</u>	<u>\$ (16,807)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
OCTOBER 31, 2018

<u>Expo Center Operations</u>	Month Ended 10/31/2017	Month Ended 10/31/2017	Month Ended 10/31/2017 Grand Arena	Month Ended 10/31/2017 General and Admin.	Month Ended 10/31/2017 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ -	\$ 62,929	\$ 4,990	\$ 1,005	\$ 68,924
Expenses:					
Direct Expo Center expenses	3,996	35,171	(1,911)		37,256
General and administrative expenses				99,712	99,712
Total direct Expo Center expenses	<u>3,996</u>	<u>35,171</u>	<u>(1,911)</u>	<u>99,712</u>	<u>136,968</u>
Net income (loss) from operations	<u>(3,996)</u>	<u>27,758</u>	<u>6,901</u>	<u>(98,707)</u>	<u>(68,044)</u>
Net income (loss) for the month ended	<u>\$ (3,996)</u>	<u>\$ 27,758</u>	<u>\$ 6,901</u>	<u>\$ (98,707)</u>	<u>\$ (68,044)</u>

<u>Expo Center Operations</u>	Year To Date 10/31/2018	Year To Date 10/31/2018	Year To Date 10/31/2018 Grand Arena	Year To Date 10/31/2018 General and Admin.	Year to Date 10/31/2018 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 121,744	\$ 279,807	\$ 469,735	\$ 6,079	\$ 877,365
Expenses:					
Direct Expo Center expenses	121,650	172,365	273,211	-	567,226
General and administrative expenses	-	-	-	426,576	426,576
Total direct Expo Center expenses	<u>121,650</u>	<u>172,365</u>	<u>273,211</u>	<u>426,576</u>	<u>993,802</u>
Net income (loss) from operations	<u>94</u>	<u>107,442</u>	<u>196,524</u>	<u>(420,497)</u>	<u>(116,437)</u>
Net income (loss) year to date	<u>\$ 94</u>	<u>\$ 107,442</u>	<u>\$ 196,524</u>	<u>\$ (420,497)</u>	<u>\$ (116,437)</u>

<u>Expo Center Operations</u>	Year To Date 10/31/2017	Year To Date 10/31/2017	Year To Date 10/31/2017 Grand Arena	Year To Date 10/31/2017 General and Admin.	Year to Date 10/31/2017 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 104,259	\$ 229,138	\$ 328,318	\$ 4,675	\$ 666,390
Expenses:					
Direct Expo Center expenses	108,723	169,200	187,163		465,086
General and administrative expenses				423,620	423,620
Total direct Expo Center expenses	<u>108,723</u>	<u>169,200</u>	<u>187,163</u>	<u>423,620</u>	<u>888,706</u>
Net income (loss) from operations	<u>(4,464)</u>	<u>59,938</u>	<u>141,155</u>	<u>(418,945)</u>	<u>(222,316)</u>
Net income (loss) year to date	<u>\$ (4,464)</u>	<u>\$ 59,938</u>	<u>\$ 141,155</u>	<u>\$ (418,945)</u>	<u>\$ (222,316)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
OCTOBER 31, 2018

CRIA Capital Assets

In accordance with GASB 34, the Civic-Recreational-Industrial-Authority (referred to as "CRIA") is required to capitalize and depreciate their capital assets. The capital assets net of accumulated depreciation at October 31, 2018 amounted to \$7,270,516. This amount represents the cost of capital assets purchased or constructed over the years at the Industry Hills Expo Center and surrounding areas. No depreciation expense has been recorded in the statement of operations for the period ended October 31, 2018. It is the accounting policy of the CRIA to record annual depreciation expense subsequent to the completion of the June 30, 2019 annual audit.

Capital Projects Operations

The capital projects fund reflects expenditures for capital improvements and operational costs. Operational costs include Board and staff salaries, professional services and miscellaneous items.

At October 31, 2018, our financial statements reflect the following activity:

<u>Capital Projects Fund</u>	<u>Month Ended</u> <u>10/31/2018</u>	<u>Year To Date</u> <u>10/31/2018</u>	<u>Annual Budget</u> <u>2018-2019</u>	<u>% of Annual</u> <u>Budget</u>
Total revenues	\$ 467	\$ 1,126	\$ 1,210	93%
Expenditures				
General and administrative expenses	61,387	114,505	591,985	19%
Total expenses	61,387	114,505	591,985	19%
Net loss	\$ (60,920)	\$ (113,379)	\$ (590,775)	19%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

BALANCE SHEET
AS OF OCTOBER 31, 2018

		Capital Projects	Expo Center
ASSETS			
CURRENT ASSETS:			
Cash and cash equivalents	\$	70,122	\$ 317,783
Investments		80,659	-
Accounts receivable, net		-	38,414
Prepaid insurance		-	4,861
Inventories		-	48,825
Deposits		-	3,000
Total current assets		150,781	412,883
CAPITAL ASSETS, net		-	7,270,516
Total assets	\$	150,781	\$ 7,683,399
LIABILITIES AND FUND BALANCE			
CURRENT LIABILITIES:			
Accounts payable		-	32,542
Sales tax payable		-	6,564
Advance rental payments		-	144,409
Security deposits		-	66,400
Total current liabilities		-	249,915
FUND BALANCE:			
Fund balance		150,781	7,433,484
Total liabilities and fund balance	\$	150,781	\$ 7,683,399

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

STATEMENT OF OPERATIONS
FOR THE MONTH AND YEAR TO DATE ENDED OCTOBER 31, 2018

	CAPITAL PROJECTS				EXPO CENTER				
	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL BUDGET	% OF ANNUAL BUDGET	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL BUDGET	% OF ANNUAL BUDGET	
	10/31/2018	10/31/2018			10/31/2018	10/31/2018			
REVENUES:									
Expo center revenues	\$	\$	\$		\$	\$	\$		
Other revenues	467	1,126	1,210	93%	-	-	-		
Total revenues	467	1,126	1,210	93%	178,805	877,365	1,980,930	44%	
EXPENDITURES:									
Operating expenses									
General and administrative expenses	61,387	114,505	591,985	19%	99,629	567,226	1,270,100	45%	
Total expenses	61,387	114,505	591,985	19%	95,983	426,576	1,184,975	36%	
EXCESS OF EXPENDITURES OVER REVENUES	(60,920)	(113,379)	(590,775)	19%	195,612	993,802	2,455,075	40%	
OTHER FINANCING SOURCES, NET	61,000	96,000	591,985	16%	(16,807)	(116,437)	(474,145)	25%	
(EXCESS OF EXPENDITURES OVER REVENUES AND OTHER FINANCING SOURCES)/EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES	80	(17,379)	\$ 1,210		182,193	132,563	\$ -		
Fund balance, beginning	150,701	168,160			7,251,291	7,300,921			
Fund balance, ending	\$ 150,781	\$ 150,781			\$ 7,433,484	\$ 7,433,484			

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
STATEMENT OF CASH FLOWS
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2018

		AMOUNT
CASH FLOWS FROM OPERATING ACTIVITIES		
Net loss before transfers and other credits		\$ (116,437)
Adjustments to reconcile net loss to net cash used in operating activities:		
Change in operating assets and liabilities		
Accounts receivable, net		67,839
Prepaid insurance		4,861
Inventories		13,453
Accounts payable		(105,447)
Sales tax payable		(9,197)
Advance rental payments		(33,889)
Security deposits		(8,318)
Net cash used in operating activities		(187,135)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES		
Other financing sources		249,000
NET CHANGE IN CASH		61,865
Cash at July 1, 2018		255,918
Cash at October 31, 2018		\$ 317,783

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED OCTOBER 31, 2018 AND 2017

	MONTH ENDED 10/31/2018	YEAR TO DATE 10/31/2018	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET	MONTH ENDED 10/31/2017	YEAR TO DATE 10/31/2017
Expo Center Operations						
Revenues						
Facilities rentals	\$ 25,886	\$ 131,332	\$ 300,225	44%	\$ 27,345	\$ 103,876
Facilities rentals - bar sales	20,424	115,384	284,470	41%	27,656	97,346
Facilities - security	3,376	18,731	53,655	35%	4,855	17,216
Facilities - food	4,091	7,483	20,845	36%	1,773	6,200
Facilities - insurance	1,300	5,500	13,440	41%	1,300	4,500
Facilities - other	-	1,377	595	231%	-	-
Grand Arena - special events rentals	16,525	68,915	128,625	54%	2,500	26,600
Grand Arena - outdoor arena rentals	-	1,000	3,990	25%	1,500	1,500
Grand Arena - show barn stall rentals	1,136	18,363	46,410	40%	-	19,683
Grand Arena - shaving sales	1,501	3,036	5,180	59%	-	1,667
Grand Arena - security	21,045	46,579	63,410	73%	-	23,013
Grand Arena - trailer parking	-	3,850	12,890	30%	-	2,325
Grand Arena - bar sales	40,515	183,687	451,090	41%	-	197,463
Grand Arena - food	7,674	42,615	104,165	41%	-	16,564
Grand Arena - other	34,493	101,690	205,225	50%	990	39,503
Speedway - Merchandise	-	2,877	9,585	30%	-	4,424
Speedway - Bar	-	32,183	53,030	61%	-	26,523
Speedway - Prize Money	-	11,343	39,140	29%	-	11,976
Speedway - General Admission	-	39,010	69,495	56%	-	31,252
Speedway - Concessions	-	25,352	42,465	60%	-	20,356
Speedway - Parking	-	10,295	19,725	52%	-	9,009
Speedway - Other	-	684	43,695	2%	-	719
G&A- Other	839	6,079	9,580	63%	1,005	4,675
Total revenues	178,805	877,365	1,980,930	44%	68,924	666,390
Expo expenses						
Cost of sales	16,271	84,307	163,490	52%	7,175	61,789
Bar supplies	1,665	4,591	23,450	20%	273	17,751
Promotional banquet	712	3,735	18,760	20%	829	5,888
Contract labor/wages	33,577	234,490	593,775	39%	32,005	200,990
Furniture/fixtures & equipment	3,955	7,166	8,650	83%	-	-
Facilities - insurance	2,645	2,900	-	0%	-	5,201
Miscellaneous	1,761	3,072	6,090	50%	-	253
Promotional	1,838	10,534	46,200	23%	2,649	16,681
Property maintenance	2,109	7,905	8,135	97%	(14,888)	(8,981)
Repairs and maintenance	(2,241)	1,906	2,000	95%	-	1,656
Sales tax	-	(55)	445	-12%	-	-
Security - Grand Arena	19,667	40,698	77,300	53%	-	30,635
Security - Facilities	4,028	23,241	42,350	55%	5,571	17,954
Security - Speedway	-	10,918	14,725	74%	-	5,797
Shavings	1,211	1,183	5,390	22%	(3,746)	2,145
Supplies	6,389	28,255	58,840	48%	4,462	20,308
Equipment rental	608	1,018	3,485	29%	-	77
Special event concessions	5,549	15,851	40,530	39%	-	5,262
Bad debt	750	2,250	-	0%	750	3,000
Speedway- Concessions	-	9,694	17,510	55%	-	5,223
Speedway- Merchandise	-	1,055	8,705	12%	46	1,397
Speedway- Insurance	1,215	8,813	14,900	59%	1,244	4,976
Speedway - Prize money	(2,080)	29,367	52,365	56%	-	24,560
Speedway- Outside services/contract labor	-	34,332	63,005	54%	886	42,524
Total Expo expenses	99,629	567,226	1,270,100	45%	37,256	465,086
Operating income before direct						
G & A and CRIA indirect expenses	79,176	310,139	710,830	44%	31,668	201,304

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 1
Page 2

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED OCTOBER 31, 2018 AND 2017

	MONTH ENDED 10/31/2018	YEAR TO DATE 10/31/2018	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET	MONTH ENDED 10/31/2017	YEAR TO DATE 10/31/2017
Expo Center Operations						
Direct general and administrative expenses						
Office supplies	-	800	3,745	21%	1,849	1,849
Travel and meetings	-	331	2,265	15%	-	-
Dues, subscriptions, books, etc.	428	2,771	4,765	58%	30	1,384
Equipment rental/lease	707	4,445	6,570	68%	349	2,214
Employee training	-	-	1,000	0%	-	-
Furniture/fixtures & equipment	481	685	11,075	6%	-	542
Advertising/printing	-	-	100	0%	-	-
Telephone	2,199	6,351	17,585	36%	1,306	5,196
Postage	34	263	4,170	6%	-	1,014
Miscellaneous	2,887	9,991	14,965	67%	1,657	9,262
Professional services	17,953	84,863	253,980	33%	22,926	86,227
Repairs and equipment	10,043	10,043	28,035	36%	(7,850)	4,396
Vehicle expenses	8,485	18,723	40,055	47%	-	13,444
Insurance and bonds	-	-	12,095	0%	-	-
Supplies	4,126	12,490	47,695	26%	3,085	19,824
Contract labor/administrative wages	24,952	166,438	444,790	37%	53,071	170,353
Property maintenance	8,867	39,210	138,285	28%	9,034	45,021
Utilities	14,821	69,172	153,800	45%	14,255	62,894
Total direct general and administrative expenses	95,983	426,576	1,184,975	36%	99,712	423,620
EXCESS OF EXPENDITURES OVER REVENUES/ EXCESS OF REVENUES OVER EXPENDITURES						
	\$ (16,807)	\$ (116,437)	\$ (474,145)	25%	\$ (68,044)	\$ (222,316)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 2

CAPITAL PROJECTS FUND
SCHEDULE OF REVENUES AND EXPENDITURES
FOR THE MONTH AND YEAR TO DATE ENDED OCTOBER 31, 2018

	MONTH ENDED	YEAR TO DATE	ANNUAL	
REVENUES	10/31/2018	10/31/2018	BUDGET	% OF ANNUAL
			2018-2019	BUDGET
Other revenues	\$ 467	\$ 1,126	\$ 1,210	93%
GENERAL AND ADMINISTRATIVE EXPENSES				
Salaries - board	2,836	9,926	34,760	29%
Payroll taxes	-	-	925	0%
Miscellaneous	-	-	500	0%
Medicare/disability	42	144	500	29%
PARS - ARS	106	372	1,300	29%
Legal	-	-	5,000	0%
Professional services	11,029	21,175	145,000	15%
Vehicle expenses	-	1,627	6,000	27%
Advertising and Printing	-	-	2,000	0%
General engineering	-	-	30,000	0%
Property maintenance	47,306	72,711	320,000	23%
Furniture, Equipment & Fixtures	-	8,200	-	0%
Insurance and bonds	-	-	45,000	0%
Utilities	68	350	1,000	35%
Total general and administrative expenses	61,387	114,505	591,985	19%
EXCESS OF EXPENDITURES OVER				
REVENUES	\$ (60,920)	\$ (113,379)	\$ (590,775)	19%

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.5



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

MEMORANDUM

To: Chairman Hartmann and Members of the Board

From: Troy Helling, Executive Director *TH*

Staff: Elise Calvo, Treasurer *EC*

Date: December 5, 2018

Subject: Statement of Investment Policy

OVERVIEW

Section 53646 (a)(2) of the California Government Code, states that the Treasurer or chief fiscal officer of any other local agency may annually render to his/her legislative body and any oversight committee an investment policy, that the legislative body shall consider at a public meeting.

This Agenda Item includes the Statement of Investment Policy for the City of Industry dated July 26, 2018, for all future investments, pursuant to Section 53601 and Section 53635 of the California Government Code.

This investment Policy serves as the foundation of the Civic-Recreational-Industrial Authority's investment goals and priorities. This policy will be reviewed regularly or at least annually to assure that it continues to meet the CRIA's portfolio goals/priorities, with the intent to protect the assets of the Civic-Recreational-Industrial Authority. The existence of an approved investment policy demonstrates that the governing body is performing its fiduciary responsibilities, thereby, inspiring trust and confidence among the public that it serves.

RECOMMENDATION

It is my recommendation that the Board approve the Investment Policy.

City of Industry

STATEMENT OF INVESTMENT POLICY
ELISE CALVO, CITY TREASURER

CITY OF INDUSTRY
STATEMENT OF INVESTMENT POLICY

Contents

1.0	Introduction.....	2
2.0	Policy.....	2
3.0	Scope.....	2
3.1	Pooled Investments.....	2
3.2	Investments held separately.....	2
4.0	Objectives.....	3
4.1.	Safety.....	3
4.2	Liquidity.....	3
4.3	Return on investment.....	3
5.0	Authorized investments.....	4
6.0	Reporting.....	4
7.0	Selection of financial institutions and brokers/dealers.....	5
7.1	Financial Institutions.....	5
7.2	Broker/Dealers.....	5
8.0	Ethics and conflicts of interest.....	6

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

Effective July 26, 2018

(Supersedes All Previous Investment Policies)

1.0 Introduction. The purpose of this document is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related activities. Related activities which comprise good cash management include accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective banking relations, and arranging for a short-term borrowing program which coordinates working capital requirements and investment opportunities.

2.0 Policy. It is the policy of the City of Industry to invest public funds not required for immediate day-to-day operations in safe, liquid and medium term investments. These investments shall yield an acceptable return while conforming to all California statutes and the City's Investment Policy.

3.0 Scope. It is intended that this policy cover the investment activities of all contingency reserves and inactive cash under the direct authority of the City.

3.1 Pooled Investments. Investments for the City and its component units will be made on a pooled basis including, but not limited to, the City of Industry, the Successor Agency to the Industry Urban-Development Agency, the Civic-Recreational-Industrial Authority, the Industry Public Utilities Commission, the Industry Public Facilities Authority and the Industry Property and Housing Management Authority. The City's identifies the fund types involved as follows:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds
- Trust Funds
- Miscellaneous Special Funds
- Any new funds created by the applicable governing board, unless specifically exempted

3.2 Investments held separately. Investment of bond proceeds will be held separately when required by the bond indentures. Bond proceeds will be invested in accordance with the requirements stated in the bond indentures. This policy does not apply to deferred compensation plans.

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

4.0 Objectives. Section 53600.5 of the California Government Code outlines the primary objectives of a trustee investing public money. The primary objectives, in order of priority, of the City's investment activities shall be:

4.1. Safety. Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure preservation of capital in the overall portfolio.

4.2 Liquidity. The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.

4.3 Return on investment. Investment return becomes a consideration only after the basic requirements of safety and liquidity have been met. The City Treasurer shall attempt to realize a yield on investments consistent with California statutes and the City's Investment Policy.

The City Treasurer should strive to maintain the level of investment of all contingency reserves and inactive funds as close to one hundred percent (100%) as possible. While the objectives of safety and liquidity must first be met, it is recognized that portfolio assets represent a potential source of significant revenues. It is to the benefit of the City that these assets be managed to realize a yield on investments consistent with California statutes and the City's Investment Policy.

A buy and hold strategy will generally be followed; that is, investments once made will usually be held until maturity. A buy and hold strategy will result in unrealized gains or losses as market interest rates fall or rise from the coupon rate of the investment. Unrealized gains or losses, however, will diminish as the maturity dates of the investments are approached or as market interest rates move closer to the coupon rate of the investment. A buy and hold strategy requires that the portfolio be kept sufficiently liquid to preclude the undesired sale of investments prior to maturity. Occasionally, the City Treasurer may find it advantageous to sell an investment prior to maturity, but this should only be on an exception basis and only when it is in the best interest of the City.

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

5.0 Authorized investments. The City Treasurer may invest City funds in the following investments as specified in the California Government Code Section 53601 and is further limited to only these specified investments.

	Investment Type	Maximum Maturity	Maximum Specified % of Portfolio	Minimum Quality Requirements
a.	Securities of the US Government, or its agencies	5 years	None	None
b.	Negotiable certificates of deposits	5 years	30%	None
c.	Non-negotiable certificates of deposits	5 years	None	None
d.	Bankers Acceptances	180 days	40% and no more than 30% of any one commerical bank	None
e.	Commercial Paper	270 days	25% and no more than 10% of a single issuer	A-1 or higher rating from an NRSRO
f.	Local Agency Investment Fund (State pool) deposits (Govt. Code Section 16429.1)	N/A	None	None
g.	Passbook Savings account demand deposits			
h.	Repurchase Agreements	1 year	None	None
i.	Los Angeles County Investment Pool (California Govt. Code Section 53684)	N/A	None	None
j.	It is the City of Industry's policy not to utilize Reverse Repurchase Agreements or shares of beneficial interest issued by diversified management companies (mutual funds), unless that fund is composed entirely of securities of the U.S. Government, or its agencies, and the use of such funds shall be restricted to sweep accounts. (Reverse Repurchase Agreements shall be permitted if they are assets of the Local Agency Investment Fund).			

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

6.0 Reporting. Sections 53607 and 53646 of the California Government Code allows the City Council, at its discretion, to require reports meeting the standards set forth in these sections, as well as any additional information desired. Therefore, it is the policy of the City that the City Treasurer or designee appointed by the City Treasurer file a report on the investments and transactions with the City Council as described in Sections 53607 and 53646 of the California Government Code.

7.0 Selection of financial institutions and brokers/dealers. Investments shall be purchased only through well established, financially sound institutions. The City Treasurer or City Manager or their designee may maintain a list of financial institutions and broker/dealers who are approved to provide the City with investment services. This list should be updated annually by the City Treasurer to ensure compliance with this investment policy. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions will be given a copy of the City's Investment Policy, and a return cover letter which they must sign indicating that the investment policy has been read, understood and that their investment offers will comply with this policy.

All financial institutions and broker/dealers will take direction from the City Treasurer or City Manager or their designee as it relates to the investment strategy and investment policy of the City. Any instructions will be in the form of written instructions via email or other electronic transmissions.

Qualified financial institutions and broker/dealers must supply the City Treasurer or City Manager or their designee with the following:

7.1 Financial Institutions

- Current audited financial statements
- Depository contracts, as appropriate
- A copy of the latest FDIC call report or the latest FHLBB report, as appropriate
- Proof that commercial banks, savings banks, or savings and loan associations are state or federally chartered

7.2 Broker/Dealers

- Current audited financial statements
- Proof that brokerage firms are members in good standing of a national securities exchange, or
- A designation as a primary government dealer by the Federal Reserve Bank.

Commercial banks, savings banks, and savings and loan associations must maintain a minimum net worth to asset ratio as provided by law (total regulatory net worth divided by total assets), and must have had a positive net earnings for the last reporting period

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

The City is prohibited from selecting any broker/dealer that has made a campaign contribution within any consecutive 48-month period which exceeds the limitations contained Rule G-37 of the Municipal Securities Rulemaking Board.

8.0 Ethics and conflicts of interest. All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment recommendations and decisions. Investment officials and employees shall make all disclosures appropriate under the Fair Political Practices Act and may seek the advice of the City Attorney and the Fair Political Practices Commission whenever there is a question of personal financial or investment positions that could represent potential conflicts of interest.