



Civic-Recreational-Industrial Authority

Regular Meeting Agenda
March 13, 2019
9:00 a.m.

Chairman Larry Hartmann
Vice Chairman John Karns
Board Member Sean Lee
Board Member Bob Lindsey
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.*

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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 February 2019

RECOMMENDED ACTION: Receive and file.

6. **BOARD MATTERS**

6.1 Consideration of the Register of Demands submitted by the Finance Department for March 13, 2019

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

6.2 Consideration of the minutes of the February 13, 2019 regular meeting

RECOMMENDED ACTION: Approve as submitted.

6.3 Presentation and discussion regarding the Civic-Recreational-Industrial Authority's Financial Report for January 31, 2019

RECOMMENDED ACTION: Receive and file the report.

7. Adjournment. Next regular meeting: Wednesday, April 10, 2019, at 9:00 a.m.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.1

Industry Hills

Expo Center

**March, 2019 Meeting
Jan-Feb Financials**

- **For the month of January** the Expo Center held 7 banquet events – (3) Pavilion and (4) Avalon Room (not including 4 Rotary luncheons)
- The Expo Center turned away 36 potential banquet clients due to unavailability. Of those 32 inquiries, 9 heard of the venue via our website, 15 had attended events at the center, and 12 had been referred by previous clients.
- In the Grand Arena Lynda Tjarks Agility Productions held two 3-day dog agility trials from 01/01/19 and 01/05/19.
- Long Beach Kennel Club held their 3 day All breed dog show on 01/12/19.
- Nueva Generacion held a 2 day cultural festival which included regional food, music and dance troupes on 01/19/ and 01/20/19
- LA County Parks and Recreation held their annual Cheer competition on Jan 26th. This event has been here at the center for over 10 years and we hope to continue to host their event here every year.
- **For the month of February** the Expo Center has 7 banquet events scheduled (not including 4 Rotary luncheons).
- In the Grand arena Lynda Tjarks has two (3) day dog agility events scheduled on Feb 1st-3rd and another on Feb 8th-10th, Feria Del Caballos Espanol will be holding a (1) day event February 16th. Carnaval Poblano will hold a cultural festival honoring San Agostin February 23rd. Rounding out the month we will host the Belgian Tervuren Club agility trial February 28th-March 2nd.
- The Expo Center is currently working on the schedule for regular season 2019 speedway racing. We are currently booked nearly all available weekends for the 2019 calendar year. We are trying to find ways to allow smaller groups to book Friday and Sunday events if requested but there are some challenges with scheduling event tear downs and move outs.
- **The Month of March** is picking up as we normally see after the holiday season. We have 6 Avalon events, 10 Pavilion events (2 first aid training seminars) and 4 Grand Arena events booked.

FEBRUARY-BANQUET NON-AVAILABILITY SHEET

Date Called	Client Name	Date Requested	Pavilion	Avalon Room	Guests	Type of Event	How they heard	Contact
02/01/19	Norys Chavez	August 24, 2019	1		300	Quinceanera	Referral	Phone
02/01/19	Rocio	July 13, 2109	1		450	Quinceanera	Referral	Phone
02/01/19	Tiffany	November 10, 2019	1		350	Wedding Reception	Attended	Phone
02/01/19	Sally	April 2019, Saturday	TB	TS	175	Private Party	Referral	Phone
02/01/19	Pedro Jaureguie	September 2020, Saturday	TB	TS	150	Wedding Reception	Referral	Phone
02/04/19	Isabel Landeros	August 31,2019	1		250	Quinceanera	Website	E-Mail
02/04/19	Daisy Uribe	June 2019, Saturday	TB	TS	150	Wedding Reception	Website	E-Mail
02/05/19	Rudy	July 13, 2109		1	130	Wedding Reception	Attended	Phone
02/06/19	Angelica Aviles	November 2019, Saturday	1		250	Quinceanera	Website	E-Mail
02/06/19	Angela Montes	March 2019, Saturday	TB	TS	180	Birthday Party	Referral	Phone
02/09/19	Maria	February 8, 2019	1		300	Qunceanera	Attended	Phone
02/11/19	Cynthia Duarte	August 17, 2019		1	150	Baptism	Attended	Phone
02/12/19	Vivian Hernadez	September 7, 2019	1		250	Wedding Reception	Attended	Phone
02/12/19	Alicia Quiroz	December 21, 2109	1		200	Quinceanera	Attended	E-Mail
02/13/19	Joseyln	July 21, 2018	TB	TS	175	Baptism	Referral	Phone
02/15/19	Alexis Ruacho	November 16, 2019	1		250	Wedding Reception	Website	E-Mail
02/19/19	Armida	October 26, 2019	1		300	Wedding Reception	Referral	Phone
02/19/19	Richard Montes	June 22, 2019	1		350	Quinceanera	Referral	Phone
02/19/19	Tracy	April 13, 2019		1	120	Birthday Party	Attended	Phone
02/20/19	Amanda Hoang	April 6, 2109		1	100	Private Event	Website	E-Mail
02/25/19	Maria Elena Burciaga	July 6, 2019		1	130	50th Birthday Party	Referral	Phone
02/26/19	Albert Montejano	May 18, 2019	1		300	Wedding Reception	Attended	Phone
02/27/19	Frances	May 18, 2019	1		200	Wedding Reception	Referral	Phone
02/27/19	Laura	March 31,2019	1		250	Quinceanera	Attended	Phone
02/27/19	Irma Miranda	June 29, 2019		1	150	40th Birthday Party	Website	E-Mail
02/28/19	Ted	October 26, 2019	1B	TS	175	50th High School Reunion	Referral	Phone
02/28/19	Ignacio Arcaras	July 13, 2019	1			Wedding Reception	Attended	Phone
02/28/19	Judy Ramos	October 5, 2019		1	150	Birthday Party	Attended	Phone

FEBRUARY-BANQUET NON-AVAILABILITY SHEET

Date Called	Client Name	Date Requested	Pavilion	Avalon Room	Guests	Type of Event	How they heard	Contact
02/28/19	Minerva Perez	May 11, 2019	1		300	Wedding Reception	Referral	Phone
02/28/19	Paulo	November 16, 2109	1		200	Wedding Reception	Referral	Phone
02/28/19	Ashley	March 31,2019		1	60	Wedding Reception	Referral	Phone
			23	14				

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.2

Industry Hills Expo Center - Check Register
FEBRUARY

CHECK #	DATE	PAYEE	AMOUNT	DETAILS
13823	02/04/2019	AR-020219 MARIA ARIZMENDI	300.00	SEC DEPOSIT REFUND
13824	02/05/2019	ALARMCO	700.00	PROGRESSIVE PMT-FIRE ALARM INSTALL
13825	02/05/2019	ANDREA F MALDONADO	975.00	MKTG, SOCIAL MEDIA, & DESIGN EXP.
13826	02/05/2019	BROWN & BROWN OF CALIFORNIA INC.	3,300.00	TULIP-BANQUET INS. PREMIUM
13827	02/05/2019	CINTAS	1,236.41	MATS, MOPS AND UNIFORMS
13828	02/05/2019	CNC EQUESTRIAN MANAGEMENT	33,324.52	PR W/E 012719 & FAC. PROPERTY MAINT.-DEC
13829	02/05/2019	COASTAL CARBONIC	9.85	WEIGH TICKET FEE
13830	02/05/2019	FRONTIER COMMUNICATIONS	288.98	HIGH SPEED INTERNET SERVICE
13831	02/05/2019	GINA HORN DESIGNS	1,973.51	PRESENTATION FOLDERS & INSERTS
13832	02/05/2019	HARBOR DISTRIBUTING,LLC	1,325.25	ALCOHOL INVENTORY
13833	02/05/2019	KIKI'S INDUSTRIAL JANITORIAL SERVICE	2,980.00	RR & TRASH ATT.-MONTHLY FAC CLEANING
13834	02/05/2019	OFFICE DEPOT	116.32	OFFICE SUPPLIES EXPENSE
13835	02/05/2019	SATSUMA LANDSCAPE	8,674.00	MONTHLY LANDSCAPE MAINTENANCE
13836	02/07/2019	CNC EQUESTRIAN MANAGEMENT	47,092.98	SALARIES/MNGMT FEES-FEBRUARY
13837	02/07/2019	JAM GOLF CARS	638.76	VEHICLE MAINT-GOLF CARTS
13838	02/07/2019	JANUS PEST MANAGEMENT, INC.	844.00	PEST CONTROL
13840	02/07/2019	PCR CASH	25,000.00	REPLENISH ATM TERMINALS-FEB EVENTS
13841	02/07/2019	PCR CASH	2,293.06	REPLENISH PETTY CASH-JAN RECEIPTS
13842	02/13/2019	PAV-020919 FLORA VALEZ	600.00	SEC DEPOSIT REFUND
13843	02/13/2019	AR-020919 BRENDA CASAS	300.00	SEC DEPOSIT REFUND
13844	02/19/2019	A.M. PLAYER	2,161.61	EXPO LOGO UNIFORM SHIRTS & JACKETS
13845	02/19/2019	AT&T	461.01	MONTHLY WIRELESS PHONE CHGS.
13846	02/19/2019	California Dept. of Tax and Fee Admin.	326.70	SALES TAX PENALTY
13847	02/19/2019	CAPITAL PROTECTION INC.	987.50	EVENT SECURITY SERVICES
13848	02/19/2019	CINTAS	620.00	MATS, MOPS AND UNIFORMS
13849	02/19/2019	CITY OF INDUSTRY	4,607.75	ROLL OFF AND DUMP FEES
13850	02/19/2019	CNC EQUESTRIAN MANAGEMENT	3,479.78	PR W/E 020319
13851	02/19/2019	COASTAL CARBONIC	130.65	CARBO CHARGER-PATIO CAFÉ
13852	02/19/2019	CULLIGAN WATER CONDITIONING	81.33	WATER FILTER SERVICE-ARENA
13853	02/19/2019	F.GAVINA & SONS INC.	25.07	SERVICE CALL-REPAIR COFFEE MACHINE
13854	02/19/2019	FRONTIER COMMUNICATIONS	517.01	MONTHLY PHONE CHARGES-OFFICE
13855	02/19/2019	JANUS PEST MANAGEMENT, INC.	1,129.00	PEST CONTROL
13856	02/19/2019	KIKI'S INDUSTRIAL JANITORIAL SERVICE	2,815.00	RR & TRASH ATTENDANTS-ARENA EVENTS
13857	02/19/2019	OFFICE DEPOT	368.47	OFFICE SUPPLIES EXPENSE
13858	02/19/2019	P & R PAPER SUPPLY COMPANY	321.92	PAPER/CLEANING SUPPLIES EXP.

**Industry Hills Expo Center - Check Register
FEBRUARY**

13859	02/19/2019	ROGERS,CLEM & CO.	2,200.00	ACCT'G & CONSULTING SERVICES
13860	02/19/2019	SOUTHERN WINE & SPIRITS	5,704.14	ALCOHOL INVENTORY
13861	02/19/2019	STANLEY STEEMER	3,525.00	A/C DUCT CLEANING-OFFICE
13862	02/19/2019	SYSCO	1,478.24	CONCESSION INVENTORY-ARENA
13863	02/19/2019	THE BIG NORWEGIAN	7,691.21	REPAIR EXP-DRAG & CASE TRACTOR
13864	02/19/2019	YOUNG'S MARKET CO.	625.31	ALCOHOL INVENTORY
13865	02/19/2019	CITY OF INDUSTRY	3,780.68	ROLLOFF/DUMP, STORAGE EXP.
13866	02/20/2019	MA-020119 LTAP SO CAL PORT WATER DOG	539.00	REFUND-OVERPMT ON ACCT
13867	02/20/2019	MA-011919 MARIANO PEREZ JUAREZ NUE GEN	504.82	REFUND-OVERPMT ON ACCT
13869	02/22/2019	California Dept. of Tax and Fee Admin.	4,430.93	SALES TAX PAYMENT
13870	02/22/2019	MARTHA PEREZ	350.00	LINEN RENTAL
13871	02/22/2019	SOUTHERN CALIFORNIA EDISON	13,487.97	MONTHLY UTILITY EXPENSE
13872	02/18/2019	PAV-021619 JOSE NEGRETE	600.00	SEC DEPOSIT REFUND
13873	02/18/2019	AR-021619 MARIO JUAREZ	300.00	SEC DEPOSIT REFUND
13874	02/18/2019	AR-021419 MARIA BURWELL	300.00	SEC DEPOSIT REFUND
13875	02/26/2019	CNC EQUESTRIAN MANAGEMENT	3,326.05	PR W/E 021019
13876	02/26/2019	FED EX	137.56	POSTAGE EXPENSE
13877	02/26/2019	HLP ED FOUNDATION	250.00	ADVERTISING EXP.-PROGRAM
13878	02/26/2019	JUAN LOPEZ	2,718.75	TECH SUPPORT AND SERVICES
13879	02/26/2019	KIKI'S INDUSTRIAL JANITORIAL SERVICE	1,550.00	RR & TRASH ATTENDANTS-ARENA EVENTS
13880	02/26/2019	OFFICE DEPOT	184.43	OFFICE SUPPLIES EXPENSE
13881	02/26/2019	SOCAL INDUSTRIES	509.98	PORTABLE TOILET RENTAL-ARENA EVENT
13882	02/26/2019	SUPREMA CO.	825.00	ALCOHOL INVENTORY
13884	02/28/2019	CNC EQUESTRIAN MANAGEMENT	27,394.22	FAC. PROPERTY MAINTENANCE-JAN.

TOTAL

\$232,418.73

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.1

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting March 13, 2019

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
360	INDUSTRY HILLS EXPO OPERATING ACCOUNT	49,597.21

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
WFCK	WELLS FARGO CHECKING	49,597.21

APPROVED PER CITY MANAGER

**Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2019**

Check	Date	Payee Name		Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
10848	02/13/2019	SOCALGAS		\$71.21
	Invoice	Date	Description	Amount
	2019-00001105	02/06/2019	01/04-02/04/19 SVC - 16200 TEMPLE AVE APT 100-EXPO	\$19.81
	2019-00001106	02/06/2019	01/04-02/04/19 SVC - 16200 TEMPLE AVE APT 202-BUNK	\$51.40
10849	03/13/2019	BORER, JIM		\$625.00
	Invoice	Date	Description	Amount
	19037	02/23/2019	TREE ASSESSMENT - EXPO CENTER	\$625.00
10850	03/13/2019	CITY OF INDUSTRY		\$927.21
	Invoice	Date	Description	Amount
	2019-00000048	01/31/2019	JANUARY 2019 FUEL COSTS	\$612.55
	2019-00000042	12/31/2018	DECEMBER 2018 FUEL COSTS	\$314.66
10851	03/13/2019	CITY OF INDUSTRY-REFUSE		\$450.00
	Invoice	Date	Description	Amount
	0003517358	02/01/2019	IH RODEO STORAGE BOXES	\$450.00
10852	03/13/2019	CRIA-PAYROLL ACCOUNT		\$3,500.00
	Invoice	Date	Description	Amount
	FEB-19	02/20/2019	REIMBURSE PAYROLL - FEBRUARY 2019	\$3,500.00
10853	03/13/2019	ELEVATE PUBLIC AFFAIRS, LLC		\$5,000.00
	Invoice	Date	Description	Amount
	1518	02/08/2019	PROFESSIONAL SVC - JANUARY 2019	\$5,000.00
10854	03/13/2019	FRAZER, LLP		\$5,250.00

**Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2019**

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
	Invoice	Date	Description	Amount
	159163	01/31/2019	PROFESSIONAL SVC - JANUARY 2019	\$5,250.00
10855	03/13/2019		KLINE'S PLUMBING, INC.	\$775.00
	Invoice	Date	Description	Amount
	10987	01/29/2019	EMERGENCY PLUMBING SVC - EXPO CENTER SHERIFI	\$250.00
	11000	02/15/2019	REPLACE FIRE SPRINKLER - EXPO CENTER OFFICE	\$525.00
10856	03/13/2019		SATSUMA LANDSCAPE & MAINT.	\$26,017.79
	Invoice	Date	Description	Amount
	0219EC	02/26/2019	FEBRUARY 2019 LANDSCAPE MAINTENANCE	\$26,017.79
10857	03/13/2019		STANLEY STEEMER LOS ANGELES CC	\$3,525.00
	Invoice	Date	Description	Amount
	856926	01/26/2019	HVAC SYSTEM CLEANING - EXPO CENTER	\$3,525.00
10858	03/13/2019		SUNRISE ROOFING	\$560.00
	Invoice	Date	Description	Amount
	2/28/19-CRIA	02/28/2019	ROOF REPAIR & CLEANING - EXPO CENTER PAVILLION	\$560.00
10859	03/13/2019		THE PUN GROUP	\$2,896.00
	Invoice	Date	Description	Amount
	111937CRIA	12/31/2018	AUDITING SVC - FY 17/18	\$2,896.00

**Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2019**

Check	Date	Payee Name	Check Amount
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CRIA.WF.CHK - CRIA Wells Fargo Checking

Checks	Status	Count	Transaction Amount
	Total	12	\$49,597.21

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.2

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 13, 2019
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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 Board Member Whittemore.

ROLL CALL

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

STAFF PRESENT: Troy Helling, City Manager; Bing Hyun, Assistant City Manager; Julie Robles, Assistant Secretary; Matt Gorman, General Counsel (representing Casso & Sparks LLP); Cory Moss, Expo Facility Co-Manager; Elise Calvo, City Treasurer; and Lynn Thompson, Administrative Technician II.

PUBLIC COMMENTS

Chairman Hartmann introduced and welcomed the new Board Member Bob Lindsey, City Manager from the City of La Puente.

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 5-0, BY THE FOLLOWING VOTE:

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 13, 2019
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AYES: BOARD MEMBERS: LEE, LINDSEY, WHITTEMORE, KARNs,
HARTMANN
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 JANUARY 2019**

MOTION BY BOARD MEMBER WHITTEMORE, AND SECOND BY BOARD MEMBER
LEE TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 5-0, BY THE
FOLLOWING VOTE:

AYES: BOARD MEMBERS: LEE, LINDSEY, WHITTEMORE, KARNs,
HARTMANN
NOES: BOARD MEMBERS: NONE
ABSENT: BOARD MEMBERS: NONE
ABSTAIN: BOARD MEMBERS: NONE

**CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE
FINANCE DEPARTMENT FOR FEBRUARY 13, 2019**

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 5-0, BY THE
FOLLOWING VOTE:

AYES: BOARD MEMBERS: LEE, LINDSEY, WHITTEMORE, KARNs,
HARTMANN
NOES: BOARD MEMBERS: NONE
ABSENT: BOARD MEMBERS: NONE
ABSTAIN: BOARD MEMBERS: NONE

**CONSIDERATION OF THE MINUTES OF THE JANUARY 9, 2019 REGULAR
MEETING**

MOTION BY BOARD MEMBER WHITTEMORE, AND SECOND BY VICE CHAIRMAN
KARNs TO APPROVE AS SUBMITTED. MOTION CARRIED 5-0, BY THE
FOLLOWING VOTE:

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 13, 2019
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AYES: BOARD MEMBERS: LEE, LINDSEY, WHITTEMORE, KARNS,
HARTMANN
NOES: BOARD MEMBERS: NONE
ABSENT: BOARD MEMBERS: NONE
ABSTAIN: BOARD MEMBERS: NONE

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

Cory Moss, Expo Facility Co-Manager was available to answer any questions.

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER LEE TO RECEIVE AND FILE THE REPORTS. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

CONSIDERATION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY YEAR ENDED JUNE 30, 2018 ANNUAL FINANCIAL REPORTS

Cory Moss, Expo Facility Co-Manager was available to answer any questions.

Chairman Hartmann congratulated Director of Finance Yamini Pathak, for her efforts on these reports.

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER WHITTEMORE TO RECEIVE AND FILE THE REPORTS. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 13, 2019
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DISCUSSION AND DIRECTION REGARDING ATMS AT THE EXPO CENTER

City Treasurer Calvo explained the need to outsource with a local vendor to provide maintenance service for the ATM's at the Expo Center. For the safety and liability of the staff, it made sense to obtain a vendor to provide this service of which is no cost to the City of Industry or the CRIA board. City Treasurer Calvo also suggested that we recommend the vendor purchase the ATM machines from us, so staff is not responsible for filling anymore, but would get a service fee due to the ATMs being at our location. City Treasurer Calvo made herself available to answer any questions that the Board Members may have.

MOTION BY BOARD MEMBER WHITTEMORE, AND SECOND BY VICE CHAIRMAN KARNS TO DIRECT THE EXECUTIVE DIRECTOR TO RESEARCH ATM SERVICE VENDOR OPTIONS AND RETURN WITH A PROPOSED AGREEMENT. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

ADJOURNMENT

There being no further business, the Civic-Recreational-Industrial Authority adjourned at 9:21 a.m.

Larry Hartmann, Chairman

Julie Robles
Assistant Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.3



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

City of Industry

CRIA BOARD OF DIRECTORS

LARRY HARTMANN, CHAIRMAN
JOHN KARNS, VICE CHAIRMAN
RON WHITTEMORE
SEAN LEE
BOB LINDSEY

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

STAFF REPORT

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

FROM: Yamini Pathak, Director of Finance

STAFF: Consultant – Dean Yamagata, Frazer, LLP

DATE: March 13, 2019

SUBJECT: Civic-Recreational-Industrial Authority January 31, 2019 Financial Report

RECOMMENDATION

Receive and file.

EXECUTIVE SUMMARY

Expo Center:

For the month ended January 31, 2019, the Expo Center generated revenues of \$109,454 and incurred expenses of \$180,703. Total transfers from the Capital Projects Fund amounted to \$13,000 for the month ended January 31, 2019.

For the year to date ended January 31, 2019, the Expo Center generated revenues of \$1,372,876 and incurred expenses of \$1,577,600. Year to date transfers received by the Expo Center amounted \$262,000. 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 \$263,456 of actual expenses for the seven months ended January 31, 2019. Transfers to the Expo Center for the month and year to date ended January 31, 2019 amounted to \$13,000 and \$262,000, 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 January 31, 2019.

Fiscal Impact

There is no fiscal impact as result of this action.

EXHIBIT A

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

JANUARY 31, 2019

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

JANUARY 31, 2019

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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
JANUARY 31, 2019

Expo Center Operations

During the month ended January 31, 2019, we held three events in the Pavilion and four events in the Avalon Room with contracts totaling \$32,529

In the Grand Arena we held five events with contracts totaling \$75,698. These events were LTAP, KBKC, Nueva Gen, and LA City Parks/Recreations.

At January 31, 2019 and 2018, our financial statements reflect the following activity:

<u>Expo Center Operations</u>	<u>Month Ended</u> <u>1/31/2019</u>	<u>Year To Date</u> <u>1/31/2019</u>	<u>Annual Budget</u> <u>2018-2019</u>	<u>% of Annual</u> <u>Budget</u>	<u>Month Ended</u> <u>01/31/2018</u>	<u>Year To Date</u> <u>01/31/2018</u>
Total revenues	\$ 109,454	\$ 1,372,876	\$ 1,980,930	69%	\$ 129,791	\$ 1,025,170
Expenses:						
Direct Expo Center expenses	65,663	787,962	1,270,100	62%	78,465	679,047
General and administrative expenses	115,040	789,638	1,184,975	67%	90,338	724,413
Total direct Expo Center expenses	180,703	1,577,600	2,455,075	64%	168,803	1,403,460
Net loss from operations	(71,249)	(204,724)	(474,145)	43%	(39,012)	(378,290)
Net loss	\$ (71,249)	\$ (204,724)	\$ (474,145)	43%	\$ (39,012)	\$ (378,290)

The following is our summarized financial statements by department at January 31, 2019 and 2018:

<u>Expo Center Operations</u>	<u>Month Ended</u> <u>1/31/2019</u>	<u>Month Ended</u> <u>1/31/2019</u>	<u>Month Ended</u> <u>1/31/2019</u>	<u>Month Ended</u> <u>1/31/2019</u>	<u>Month Ended</u> <u>1/31/2019</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	\$ -	\$ 32,529	\$ 75,698	\$ 1,227	\$ 109,454
Expenses:					
Direct Expo Center expenses	3,946	23,092	38,625	-	65,663
General and administrative expenses	-	-	-	115,040	115,040
Total direct Expo Center expenses	3,946	23,092	38,625	115,040	180,703
Net (loss) income from operations	(3,946)	9,437	37,073	(113,813)	(71,249)
Net (loss) income for the month ended	\$ (3,946)	\$ 9,437	\$ 37,073	\$ (113,813)	\$ (71,249)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
JANUARY 31, 2019

<u>Expo Center Operations</u>	Month Ended 1/31/2018	Month Ended 1/31/2018	Month Ended 1/31/2018 Grand Arena	Month Ended 1/31/2018 General and Admin.	Month Ended 1/31/2018 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 14,650	\$ 47,835	\$ 66,991	\$ 315	\$ 129,791
Expenses:					
Direct Expo Center expenses	6,519	33,441	38,505	-	78,465
General and administrative expenses	-	-	-	90,338	90,338
Total direct Expo Center expenses	<u>6,519</u>	<u>33,441</u>	<u>38,505</u>	<u>90,338</u>	<u>168,803</u>
Net income (loss) from operations	<u>8,131</u>	<u>14,394</u>	<u>28,486</u>	<u>(90,023)</u>	<u>(39,012)</u>
Net income (loss) for the month ended	<u>\$ 8,131</u>	<u>\$ 14,394</u>	<u>\$ 28,486</u>	<u>\$ (90,023)</u>	<u>\$ (39,012)</u>

<u>Expo Center Operations</u>	Year To Date 1/31/2019	Year To Date 1/31/2019	Year To Date 1/31/2019 Grand Arena	Year To Date 1/31/2019 General and Admin.	Year to Date 1/31/2019 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 121,754	\$ 493,927	\$ 748,062	\$ 9,133	\$ 1,372,876
Expenses:					
Direct Expo Center expenses	128,460	255,454	404,048	-	787,962
General and administrative expenses	-	-	-	789,638	789,638
Total direct Expo Center expenses	<u>128,460</u>	<u>255,454</u>	<u>404,048</u>	<u>789,638</u>	<u>1,577,600</u>
Net (loss) income from operations	<u>(6,706)</u>	<u>238,473</u>	<u>344,014</u>	<u>(780,505)</u>	<u>(204,724)</u>
Net (loss) income year to date	<u>\$ (6,706)</u>	<u>\$ 238,473</u>	<u>\$ 344,014</u>	<u>\$ (780,505)</u>	<u>\$ (204,724)</u>

<u>Expo Center Operations</u>	Year To Date 1/31/2018	Year To Date 1/31/2018	Year To Date 1/31/2018 Grand Arena	Year To Date 1/31/2018 General and Admin.	Year to Date 1/31/2018 Totals
	<u>Speedway</u>	<u>Facilities</u>			
Total revenues	\$ 118,909	\$ 408,940	\$ 491,209	\$ 6,112	\$ 1,025,170
Expenses:					
Direct Expo Center expenses	120,294	266,731	292,022	-	679,047
General and administrative expenses	-	-	-	724,413	724,413
Total direct Expo Center expenses	<u>120,294</u>	<u>266,731</u>	<u>292,022</u>	<u>724,413</u>	<u>1,403,460</u>
Net (loss) income from operations	<u>(1,385)</u>	<u>142,209</u>	<u>199,187</u>	<u>(718,301)</u>	<u>(378,290)</u>
Net (loss) income year to date	<u>\$ (1,385)</u>	<u>\$ 142,209</u>	<u>\$ 199,187</u>	<u>\$ (718,301)</u>	<u>\$ (378,290)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
JANUARY 31, 2019

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 January 31, 2019 amounted to \$6,577,310. 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 January 31, 2019. 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 January 31, 2019, our financial statements reflect the following activity:

<u>Capital Projects Fund</u>	<u>Month Ended</u> <u>1/31/2019</u>	<u>Year To Date</u> <u>1/31/2019</u>	<u>Annual Budget</u> <u>2018-2019</u>	<u>% of Annual</u> <u>Budget</u>
Total revenues	\$ -	\$ 1,126	\$ 1,210	93%
Expenditures				
General and administrative expenses	6,688	263,456	591,985	45%
Total expenses	6,688	263,456	591,985	45%
Net loss	\$ (6,688)	\$ (262,330)	\$ (590,775)	44%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

BALANCE SHEET
AS OF JANUARY 31, 2019

			Capital Projects		Expo Center
ASSETS					
CURRENT ASSETS:					
	Cash and cash equivalents	\$	47,979	\$	275,659
	Investments		80,659		-
	Accounts receivable, net		-		31,543
	Prepaid insurance		-		1,215
	Inventories		-		45,483
	Deposits		-		3,000
	Total current assets		128,638		356,900
	CAPITAL ASSETS, net		-		6,577,310
	Total assets	\$	128,638	\$	6,934,210
LIABILITIES AND FUND BALANCE					
CURRENT LIABILITIES:					
	Accounts payable		-		62,259
	Sales tax payable		-		4,431
	Advance rental payments		-		140,187
	Security deposits		-		62,342
	Total current liabilities		-		269,219
FUND BALANCE:					
	Fund balance		128,638		6,664,991
	Total liabilities and fund balance	\$	128,638	\$	6,934,210

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

STATEMENT OF OPERATIONS
FOR THE MONTH AND YEAR TO DATE ENDED JANUARY 31, 2019

	CAPITAL PROJECTS				EXPO CENTER				
	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL	% OF ANNUAL	MONTH ENDED	YEAR TO DATE	2018-2019 ANNUAL	% OF ANNUAL	
	1/31/2019	1/31/2019	BUDGET	BUDGET	1/31/2019	1/31/2019	BUDGET	BUDGET	
REVENUES:									
Expo center revenues	\$	\$	\$		\$	\$	\$		
Other revenues	-	1,126	1,210	93%	-	-	-		
Total revenues	-	1,126	1,210	93%	109,454	1,372,876	1,980,930	69%	
EXPENDITURES:									
Operating expenses	-	-	-		65,663	787,962	1,270,100	62%	
General and administrative expenses	6,688	263,456	591,985	45%	115,040	789,638	1,184,975	67%	
Total expenses	6,688	263,456	591,985	45%	180,703	1,577,600	2,455,075	64%	
EXCESS OF EXPENDITURES OVER REVENUES	(6,688)	(262,330)	(590,775)	44%	(71,249)	(204,724)	(474,145)	43%	
OTHER FINANCING SOURCES, NET	(13,000)	222,808	591,985	38%	13,000	262,000	474,145	55%	
(EXCESS OF EXPENDITURES OVER REVENUES AND OTHER FINANCING SOURCES)/EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES	(19,688)	(39,522)	\$ 1,210		(58,249)	57,276	\$ -		
Fund balance, beginning	148,326	168,160			6,723,240	6,607,715			
Fund balance, ending	\$ 128,638	\$ 128,638			\$ 6,664,991	\$ 6,664,991			

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
STATEMENT OF CASH FLOWS
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2019

		AMOUNT
CASH FLOWS FROM OPERATING ACTIVITIES		
Net loss before transfers and other credits		\$ (204,724)
Adjustments to reconcile net loss to net cash used in operating activities:		
Change in operating assets and liabilities		
Accounts receivable, net		74,710
Prepaid insurance		8,507
Inventories		16,795
Accounts payable		(75,730)
Sales tax payable		(11,330)
Advance rental payments		(38,111)
Security deposits		(12,376)
Net cash used in operating activities		(242,259)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES		
Other financing sources		262,000
NET CHANGE IN CASH		19,741
Cash at July 1, 2018		255,918
Cash at January 31, 2019		\$ 275,659

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 1
Page 1

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTHS AND YEARS TO DATE ENDED JANUARY 31, 2019 AND 2018

	MONTH ENDED 1/31/2019	YEAR TO DATE 1/31/2019	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET	MONTH ENDED 01/31/2018	YEAR TO DATE 01/31/2018
Expo Center Operations						
Revenues						
Facilities rentals	\$ 10,198	\$ 224,954	\$ 300,225	75%	\$ 21,015	\$ 181,594
Facilities rentals - bar sales	18,156	213,051	284,470	75%	21,939	180,913
Facilities - security	2,100	33,560	53,655	63%	3,583	29,709
Facilities - food	1,475	11,460	20,845	55%	398	9,024
Facilities - insurance	600	9,500	13,440	71%	900	7,700
Facilities - other	-	1,402	595	236%	-	-
Grand Arena - special events rentals	17,650	127,064	128,625	99%	11,500	58,750
Grand Arena - outdoor arena rentals	-	3,900	3,990	98%	-	1,500
Grand Arena - show barn stall rentals	960	23,415	46,410	50%	-	24,023
Grand Arena - shaving sales	87	5,662	5,180	109%	-	2,939
Grand Arena - security	4,592	61,694	63,410	97%	4,235	28,961
Grand Arena - trailer parking	2,015	8,515	12,890	66%	1,250	6,975
Grand Arena - bar sales	11,680	234,699	451,090	52%	10,464	210,213
Grand Arena - food	15,243	94,846	104,165	91%	12,703	58,626
Grand Arena - parking	18,781	112,637	154,590	73%	23,937	68,747
Grand Arena - other	4,690	75,630	50,635	149%	2,902	30,475
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	-	694	43,695	2%	14,650	15,369
G&A- Other	1,227	9,133	9,580	95%	315	6,112
Total revenues	109,454	1,372,876	1,980,930	69%	129,791	1,025,170
Expo expenses						
Cost of sales	4,029	109,067	163,490	67%	7,487	86,514
Bar supplies	60	5,163	23,450	22%	112	17,954
Promotional banquet	1,475	6,185	18,760	33%	661	10,373
Feed	-	1,750	-	0%	-	-
Contract labor/wages	28,837	336,579	593,775	57%	38,854	312,419
Furniture/fixtures & equipment	443	7,609	8,650	88%	360	916
Facilities - insurance	3,300	9,000	-	0%	2,500	8,801
Miscellaneous	1,140	4,637	6,090	76%	-	678
Promotional	1,474	13,930	46,200	30%	1,336	23,445
Property maintenance	965	9,891	8,135	122%	2,666	(3,360)
Repairs and maintenance	350	2,821	2,000	141%	-	1,656
Sales tax	-	(55)	445	-12%	-	-
Security - Grand Arena	4,950	55,592	77,300	72%	3,586	36,724
Security - Facilities	2,952	39,498	42,350	93%	3,927	28,927
Security - Speedway	-	10,918	14,725	74%	-	5,797
Shavings	1,242	3,830	5,390	71%	-	4,073
Supplies	3,181	37,309	58,840	63%	2,679	28,252
Equipment rental	59	2,985	3,485	86%	-	3,074
Special event concessions	5,760	34,866	40,530	86%	8,453	22,042
Bad debt	1,500	6,750	-	0%	-	3,750
Speedway- Concessions	-	9,694	17,510	55%	4,936	10,159
Speedway- Merchandise	-	1,055	8,705	12%	(337)	1,060
Speedway- Insurance	1,216	12,459	14,900	84%	1,245	8,709
Speedway - Prize money	2,600	31,967	52,365	61%	-	24,560
Speedway- Outside services/contract labor	130	34,462	63,005	55%	-	42,524
Total Expo expenses	65,663	787,962	1,270,100	62%	78,465	679,047
Operating income before direct						
G & A and CRIA indirect expenses	43,791	584,914	710,830	82%	51,326	346,123

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 1
Page 2

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTHS AND YEARS TO DATE ENDED JANUARY 31, 2019 AND 2018

	MONTH ENDED 1/31/2019	YEAR TO DATE 1/31/2019	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET	MONTH ENDED 01/31/2018	YEAR TO DATE 01/31/2018
Expo Center Operations						
Direct general and administrative expenses						
Office supplies	-	800	3,745	21%	-	3,637
Travel and meetings	-	678	2,265	30%	865	1,413
Dues, subscriptions, books, etc.	1,059	4,562	4,765	96%	886	2,976
Equipment rental/lease	675	8,103	6,570	123%	381	3,420
Employee training	-	-	1,000	0%	-	-
Furniture/fixtures & equipment	-	685	11,075	6%		2,121
Advertising/printing	1,529	1,763	100	1763%		76
Telephone	759	9,670	17,585	55%	1,436	9,848
Postage	1,580	2,044	4,170	49%	179	1,284
Miscellaneous	(1,978)	16,392	14,965	110%	1,352	13,095
Professional services	28,239	203,272	253,980	80%	28,528	164,022
Repairs and equipment	295	10,698	28,035	38%	2,146	6,542
Vehicle expenses	8,747	42,642	40,055	106%	692	18,688
Insurance and bonds	-	-	12,095	0%	-	-
Supplies	5,652	23,319	47,695	49%	3,716	28,600
Contract labor/administrative wages	24,975	242,440	444,790	55%	31,033	302,943
Property maintenance	31,234	117,945	138,285	85%	8,896	71,687
Utilities	12,274	104,625	153,800	68%	10,228	94,061
Total direct general and administrative expenses	115,040	789,638	1,184,975	67%	90,338	724,413
EXCESS OF EXPENDITURES OVER REVENUES	\$ (71,249)	\$ (204,724)	\$ (474,145)	43%	\$ (39,012)	\$ (378,290)

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 JANUARY 31, 2019

	MONTH ENDED 1/31/2019	YEAR TO DATE 1/31/2019	ANNUAL BUDGET 2018-2019	% OF ANNUAL BUDGET
REVENUES				
Other revenues	\$ -	\$ 1,126	\$ 1,210	93%
GENERAL AND ADMINISTRATIVE EXPENSES				
Salaries - board	2,836	18,434	34,760	53%
Payroll taxes	-	-	925	0%
Miscellaneous	-	-	500	0%
Travel and meeting	-	107	-	0%
Medicare/disability	51	277	500	55%
PARS - ARS	106	691	1,300	53%
Legal	-	-	5,000	0%
Professional services	2,650	53,151	145,000	37%
Vehicle expenses	528	3,973	6,000	66%
Advertising and Printing	-	-	2,000	0%
General engineering	-	-	30,000	0%
Property maintenance	450	141,963	320,000	44%
Furniture, Equipment & Fixtures	-	19,511	-	0%
Insurance and bonds	-	24,808	45,000	55%
Utilities	67	541	1,000	54%
Total general and administrative expenses	6,688	263,456	591,985	45%
EXCESS OF EXPENDITURES OVER				
REVENUES	\$ (6,688)	\$ (262,330)	\$ (590,775)	44%