
Civic-Recreational-Industrial Authority



Regular Meeting Agenda
March 11, 2020

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. **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine and will be enacted by one vote. There will be no separate discussion of these items unless members of the Civic-Recreational-Industrial Authority (CRIA) Board, the public, or staff request specific items be removed from the Consent Calendar for separate action.

- 5.1 Consideration of the Register of Demands submitted by the Finance Department for March 11, 2020

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

- 5.2 Consideration of the minutes of the February 12, 2020 regular meeting

RECOMMENDED ACTION: Approve as submitted.

6. **BOARD MATTERS**

- 6.1 Update on the Expo Center

RECOMMENDED ACTION: Receive and file.

- 6.2 Consideration of the Register of Demands submitted by CNC Equestrian Management Services for the Industry Hills Expo Center for February 2020

RECOMMENDED ACTION: Receive and file.

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

RECOMMENDED ACTION: Receive and file the report.

- 6.4 Consideration of Resolution No. CRIA 2020-01 – A RESOLUTION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY APPROVING AND ADOPTING THE FISCAL YEAR 2019-20 PROPOSED MID-YEAR BUDGET ADJUSTMENTS

RECOMMENDED ACTION: Adopt Resolution No. CRIA 2020-01.

7. Adjournment. Next regular meeting: Wednesday, April 8, 2020 at 9:00 a.m.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.1

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting March 11, 2020

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
360	INDUSTRY HILLS EXPO OPERATING ACCOUNT	47,481.96

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
WFCK	WELLS FARGO CHECKING	47,481.96

APPROVED PER CITY MANAGER

Civic -Recreational - Industrial Authority

Board Meeting

March 11, 2020

Check	Date				Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking						
10990	02/13/2020				SOCALGAS	\$14.79
	Invoice	Date	Description		Amount	
	2020-00001181	02/05/2020	01/04-02/03/20 SVC - 16200 TEMPLE AVE APT 100-EXPO		\$14.79	
10991	03/04/2020				CITY OF INDUSTRY-REFUSE	\$1,247.60
	Invoice	Date	Description		Amount	
	0003886554	01/01/2020	IH RODEO STORAGE BOXES		\$1,247.60	
10992	03/11/2020				BEE GREEN INC.	\$450.00
	Invoice	Date	Description		Amount	
	452	02/24/2020	OPERATIONS & REPAIR EXPO CENTER		\$450.00	
10993	03/11/2020				CITY OF INDUSTRY-REFUSE	\$450.00
	Invoice	Date	Description		Amount	
	0003903664	02/01/2020	IHRODEO STORAGE BOXES		\$450.00	
10994	03/11/2020				CRIA-PAYROLL ACCOUNT	\$3,000.00
	Invoice	Date	Description		Amount	
	MAR-20	02/12/2020	PAYROLL REIMBURSEMENT		\$3,000.00	
10995	03/11/2020				ELEVATE PUBLIC AFFAIRS, LLC	\$5,000.00
	Invoice	Date	Description		Amount	
	1841	02/11/2020	PROFESSIONAL SVC - JANUARY 2020		\$5,000.00	
10996	03/11/2020				FCI MANAGEMENT	\$9,096.33
	Invoice	Date	Description		Amount	

Civic -Recreational - Industrial Authority

Board Meeting

March 11, 2020

Check	Date			Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking					
	0000731-IN	01/27/2020	LIGHTING RETROFIT SVC - EXPO CENTER		\$9,096.33
10997	03/11/2020			FRAZER, LLP	\$1,980.00
	Invoice	Date	Description		Amount
	164998	01/31/2020	PROFESSIONAL SVC - JANUARY 2020		\$1,980.00
10998	03/11/2020			KLINE'S PLUMBING, INC.	\$1,675.00
	Invoice	Date	Description		Amount
	11329	02/14/2020	MAINT REPAIR & REFURBISHMENT OF RESTROOMS A		\$1,675.00
10999	03/11/2020			SATSUMA LANDSCAPE & MAINT.	\$23,248.88
	Invoice	Date	Description		Amount
	1158	01/27/2020	JAN 2019 LANDSCAPE MAINTENANCE		\$23,248.88
11000	03/11/2020			SURETECK, INC.	\$1,319.36
	Invoice	Date	Description		Amount
	SUR 1-2020-98	02/05/2020	JANUARY 2020 - ON CALL MAINTENANCE SCV - EXPO C		\$1,319.36

Checks	Status	Count	Transaction Amount
	Total	11	\$47,481.96

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.2

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 12, 2020
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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 Ron Whittimore.

ROLL CALL

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

STAFF PRESENT: Troy Helling, City Manager; Bing Hyun, Assistant City Manager; James M. Casso, General Counsel; Misty Lucero with CNC Equestrian; Julie Robles, Secretary; and Lynn Thompson, Administrative Technician II.

PUBLIC COMMENTS

Chairman Larry Hartmann spoke about the passing of Dave Perez on Monday, February 10th, and asked for a moment of silence in his honor.

City Hall and many businesses within the City of Industry have placed their flags at half-staff in tribute to Dave Perez.

CONSENT CALENDAR

5.1 UPDATE ON THE EXPO CENTER

RECOMMENDED ACTION: RECEIVE AND FILE.

Chairman Hartmann asked to pull item No. 5.1, for an update on the Expo Center.

5.2 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE FINANCE DEPARTMENT FOR FEBRUARY 12, 2020

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 12, 2020
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RECOMMENDED ACTION: APPROVE THE REGISTER OF DEMANDS AND AUTHORIZE THE APPROPRIATE PERSONNEL TO PAY THE BILLS.

5.3 CONSIDERATION OF THE MINUTES OF THE JANUARY 8, 2020 REGULAR MEETING

RECOMMENDED ACTION: APPROVE AS SUBMITTED.

5.4 CONSIDERATION OF ANNUAL AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2019

RECOMMENDED ACTION: APPROVE ANNUAL AUDITED FINANCIAL STATEMENTS FOR FY 18-19.

5.5 CONSIDERATION OF INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS FOR THE FISCAL YEAR ENDED JUNE 30 2019

RECOMMENDED ACTION: APPROVE INDEPENDENT AUDITOR'S REPORT FOR FY 18-19.

5.6 CONSIDERATION OF AUDITOR'S COMMUNICATIONS WITH THE BOARD OF DIRECTORS FOR THE FISCAL YEAR ENDED JUNE 30 2019

RECOMMENDED ACTION: APPROVE AUDITOR'S COMMUNICATION REPORT FOR FY 18-19.

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER WHITTEMORE TO APPROVE ITEMS 5.2 THROUGH 5.6 OF THE CONSENT CALENDAR. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	LEE, LINDSEY, WHITTEMORE, VC/KARNS, C/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 12, 2020
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For item 5.1, Misty Lucero with CNC Equestrian, informed the Board Members of the activities that occurred and that are occurring at the Expo Center. She was available to answer any questions.

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER WHITTEMORE TO APPROVE ITEM 5.1 OF THE CONSENT CALENDAR. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

BOARD MATTERS

6.1 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY CNC EQUESTRIAN MANAGEMENT SERVICES FOR THE INDUSTRY HILLS EXPO CENTER FOR JANUARY 2019

RECOMMENDED ACTION: *RECEIVE AND FILE.*

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

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

6.2 PRESENTATION AND DISCUSSION REGARDING THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY'S FINANCIAL REPORT FOR NOVEMBER 30, 2019

RECOMMENDED ACTION: *RECEIVE AND FILE THE REPORT.*

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 12, 2020
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Dean Yamagata from Frazier, LLP provided a staff report and was available to answer any questions.

MOTION BY VICE CHAIRMAN KARNS, 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, VC/KARNS, C/HARTMANN
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

6.3 CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH ABSOLUTE SECURITY INTERNATIONAL, INC., FOR SECURITY SERVICES AT INDUSTRY EXPO CENTER IN AN AMOUNT NOT-TO-EXCEED \$2,584,020.00, THROUGH JUNE 30, 2024

RECOMMENDED ACTION: APPROVE THE AGREEMENT.

Assistant City Manager Bing Hyun, provided a staff report and was available to answer any questions.

MOTION BY VICE CHAIRMAN KARNS, AND SECOND BY BOARD MEMBER LINDSEY TO APPROVE THE AGREEMENT. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

6.4 CONSIDERATION OF MAINTENANCE SERVICES AGREEMENT WITH PACIFIC UTILITY INSTALLATION, INC., FOR THE MAINTENANCE OF THE ELECTRICAL DISTRIBUTION AND STREETLIGHT SYSTEM AT THE EXPO CENTER IN AN AMOUNT NOT-TO-EXCEED \$100,000.00, THROUGH JUNE 30, 2021

RECOMMENDED ACTION: APPROVE THE AGREEMENT.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 12, 2020
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Director of Public Works/City Engineer, Josh Nelson provided a staff report and was available to answer any questions.

MOTION BY BOARD MEMBER WHITTEMORE, AND SECOND BY VICE CHAIR KARNS TO APPROVE THE AGREEMENT. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

ADJOURNMENT

Chairman Hartmann left us with a thought: Life is not about how you survive the storm. It's about how you dance in the rain. As did our former Mayor Dave Perez.

There being no further business, the Civic-Recreational-Industrial Authority adjourned at 9:26 a.m.

Larry Hartmann, Chairman

Julie Robles, Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.1

FEBRUARY-BANQUET NON-AVAILABILITY SHEET

Date Called	Client Name	Date Requested	Pavilion	Avalon Room	Guests	Type of Event	How they heard	Contact
02/03/20	Dayna Lopez	August 8, 2020		1	120	Wedding Reception	Website	E-Mail
02/03/20	Yvette Rojas	October 10, 2020	1		299	Wedding Reception	Website	E-Mail
02/04/20	Sara	April 6, 2020		1	100	Wedding Reception	Attended	Phone
02/04/20	Caroline Carver	December 19, 2020		1	150	Wedding Reception	Referral	Phone
02/05/20	Berenice	September 5, 2020	1		300	Quinceanera	Attended	Phone
02/05/20	Sergio Vargas	October 24, 2020	1		350	Sweet 16th	Attended	Phone
02/07/20	Veronica	August 1, 2020		1	140	Quinceanera	Referral	Phone
02/07/20	Beatrice Delgado	June 20, 2020	1		250	Wedding Reception	Attended	Phone
02/07/20	Gilbert Enriquez	May 16, 2020		1	150	Birthday Party	Attended	Phone
02/07/20	Teresa Aguila	May 9, 2020		1	120	First Communion Party	Attended	Phone
02/10/20	Leticia Marie	July 11, 2020	1		500	Quinceanera	Attended	Phone
02/10/20	Jennifer Torrero	October 11, 2020	TB	TS	180	Wedding Cer & Recept	Referral	Phone
02/10/20	Edith Arroyo	August 1, 2020	TB	TS	150	Baptism	Referral	Phone
02/10/20	Marlene Vega	August 1, 2020	1		250	Quinceanera	Attended	Phone
02/10/20	Esmeralda	September 19, 2020		1	130	Birthday Party	Attended	Phone
02/11/20	Francis	December 6, 2020	TB	TS	180	Sweet 16th	Referral	Phone
02/11/20	Blanca Montanez	October 17, 2020	1		500	Quinceanera	Attended	Phone
02/12/20	Dolores & Mirella	November 7, 2020	TB	TS	160	Sweet 16th	Referral	Phone
02/12/20	Yvonne	October 10, 2020	1		200	Baptism	Attended	Phone
02/12/20	Dominique	May 16, 2020		1	120	Graduation Party	Attended	Phone
02/13/20	Cynthia Torrez	July 11, 2020		TS	140	Wedding Reception	Referral	Phone
02/13/20	Albert Montejano	May 18, 2019	1		300	Wedding Reception	Attended	Phone
02/14/20	Rachel Panlilio	July 4, 2020		1	100	Wedding Reception	Website	E-Mail
02/14/20	Edith Perez	September 5, 2020		1	120	Private event	Attended	Phone
02/15/20	Andrea Ram	June 27, 2020	TB	TS	175	Quinceanera	Website	E-Mail

FEBRUARY-BANQUET NON-AVAILABILITY SHEET

Date Called	Client Name	Date Requested	Pavilion	Avalon Room	Guests	Type of Event	How they heard	Contact
02/18/20	Brenda Flores	July 4, 2020	1		300	Baptism	Website	E-Mail
02/18/20	Patricia Sanchez	August 29, 2020	1		225	Quinceanera	Website	E-Mail
02/19/20	Claudia Anaya	May 2, 2020		1	150	100th Birthday Party	Attended	Phone
02/19/20	Olga Soto	June 20, 2020	1		350	Quincenera	Attended	Phone
02/19/20	Maria Palacio	July 11, 2020	TB	TS	150	Quinceanera	Referral	Phone
02/19/20	Ayde Flores	March 28, 2020		1	130	Wedding Reception	Attended	Phone
02/19/20	Mario Andradr	May 2, 2020		1	100	Baptism	Attended	Phone
02/20/20	Valerie	May 23, 2020		1	50	Baby Shower	Attended	Phone
02/21/20	Myra Ramirez	July 25, 2020	TB	TS	175	Quinceanera	Referral	Phone
02/23/20	Vanessa Navarro	August 29, 2020	TB	TS	150+	Wedding Reception	Referral	Phone
02/24/20	Andrew Shin	September 12, 2020	1		200+	Private Event	Website	E-Mail
02/24/20	Martin	August 22, 2020	1		350	Quinceanera	Referral	Phone
02/25/20	Martha Garcia	November 7, 2020	1		350	Quinceanera	Attended	Phone
02/26/20	Yesenia Salinas	May 16, 2020	TB	TS	150+	Graduation Party	Attended	Phone
02/27/20	Mia Holguin	March 21, 2020	TB	TS	150	Birthday Party	Referral	Phone
02/28/20	Delia	November 14, 2020		1	80	Quinceanera	Attended	Phone
			25	26				

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.2

Industry Hills Expo Center

Check Detail

February 2019

Industry Hills Expo Center - Check Register
FEBRUARY

DATE	CHECK #	PAYEE	AMOUNT	DETAILS
02/05/2020	16002	VOID CHECK	0.00	DATA INPUT ERROR
02/05/2020	16003	VOID CHECK	0.00	DATA INPUT ERROR
02/05/2020	16004	PAV-020120 ARACELI HEREDIA	600.00	SECURITY DEPOSIT REFUND
02/10/2020	16005	MAX RUML	600.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16006	DILLON RUML	500.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16007	AARON FOX	425.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16008	RUSSELL GREEN	250.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16009	TIM GOMEZ	200.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16010	BILLY JANNIRO	175.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16011	AUSTIN NOVRATIL	150.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16012	SHAWN McCONNELL	125.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16013	SEBASTIAN PALMESE	100.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/10/2020	16014	BOBBY SCHWARTZ	75.00	SPEEDWAY RACE PAYOUT-2019 SEASON POINTS
02/19/2020	16015	AR-020820 ARNOLDO AVILA	300.00	SECURITY DEPOSIT REFUND
02/19/2020	16016	AR-020720 JULIE LUEVANO	300.00	SECURITY DEPOSIT REFUND
02/19/2020	16017	PAV-020820 CARLOS YEPEZ	600.00	SECURITY DEPOSIT REFUND
02/19/2020	16018	ALARMCO	700.00	PROGRESSIVE PMT. ALARM SYSTEM
02/19/2020	16019	ANHEUSER BUSCH SALES OF AMERICA	308.00	INVENTORY ITEMS
02/19/2020	16020	AT&T	555.68	TELEPHONE EXP.
02/19/2020	16021	BONAFIDE MECHANICAL INC.	344.25	REPAIR COOLER-BANQUETS
02/19/2020	16022	CAPITAL PROTECTION INC.	5,587.00	EVENT SECURITY
02/19/2020	16023	CINTAS	1,561.52	MATS, MOPS AND UNIFORMS
02/19/2020	16024	CITY OF INDUSTRY	4,849.15	ROLL OFF & DUMP FEES
02/19/2020	16025	CLASSIC DISTRIBUTING & BEV.	1,116.50	INVENTORY ITEMS
02/19/2020	16026	CNC EQUESTRIAN MANAGEMENT	8,268.01	FAIRWAY P/R - W/E 01/26/20, 02/02/20, & 02/09/20
02/19/2020	16027	COASTAL CARBONIC	142.29	CARBO CHARGER-PATIO CAFÉ
02/19/2020	16028	FED EX	132.45	POSTAGE EXP.
02/19/2020	16029	FOOTHILL VACUUM & JANITORIAL	403.90	CLEANING SUPPLIES
02/19/2020	16030	FRONTIER COMMUNICATIONS	833.12	OFFICE TELEPHONE/INTERNET EXP.
02/19/2020	16031	GINA HORN DESIGNS	430.00	SPEEDWAY 2020 SEASON FLIERS/PASSES/LICENSES
02/19/2020	16032	GRAHAM COMPANY	415.00	QUARTERLY MAINT. EMERGENCY LIGHT SYSTEM
02/19/2020	16033	GRAND CENTRAL RECTCLING & TRAN	1,455.72	MATERIALS - BASE FOR FILL.
02/19/2020	16034	HARBOR DISTRIBUTING,LLC	4,236.85	INVENTORY ITEMS
02/19/2020	16035	HOME DEPOT	896.55	PROPERTY MAINT EXP.
02/19/2020	16036	INDUSTRIAL PIPE & STEEL, LLC	431.06	PROPERTY MAINT EXP.
02/19/2020	16037	JAM GOLF CARS	731.00	VEHICLE MAINT. EXP.
02/19/2020	16038	JUAN LOPEZ	1,692.50	IT SERVICES
02/19/2020	16039	OFFICE DEPOT	473.52	OFFICE SUPPLIES EXP.
02/19/2020	16040	P & R PAPER SUPPLY COMPANY	554.63	INVENTORY ITEMS

Industry Hills Expo Center

Check Detail

February 2019

Industry Hills Expo Center - Check Register

FEBRUARY

DATE	CHECK #	PAYEE	AMOUNT	DETAILS
02/19/2020	16041	RANCHO JANITORIAL SUPPLIES	747.16	CLEANING SUPPLIES
02/19/2020	16042	ROGERS,CLEM & CO.	2,200.00	ACCOUNTING/CONSULTING SERVICES
02/19/2020	16043	SOUTHERN WINE & SPIRITS	5,622.33	INVENTORY ITEMS
02/19/2020	16044	SPARKLETTS	644.98	INVENTORY ITEMS/ OFFICE SUPPLIES EXP.
02/19/2020	16045	STAPLES Business Advantage	150.66	OFFICE SUPPLIES EXP.
02/19/2020	16046	SUNBELT RENTALS	543.13	EQUIPMENT RENTAL
02/19/2020	16047	SUPREMA CO.	525.00	INVENTORY ITEMS
02/19/2020	16048	SYSCO	4,670.97	INVENTORY ITEMS
02/19/2020	16049	TBS CLEANING SERVICE	1,750.00	EVENTS CLEANING SERVICES
02/19/2020	16050	THE BIG NORWEGIAN	9,022.96	VEHICLE MAINT.
02/19/2020	16051	THE FLAG SHOP	539.57	SUPPLIES EXP.
02/19/2020	16052	WEST COAST EMERGENCY MEDICAL SERVICES	160.00	AMBULANCE SERVICES
02/19/2020	16053	YOUNG'S MARKET CO.	1,494.20	INVENTORY ITEMS
02/21/2020	16054	California Dept. of Tax and Fee Admin.	2,418.82	SALES TAX PAYMENT
02/27/2020	16055	PCR CASH	798.31	PETTY CASH REPLENISHMENT
02/27/2020	16056	AR-022320 AURORA ROSALES	300.00	SECURITY DEPOSIT REFUND
02/27/2020	16057	AR-022220 JEANETTE VILLANUEVA	300.00	SECURITY DEPOSIT REFUND
02/27/2020	16058	BROWN & BROWN OF CALIFORNIA INC.	800.00	BANQUET INSURANCE
02/27/2020	16059	CAPITAL PROTECTION INC.	1,229.00	EVENT SECURITY
02/27/2020	16060	CINTAS	1,597.74	MATS, MOPS AND UNIFORMS
02/27/2020	16061	CLASSIC DISTRIBUTING & BEV.	154.00	INVENTORY ITEMS
02/27/2020	16062	VOID CHECK	0.00	DATA INPUT ERROR
02/27/2020	16063	EL MONTE ICE CO.	350.00	INVENTORY ITEMS
02/27/2020	16064	GINA HORN DESIGNS	1,508.75	PROGRAMS - GUMBALL RALLY, PRINT 2020 RACE TICKETS
02/27/2020	16065	HECTOR GARCIA	567.00	VENDOR SERVICES - GUMBALL RALLY
02/27/2020	16066	MERRITT'S ACE HARDWARE	153.01	PROMOTIONAL ITEMS-SPEEDWAY RAFFLE
02/27/2020	16067	VOID CHECK	0.00	DATA INPUT ERROR
02/27/2020	16068	OFFICE DEPOT	22.50	OFFICE SUPPLIES EXP.
02/27/2020	16069	SOUTHERN CALIFORNIA EDISON	8,501.56	UTILITIES EXP.
02/27/2020	16070	TBS CLEANING SERVICE	3,150.00	EVENTS CLEANING SERVICES
02/27/2020	16071	THE FLAG SHOP	712.35	SUPPLIES EXP.
02/27/2020	16072	XEROX FINANCIAL SERVICES	754.22	LEASE PMT-XEROX COPIER
02/27/2020	16073	CNC EQUESTRIAN MANAGEMENT	47,608.32	MTHLY MGMT FEE-FEB./PAYROLL-FEB./AMEX CHARGES.
TOTAL			134,107.24	

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
RONALD 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 11, 2020

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

RECOMMENDATION

Receive and file.

EXECUTIVE SUMMARY

Expo Center:

For the month ended December 31, 2019, the Expo Center generated revenues of \$114,613 and incurred expenses of \$141,915. Transfers from the Capital Projects Fund amounted to \$2,000 for the month ended December 31, 2019.

For the year to date ended December 31, 2019, the Expo Center generated revenues of \$1,019,819 and incurred expenses of \$1,412,149. Transfers received by the Expo Center amounted to \$64,000 for the year to date ended December 31, 2019. Year to date revenues and expenses are in line with the annual budgeted amounts.

Capital Projects Fund:

Total budgeted expenses for the year ended June 30, 2020 amount to \$527,400 which the Fund incurred \$256,764 of actual expenses for the year to date ended December 31, 2019. Year to date transfers from the City of Industry amounted to \$425,000 of which \$64,000 was transferred to the Expo Center.

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 December 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

DECEMBER 31, 2019

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

DECEMBER 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
DECEMBER 31, 2019

Expo Center Operations

During the month ended December 31, 2019, we held eight events in the Pavilion and eleven events in the Avalon Room with contracts including bar sales and other revenues totaling \$66,806.

In the Grand Arena we held four events with contracts including bar sales and other revenues totaling \$47,318. These events were LA County Cheer, Winter Drive and Lynda Tjarks Agility.

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

<u>Expo Center Operations</u>	Month Ended 12/31/2019	Year To Date 12/31/2019	Annual Budget 2019-2020	% of Annual Budget	Month Ended 12/31/2018	Year To Date 12/31/2018
Total revenues	\$ 114,613	\$ 1,019,819	\$ 2,541,900	40%	\$ 233,120	\$ 1,263,422
Expenses:						
Direct Expo Center expenses	59,025	797,388	1,512,200	53%	88,814	722,299
General and administrative expenses	82,890	614,761	1,178,900	52%	85,563	674,598
Total direct Expo Center expenses	141,915	1,412,149	2,691,100	52%	174,377	1,396,897
Net loss from operations	(27,302)	(392,330)	(149,200)	263%	58,743	(133,475)
Net loss	\$ (27,302)	\$ (392,330)	\$ (149,200)	263%	\$ 58,743	\$ (133,475)

Summarized financial information by department for the month ending December 31, 2019 and 2018:

<u>Expo Center Operations</u>	Month Ended 12/31/2019	Month Ended 12/31/2019	Month Ended 12/31/2019	Month Ended 12/31/2019	Month Ended 12/31/2019
	<u>Speedway</u>	<u>Facilities</u>	<u>Grand Arena</u>	<u>General and Admin.</u>	<u>Totals</u>
Total revenues	\$ -	\$ 66,815	\$ 47,798	\$ -	\$ 114,613
Expenses:					
Direct Expo Center expenses	1,277	34,949	22,800	-	59,026
General and administrative expenses	-	-	-	82,892	82,892
Total direct Expo Center expenses	1,277	34,949	22,800	82,892	141,918
Net (loss) income from operations	(1,277)	31,866	24,998	(82,892)	(27,305)
Net (loss) income for the month ended	\$ (1,277)	\$ 31,866	\$ 24,998	\$ (82,892)	\$ (27,305)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
DECEMBER 31, 2019

Expo Center Operations (continued)

Summarized financial information by department for the month ending December 31, 2019 and 2018 (continued):

<u>Expo Center Operations</u>	Month Ended 12/31/2018		Month Ended 12/31/2018		Month Ended 12/31/2018	
	Speedway	Facilities	Grand Arena	General and Admin.	Totals	
Total revenues	\$ 10	\$ 104,947	\$ 127,355	\$ 808	\$ 233,120	
Expenses:						
Direct Expo Center expenses	1,649	28,358	58,807	-	88,814	
General and administrative expenses	-	-	-	85,563	85,563	
Total direct Expo Center expenses	1,649	28,358	58,807	85,563	174,377	
Net (loss) income from operations	(1,639)	76,589	68,548	(84,755)	58,743	
Net (loss) income for the month ended	\$ (1,639)	\$ 76,589	\$ 68,548	\$ (84,755)	\$ 58,743	

Summarized financial information by department for the year to date period ending December 31, 2019 and 2018:

<u>Expo Center Operations</u>	Year To Date 12/31/2019		Year To Date 12/31/2019		Year To Date 12/31/2019	
	Speedway	Facilities	Grand Arena	General and Admin.	Totals	
Total revenues	\$ 107,877	\$ 353,561	\$ 557,597	\$ 784	\$ 1,019,819	
Expenses:						
Direct Expo Center expenses	123,619	275,736	398,033	-	797,388	
General and administrative expenses	-	-	-	614,767	614,767	
Total direct Expo Center expenses	123,619	275,736	398,033	614,767	1,412,155	
Net (loss) income from operations	(15,742)	77,825	159,564	(613,983)	(392,336)	
Net (loss) income year to date	\$ (15,742)	\$ 77,825	\$ 159,564	\$ (613,983)	\$ (392,336)	

<u>Expo Center Operations</u>	Year To Date 12/31/2018		Year To Date 12/31/2018		Year to Date 12/31/2018	
	Speedway	Facilities	Grand Arena	General and Admin.	Totals	
Total revenues	\$ 121,754	\$ 461,398	\$ 672,364	\$ 7,906	\$ 1,263,422	
Expenses:						
Direct Expo Center expenses	124,514	232,362	365,423	-	722,299	
General and administrative expenses	-	-	-	674,598	674,598	
Total direct Expo Center expenses	124,514	232,362	365,423	674,598	1,396,897	
Net (loss) income from operations	(2,760)	229,036	306,941	(666,692)	(133,475)	
Net (loss) income year to date	\$ (2,760)	\$ 229,036	\$ 306,941	\$ (666,692)	\$ (133,475)	

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
DECEMBER 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 December 31, 2019 amounted to \$5,834,210. 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 December 31, 2019. It is the accounting policy of the CRIA to record annual depreciation expense subsequent to the completion of the June 30, 2020 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 December 31, 2019, our financial statements reflect the following activity:

<u>Capital Projects Fund</u>	<u>Month Ended</u> <u>12/31/2019</u>	<u>Year To Date</u> <u>12/31/2019</u>	<u>Annual Budget</u> <u>2019-2020</u>	<u>% of Annual</u> <u>Budget</u>
Total revenues	\$ (517)	\$ 502	\$ 3,010	17%
Expenditures				
General and administrative expenses	18,843	256,764	527,400	49%
Total expenses	18,843	256,764	527,400	49%
Net loss	\$ (19,360)	\$ (256,262)	\$ (524,390)	49%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

BALANCE SHEET I
AS OF DECEMBER 31, 2019

		Capital Projects	Expo Center
ASSETS			
CURRENT ASSETS:			
Cash and cash equivalents	\$	50,444	\$ 20,418
Investments		82,012	-
Accounts receivable, net		-	12,044
Prepaid Insurance		-	4,071
Inventories		-	39,261
Deposits		-	3,000
Total current assets		132,456	78,794
CAPITAL ASSETS, net		-	5,834,210
Total assets	\$	132,456	\$ 5,913,004
LIABILITIES AND FUND BALANCE			
CURRENT LIABILITIES:			
Accounts payable	\$	-	\$ 110,993
Sales tax payable		-	4,516
Advance rental payments		-	116,419
Security deposits		-	51,261
Total current liabilities		-	283,189
FUND BALANCE:			
Fund balance		132,456	5,629,815
Total liabilities and fund balance	\$	132,456	\$ 5,913,004

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

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

	CAPITAL PROJECTS				EXPO CENTER			
	MONTH ENDED 12/31/2019	YEAR TO DATE 12/31/2019	2019-2020 ANNUAL BUDGET	% OF ANNUAL BUDGET	MONTH ENDED 12/31/2019	YEAR TO DATE 12/31/2019	2019-2020 ANNUAL BUDGET	% OF ANNUAL BUDGET
REVENUES:								
Expo center revenues	\$ -	\$ -	\$ -		\$ 114,613	\$ 1,019,819	\$ 2,541,900	40%
Other revenues	(517)	502	3,010	17%	-	-	-	
Total revenues	(517)	502	3,010	17%	114,613	1,019,819	2,541,900	40%
EXPENDITURES:								
Operating expenses	-	-	-		59,025	797,388	1,512,200	53%
General and administrative expenses	18,843	256,764	527,400	49%	82,890	614,761	1,178,900	52%
Total expenses	18,843	256,764	527,400	49%	141,915	1,412,149	2,691,100	52%
EXCESS OF EXPENDITURES OVER REVENUES	(19,360)	(256,262)	(524,390)	49%	(27,302)	(392,330)	(149,200)	263%
OTHER FINANCING SOURCES, NET	18,000	361,000	527,400	68%	2,000	64,000	150,500	43%
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES/(EXCESS OF EXPENDITURES OVER REVENUE AND OTHER FINANCING SOURCES)								
	(1,360)	104,738	\$ 3,010		(25,302)	(328,330)	\$ 1,300	
Fund balance, beginning	133,816	27,718			5,655,117	5,958,145		
Fund balance, ending	\$ 132,456	\$ 132,456			\$ 5,629,815	\$ 5,629,815		

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
STATEMENT OF CASH FLOWS
FOR THEY YEAR TO DATE ENDED DECEMBER 31, 2019

		AMOUNT
CASH FLOWS FROM OPERATING ACTIVITIES		
	Net loss before transfers and other credits	\$ (392,330)
	Adjustments to reconcile net loss to net cash used	
	in operating activities:	
	Change in operating assets and liabilities	
	Accounts receivable, net	104,134
	Prepaid insurance	9,185
	Inventories	10,297
	Accounts payable	518
	Sales tax payable	(2,697)
	Advance rental payments	(21,801)
	Security deposits	(5,891)
	Net cash used in operating activities	(298,585)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES		
	Other financing sources	64,000
	NET CHANGE IN CASH	(234,585)
	Cash at July 1, 2019	255,003
	Cash at December 31, 2019	\$ 20,418

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 DECEMBER 31, 2019 AND 2018

	MONTH ENDED 12/31/2019	YEAR TO DATE 12/31/2019	ANNUAL BUDGET 2019-2020	% OF ANNUAL BUDGET	MONTH ENDED 12/31/2018	YEAR TO DATE 12/31/2018
Expo Center Operations						
Revenues						
Facilities rentals	\$ 23,746	\$ 157,912	\$ 370,900	43%	\$ 47,687	\$ 214,756
Facilities rentals - bar sales	36,166	151,236	342,100	44%	47,694	194,895
Facilities - security	5,069	28,385	55,700	51%	7,142	31,460
Facilities - food	434	4,703	19,500	24%	399	9,985
Facilities - insurance	1,400	7,700	16,300	47%	2,000	8,900
Facilities - other	-	3,625	1,500	242%	25	1,402
Grand Arena - special events rentals	20,250	78,712	232,600	34%	25,999	109,414
Grand Arena - outdoor arena rentals	-	3,500	7,900	44%	1,500	3,900
Grand Arena - show barn stall rentals	480	20,774	47,200	44%	480	22,455
Grand Arena - shaving sales	-	5,255	7,800	67%	-	5,575
Grand Arena - security	2,865	64,909	138,600	47%	8,495	57,102
Grand Arena - trailer parking	665	6,955	13,300	52%	725	6,500
Grand Arena - bar sales	692	232,198	568,300	41%	39,332	223,019
Grand Arena - food	7,898	32,304	159,200	20%	16,136	79,603
Grand Arena - feed sales	-	55	-	0%	-	-
Grand Arena - parking	12,516	68,398	194,500	35%	21,805	93,856
Grand Arena - other	2,433	44,537	110,100	40%	12,883	70,940
Speedway - Merchandise	-	4,777	6,300	76%	-	2,877
Speedway - Bar	-	24,264	50,000	49%	-	32,183
Speedway - Prize Money	-	12,495	31,100	40%	-	11,343
Speedway - General Admission	-	34,365	74,900	46%	-	39,010
Speedway - Concessions	-	21,477	40,800	53%	-	25,352
Speedway - Parking	-	8,930	17,400	51%	-	10,295
Speedway - Other	-	1,589	22,000	7%	10	694
G&A- Other	-	784	13,900	6%	808	7,906
Total revenues	114,613	1,019,819	2,541,900	40%	233,120	1,263,422
Expo expenses						
Cost of sales	10,179	115,086	224,600	51%	10,857	105,038
Bar supplies	234	4,602	8,800	52%	414	5,103
Promotional banquet	401	2,128	9,900	21%	487	4,710
Feed	-	140	2,100	7%	-	1,750
Contract labor/wages	31,039	385,285	657,500	59%	45,044	307,742
Furniture/fixtures & equipment	-	4,900	14,500	34%	-	7,166
Facilities - insurance	900	7,200	18,900	38%	-	6,700
Miscellaneous	260	3,111	10,200	31%	425	3,497
Promotional	116.00	2,699	25,900	10%	1,163	12,466
Property maintenance	-	18,365	12,500	147%	-	8,926
Repairs and maintenance	-	212	1,500	14%	-	2,471
Sales tax	-	(64)	-	0%	-	(55)
Security - Grand Arena	3,450.00	51,661	119,700	43%	8,228	50,642
Security - Facilities	5,500	32,929	70,700	47%	7,783	36,546
Security - Speedway	-	9,125	18,000	51%	-	10,918
Shavings	-	4,125	4,600	90%	-	2,588
Supplies	3,391	36,458	63,900	57%	2,685	34,128
Equipment rental	653	6,604	10,200	65%	1,908	2,926
Special event concessions	375	11,284	63,500	18%	7,105	29,106
Bad debt	1,500	9,000	13,500	67%	1,500	5,250
Speedway- Concessions	-	9,026	16,300	55%	-	9,694
Speedway- Merchandise	-	-	3,500	0%	-	1,055
Speedway- Insurance	1,027	6,165	30,200	20%	1,215	11,243
Speedway - Prize money	-	28,076	45,600	62%	-	29,367
Speedway- Outside services/contract labor	-	49,271	66,100	75%	-	34,332
Total Expo expenses	59,025	797,388	1,512,200	53%	88,814	722,299
Operating income before direct						
G & A and CRIA indirect expenses	55,588	222,431	1,029,700	22%	144,306	541,123

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 DECEMBER 31, 2019 AND 2018

	MONTH ENDED 12/31/2019	YEAR TO DATE 12/31/2019	ANNUAL BUDGET 2019-2020	% OF ANNUAL BUDGET	MONTH ENDED 12/31/2018	YEAR TO DATE 12/31/2018
Expo Center Operations						
Direct general and administrative expenses						
Office supplies	-	-	2,400	0%	-	800
Travel and meetings	-	1,316	1,900	69%	100	678
Dues, subscriptions, books, etc.	1,140	6,933	8,800	79%	407	3,503
Equipment rental/lease	778	6,358	14,900	43%	139	7,428
Employee training	-	747	-	0%	-	-
Furniture/fixtures & equipment	-	-	2,200	0%	-	685
Advertising/printing	-	45	1,800	3%	-	234
Telephone	1,372	7,645	17,800	43%	1,298	8,911
Postage	1,718	3,993	3,400	117%	-	464
Miscellaneous	1,926	11,338	24,400	46%	5,863	18,370
Professional services	20,873	144,030	256,000	56%	21,685	175,033
Repairs and equipment	-	721	15,400	5%	-	10,403
Vehicle expenses	5,285	42,296	61,600	69%	5,976	33,895
Insurance and bonds	1,008	6,047	12,400	49%	-	-
Supplies	4,634	25,557	45,000	57%	1,839	17,667
Contract labor/administrative wages	26,980	208,835	411,600	51%	25,409	217,465
Property maintenance	12,454	60,960	126,000	48%	9,073	86,711
Utilities	4,722	87,940	173,300	51%	13,774	92,351
Total direct general and administrative expenses	82,890	614,761	1,178,900	52%	85,563	674,598
EXCESS OF EXPENDITURES OVER REVENUES	\$(27,302)	\$(392,330)	\$(149,200)	263%	\$58,743	\$(133,475)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 2

CAPITAL PROJECTS FUND
SCHEDULE OF REVENUES AND EXPENDITURES
FOR THE MONTH AND YEAR TO DATE DECEMBER 31, 2019

	MONTH ENDED 12/31/2019	YEAR TO DATE 12/31/2019	ANNUAL BUDGET 2019-2020	% OF ANNUAL BUDGET
REVENUES				
Other revenues	\$ (517)	\$ 502	\$ 3,010	17%
GENERAL AND ADMINISTRATIVE EXPENSES				
Salaries - board	2,836	17,016	38,000	45%
Travel and meeting	-	-	200	0%
Medicare/disability	41	247	600	41%
PARS - ARS	106	638	1,400	46%
Legal	-	2,646	5,000	53%
Professional services	9,450	39,952	113,000	35%
Accounting	-	-	1,000	0%
Small equipments and supplies	-	46	-	0%
Vehicle expenses	-	3,288	7,000	47%
Property maintenance	6,074	158,915	334,000	48%
Furniture, equipment & fixtures	-	26,460	-	0%
Insurance and bonds	-	-	26,000	0%
Utilities	17	7,237	1,200	603%
Total general and administrative expenses	18,843	256,764	527,400	49%
EXCESS OF EXPENDITURES OVER				
REVENUES	\$ (19,360)	\$ (256,262)	\$ (524,390)	49%

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.4



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

MEMORANDUM

TO: Honorable Chairman and Board Members

FROM: Troy Helling, City Manager *TH*

STAFF: Yamini Pathak, Director of Finance *YP*

DATE: March 11, 2020

SUBJECT: **Presentation of the FY 2019-2020 Mid-Year Budget Report and Consideration to approve and adopt the CRIA FY 2019-2020 Mid-Year Budget Report and approve and adopt Resolution No. CRIA 2020-01, approving the FY 2019-2020 Mid-Year Budget Amendments**

BACKGROUND:

On June 12, 2019, the Civic Recreational Industrial Authority ("CRIA") adopted the FY 2019-2020 ("FY 20") Operating Budget. Throughout the fiscal year, unanticipated revenues and expenditures arise that potentially impact the approved budget, and therefore require budget amendments.

DISCUSSION:

On June 12, 2019, CRIA adopted a budget that included total revenues for CRIA Administration in the amount of \$3,010, \$527,400 of expenditures, and net transfers in the amount of \$527,400, which represents approximately a \$3,010 increase in fund balance for 2019-2020. The Expo-Center had adopted the \$2,541,900 revenue and \$2,692,400 for the expenditures. The shortfall of \$150,500 was subsidies by the city General fund.

The FY 20 Mid-Year Budget Update will discuss changes to revenue and expenditures through the halfway point of the year and provide an overview of the FY 20 Proposed Budget Amendments.

- **CRIA – Administration** – The proposed midyear budget reflects a \$200,000.00 increase for new security services and other overall expenses.

- **CRIA-EXPO Center-** The reduction in revenues of \$365,000.00 for CRIA-Expo Center, the majority of the decline is a decrease in parking fees as well as reduced bar sales, arena rentals, and concession sales.

FISCAL IMPACT

CRIA will be receiving an additional \$662,200 in transfers from the City's General Fund to cover expenses and a reduction in revenues for the Expo-Center.

RECOMMENDATION

Staff recommends that the Civic Recreational Industrial Authority receive and file the FY 19-20 Mid-Year Budget Report and adopt Resolution No. CRIA 2020-01, approving the Proposed FY 20 Mid-Year Budget Amendments.

Attachments:

1. Resolution CRIA 2020-01: Resolution Approving and Adopting FY 2019-2020 Proposed Mid-Year Budget Amendments
2. Exhibit A – FY 2019-20 Proposed CRIA Budget
3. Exhibit B – FY 2019-20 Proposed CRIA-Expo Center Capital Project List
4. Exhibit C – FY 2019-20 Proposed CRIA-Expo Center Transfer In/Out

RESOLUTION NO. CRIA 2020-01

**A RESOLUTION OF THE CIVIC-RECREATIONAL-INDUSTRIAL
AUTHORITY APPROVING AND ADOPTING THE FISCAL YEAR 2019-20
PROPOSED MID-YEAR BUDGET ADJUSTMENTS**

WHEREAS, on June 12, 2019, CRIA adopted its FY 2019-2020 ("FY 20") Budget;
and

WHEREAS, throughout a fiscal year, unanticipated revenues and expenditures may arise that could potentially impact the adopted budget and require budget amendments; and

WHEREAS, on June 12, 2019, the FY 20 Mid-Year Budget Report was presented to the CRIA Board, which provided an update on CRIA's fiscal performance through the mid-point of the fiscal year, from July 1, 2019, through December 31, 2019, comparing all revenues and expenditures to the same period in the prior fiscal year and against adopted budget levels; and

WHEREAS, the FY 20 Mid-Year Budget Report also presented an overview of the FY 20 Mid-Year Budget Amendments for the Board's consideration to approve and amend the FY 20 Adopted Budget.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY, DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. The CRIA Board received a presentation on the FY 2019-20 Mid-Year Budget Report and hereby receives and files same.

Section 3. The CRIA Board hereby approves the FY 20 Mid-Year Budget Amendments, attached hereto as Exhibit A, and incorporated herein by reference, subject to any necessary allocations by the City of Industry City Council.

Section 4. The CRIA Board hereby authorizes the Executive Director, or his designee, to make the appropriate changes and budget amendments in CRIA's Financial System.

Section 5. The Secretary shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

Section 6. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 7. This Resolution shall be effective immediately.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Civic Recreational-Industrial Authority, at a regular meeting held on March 11, 2020, by the following vote:

AYES:	BOARD MEMBERS:
NOES:	BOARD MEMBERS
ABSTAIN:	BOARD MEMBERS
ABSENT:	BOARD MEMBERS

Larry Hartmann, Chairman

ATTEST:

Julie Gutierrez-Robles, Secretary

CIVIC RECREATIONAL INDUSTRIAL AUTHORITY ("CRIA")
MID-YEAR BUDGET UPDATE
REVENUE/EXPENSES SUMMARY
FISCAL YEAR 2019-2020

Exhibit A

FUND	CATEGORY	DESCRIPTION	ADOPTED BUDGET FY 19-20	MID-YEAR BUDGET AMENDMENT FY 19-20	PROPOSED AMENDED BUDGET FY 19-20
360	EXPENDITURE				
	CRIA - Administration	Detail			
		Landscape Maintenance	263,000.00	32,000.00	295,000.00
		Utility - Water	200.00	21,000.00	21,200.00
		Security Services	-	200,000.00	200,000.00
		Property Maintenance	71,000.00	16,000.00	87,000.00
		TOTAL	<u>334,200.00</u>	<u>269,000.00</u>	<u>603,200.00</u>
	TOTAL CRIA	Administration Expenses	<u>527,400.00</u>	<u>269,000.00</u>	<u>603,200.00</u>
361	REVENUE				
	EXPO CENTER - GRAND ARENA	Detail			
		Bar Sales	568,300.00	(139,000.00)	429,300.00
		Arena Rentals	232,600.00	(74,000.00)	158,600.00
		Parking Fees	194,500.00	(72,000.00)	122,500.00
		Concession Sales	159,200.00	(80,000.00)	79,200.00
			<u>1,154,600.00</u>	<u>(365,000.00)</u>	<u>789,600.00</u>
	TOTAL EXPO CENTER	REVENUE	<u>2,541,900.00</u>	<u>(365,000.00)</u>	<u>2,176,900.00</u>
	EXPENDITURE				
	EXPO CENTER - BANQUET HALL	Detail			
		Contract Labor	254,900.00	7,100.00	262,000.00
			<u>254,900.00</u>	<u>7,100.00</u>	<u>262,000.00</u>
	EXPO CENTER GRAND ARENA				
		Concession Supplies	63,500.00	(35,000.00)	28,500.00
		Contract Labor - Concessions	95,800.00	(40,000.00)	55,800.00
		Contract Labor - Concessions	222,900.00	53,100.00	276,000.00
			<u>382,200.00</u>	<u>(21,900.00)</u>	<u>360,300.00</u>
	EXPO CENTER - GENERAL ACCOUNT				
		Contract Labor	108,700.00	43,000.00	151,700.00
			<u>108,700.00</u>	<u>43,000.00</u>	<u>151,700.00</u>
	TOTAL EXPO CENTER	EXPENDITURE	<u>2,692,400.00</u>	<u>28,200.00</u>	<u>2,720,600.00</u>
			<u>(150,500.00)</u>	<u>(393,200.00)</u>	<u>(543,700.00)</u>
		Transfer from City General Fund	677,900.00	662,200.00	1,146,900.00

**CITY OF INDUSTRY
MID-YEAR BUDGET UPDATE
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2019-2020**

Exhibit B

DESCRIPTION	ADOPTED BUDGET FY 19-20	MID-YEAR BUDGET AMENDMENT FY 19-20	PROPOSED AMENDED BUDGET FY 19-20
Grade Separation	4,775,000.00	(300,000.00)	4,475,000.00
Street Widening, Reconstruction, Resurfacing and Slurry Seal	20,630,000.00	(8,835,000.00)	11,795,000.00
Bridge Widening, Seismic Retrofit, and Preventative Maintenance	11,745,000.00	(450,000.00)	11,295,000.00
Traffic Signal and Traffic Related Improvements	6,050,000.00	(1,280,000.00)	4,770,000.00
Strom Drain & Stormwater Improvements	3,095,000.00	(1,165,000.00)	1,930,000.00
IPUC - Water Utility	2,070,000.00	(416,000.00)	1,654,000.00
IPUC - Electric Utility	5,237,000.00	(4,335,000.00)	902,000.00
Expo Center at Industry Hills	8,650,000.00	(6,397,800.00)	2,252,200.00
Industry Hills Golf & Convention Facilities	765,000.00	(95,000.00)	670,000.00
Open Spaces/Tonner Canyon & Tres Hermanos	1,105,000.00	(355,000.00)	750,000.00
Civic Center Facilities	1,430,000.00	(1,010,000.00)	420,000.00
Facilities Improvements	4,970,000.00	(5,282,800.00)	(312,800.00)
CAPITAL IMPROVEMENTS FUND-TOTAL EXPENDITURES	70,522,000.00	(29,921,600.00)	40,600,400.00

**CITY OF INDUSTRY
PROPOSED MID YEAR BUDGET
SCHEDULE OF TRANSFERS
FISCAL YEAR 2019-2020**

Exhibit C

			TRANSFERS IN		TRANSFERS OUT		MID YEAR BUDGET ADJUSTMENT
1)	CRIA - EXPO CENTER		150,500.00				(393,200.00)
		CRIA- CAPITAL PROJECTS			(150,500.00)		393,200.00
2)	CRIA- CAPITAL PROJECTS		677,900.00				662,200.00
		CITY GENERAL FUND			(677,900.00)		(711,800.00)
3)	CITY- IPHMA		319,240.00				49,600.00
		CITY GENERAL FUND			(319,240.00)		
4)	CITY- CAPITAL PROJECT FUND		1,400,000.00				
		CITY GENERAL FUND			(1,400,000.00)		
5)	CITY DEBT SERVICE		34,760,000.00		(7,578,000.00)		
		CITY GENERAL FUND	7,578,000.00		(34,760,000.00)		
6)	PUBLIC FACILITIES AUTHORITY		55,544,000.00				
		CITY DEBT SERVICE			(55,529,000.00)		
		CITY GENERAL FUND			(15,000.00)		
			100,429,640.00		(100,429,640.00)		-