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# **Civic-Recreational-Industrial Authority**



Regular Meeting Agenda  
June 8, 2022

9:00 a.m.

Chairman Eric Benavidez  
Vice Chairman Ronald Whittimore  
Board Member Sean Lee  
Board Member Bob Lindsey  
Board Member Ronald McPeak

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Location: City Council Chamber, 15651 Mayor Dave Way, City of Industry, California

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**Addressing the Authority:**

## **NOTICE OF TELEPHONIC MEETING:**

- **Pursuant to AB 361 (Government Code Section 54953(e)), this meeting will be held in person and telephonically. Members of the public can attend the hybrid meeting and offer public comments either in person or telephonically, by calling the following conference call number: 657-204-3264, then entering the following Conference ID: 966 120 339#. Pursuant to the Governor's Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Civic-Recreational-Industrial Authority meeting (including assisted listening devices), please contact the City Clerk's Office at (626) 333-2211 by 5:00 p.m. on Monday, June 6, 2022, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.**

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- **Agenda Items:** Members of the public may address the Civic-Recreational-Industrial 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.
  - **Public Comments (Non-Agenda Items Only):** Anyone wishing to address the Civic-Recreational-Industry 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.

## **Agendas and other writings:**

*In compliance with Government Code Section 54957.5(b), staff reports and other public records permissible for disclosure related to open session agenda items are available at City Hall, 15625 Mayor Dave Way, 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., Fridays 8:00 a.m. to 4:00 pm. City Hall doors are closed between 12:00 p.m. to 1:00 p.m. each day. 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. **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 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 June 8, 2022

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

- 5.2 Consideration of the Register of Demands submitted by CNC Equestrian Management Services for the Industry Hills Expo Center for April 2022

*RECOMMENDED ACTION: Receive and file.*

- 5.3 Consideration of the minutes of the June 14, 2017 special meeting

*RECOMMENDED ACTION: Approve as submitted.*

- 5.4 Consideration of Resolution No. CRIA 2022-08 – A RESOLUTION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY (“CRIA”) CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

*RECOMMENDED ACTION: Adopt Resolution No. CRIA 2022-08, continuing the authorization of remote teleconference meetings pursuant to AB 361.*

- 5.5 Consideration of Closeout Change Order No. 3 in the deductive amount of \$16,723.13 and Notice of Completion for Contract No. EXPO-2133, Expo Center Roads Rehabilitation

*RECOMMENDED ACTION: Approve the Deductive Change Order No. 3 in the amount of \$16,723.13, and authorize the Executive Director to execute the Notice of Completion.*

- 5.6 Consideration of Amendment No. 3 to the Professional Services Agreement with CliftonLarsonAllen, LLP, for Auditing Services, extending the term through June 30, 2023, and increasing compensation by \$7,040.00

*RECOMMENDED ACTION: Approve the Amendment.*

6. **BOARD MATTERS**

- 6.1 Presentation and discussion regarding the Civic-Recreational-Industrial Authority's Financial Report for March 31, 2022

*RECOMMENDED ACTION: Receive and file the report.*

- 6.2 Update on the Expo Center

*RECOMMENDED ACTION: Receive and file.*

7. **EXECUTIVE DIRECTOR COMMUNICATIONS**

8. **AB 1234 REPORTS**

9. **BOARD MEMBER COMMUNICATIONS**

10. Adjournment. Next regular meeting: Wednesday, July 13, 2022, at 9:00 a.m.

*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY*

ITEM NO. 5.1

**CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY**  
**AUTHORIZATION FOR PAYMENT OF BILLS**  
**Board Meeting June 8, 2022**

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
121	CRIA - CAPITAL IMPROVEMENT	332,435.12
360	INDUSTRY HILLS EXPO OPERATING ACCOUNT	92,974.39
TOTAL ALL FUNDS		425,409.51

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
WFCK	WELLS FARGO CHECKING	425,409.51

**APPROVED PER CITY MANAGER**

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**Civic-Recreational-Industrial Authority**  
**Board Meeting**  
**June 8, 2022**

Check	Date	Payee Name			Check Amount
<b>CRIA.WF.CHK - CRIA Wells Fargo Checking</b>					
11417	05/05/2022	PT EVENTS, INC.			\$13,902.85
	Invoice	Date	Description	Amount	
	8947	03/27/2022	TENT - EXPO CENTER - 50% DEPOSIT	\$13,902.85	
11418	05/11/2022	INDUSTRY PUBLIC UTILITIES			\$3,351.02
	Invoice	Date	Description	Amount	
	2022-00001925	05/01/2022	02/17-04/15/22 SVC - MAIN GUARD SHACK	\$121.17	
	2022-00001926	05/01/2022	02/17-04/15/22 SVC - GRAND ARENA - E SIDE OF PARKI	\$162.56	
	2022-00001927	05/01/2022	02/17-04/15/22 SVC - GRAND ARENA - S SIDE OF PARKI	\$58.89	
	2022-00001928	05/01/2022	02/17-04/15/22 SVC - NEAR CAFE @ GRAND EXPO	\$113.27	
	2022-00001929	05/01/2022	02/17-04/15/22 SVC - PATIO CAFE	\$48.17	
	2022-00001930	05/01/2022	02/17-04/15/22 SVC - GRAND ARENA CAFE	\$233.00	
	2022-00001931	05/01/2022	02/17-04/15/22 SVC - SNACK BAR @ GRAND ARENA	\$174.28	
	2022-00001932	05/01/2022	02/17-04/15/22 SVC - BUILDING 4-E SIDE PLANTER ARE.	\$171.35	
	2022-00001933	05/01/2022	02/17-04/15/22 SVC - WATER TOWER @ PAVILION PARI	\$1,023.98	
	2022-00001934	05/01/2022	02/17-04/15/22 SVC - ARENA NEAR BUNKHOUSE	\$144.98	
	2022-00001935	05/01/2022	02/17-04/15/22 SVC - EXPO OFFICE	\$186.00	
	2022-00001936	05/01/2022	02/17-04/15/22 SVC - BARN D	\$159.63	
	2022-00001937	05/01/2022	02/17-04/15/22 SVC - DC @ BARN D	\$84.35	
	2022-00001938	05/01/2022	02/17-04/15/22 SVC - BARN E	\$144.98	
	2022-00001939	05/01/2022	02/17-04/15/22 SVC - DC @ BARN E	\$84.35	
	2022-00001940	05/01/2022	02/17-04/15/22 SVC - BATHROOM @ BARN E	\$156.70	
	2022-00001941	05/01/2022	02/17-04/15/22 SVC - HORSE TRAINING AREA BEHIND B	\$144.98	
	2022-00001942	05/01/2022	02/17-04/15/22 SVC - 1ST GUARD SHACK	\$54.03	
	2022-00001943	05/01/2022	02/17-04/15/22 SVC - S SIDE OF BLDG BEHIND GATED A	\$84.35	
11419	05/17/2022	CORONA CLAY COMPANY			\$10,590.15

**Civic-Recreational-Industrial Authority**  
**Board Meeting**  
**June 8, 2022**

Check	Date		Payee Name	Check Amount
<b>CRIA.WF.CHK - CRIA Wells Fargo Checking</b>				
	Invoice	Date	Description	Amount
	13565	05/12/2022	LAY CONCRETE @ GRAND ARENA - EXPO CENTER	\$10,590.15
<b>11420</b>	06/08/2022		<b>BENJAMIN A ROMERO II</b>	<b>\$7,071.66</b>
	Invoice	Date	Description	Amount
	15625031	05/09/2022	REMOVE TEMP REPAIRS & INSTALL NEW FLOORING -	\$5,633.24
	15625029	05/09/2022	DIGGING FOR ACCESS TO SEWER LINES	\$380.00
	15625024	05/07/2022	TEMP REPAIRS TO FLOORS - GAZEBO @ EXPO AVALC	\$1,058.42
<b>11421</b>	06/08/2022		<b>C.S. LEGACY CONSTRUCTION, INC.</b>	<b>\$61,872.32</b>
	Invoice	Date	Description	Amount
	#3-EXPO-2132	06/01/2022	GAZEBO AT EXPO CENTER PAVILION BUILDING - EXPC	\$65,128.77
<b>11422</b>	06/08/2022		<b>CITY OF INDUSTRY</b>	<b>\$326.44</b>
	Invoice	Date	Description	Amount
	2022-00000059	04/30/2022	APR 2022 FUEL COSTS	\$326.44
<b>11423</b>	06/08/2022		<b>CLIFTONLARSONALLEN LLP</b>	<b>\$290.00</b>
	Invoice	Date	Description	Amount
	3276008	05/04/2022	CRIA - AUDIT FINANCIALS FY 20/21	\$290.00
<b>11424</b>	06/08/2022		<b>CNC ENGINEERING</b>	<b>\$84,485.00</b>
	Invoice	Date	Description	Amount
	505403	05/26/2022	AVALON ROOM IMPROVEMENTS	\$17,192.50
	505404	05/26/2022	NEW BANQUET FACILITY AT THE EXPO CENTER	\$205.00
	505405	05/26/2022	EXPO CENTER ALARM SYSTEM UPGRADES	\$3,362.50
	505406	05/26/2022	EXPO CENTER ROADS REHABILITATION	\$2,690.00

**Civic-Recreational-Industrial Authority**  
**Board Meeting**  
**June 8, 2022**

Check	Date		Payee Name	Check Amount
<b>CRIA.WF.CHK - CRIA Wells Fargo Checking</b>				
505407	05/26/2022		GAZEBO AT EXPO CENTER PAVILION BUILDING	\$44,922.50
505408	05/26/2022		EXPO CENTER IT INFRASTRUCTURE UPGRADES	\$1,180.00
505409	05/26/2022		MISC SITE & DRAINAGE IMPROVEMENT AT AVALON BL	\$6,885.00
505410	05/26/2022		MISC SITE & DRAINAGE IMPROVEMENT AT AVALON BL	\$3,622.50
505411	05/26/2022		EXPO CENTER - STANDARDS OF FACILITIES MAINTEN	\$4,425.00
<b>11425</b>	06/08/2022		<b>CRIA-PAYROLL ACCOUNT</b>	<b>\$3,500.00</b>
Invoice	Date	Description	Amount	
MAY-22	05/06/2022	REPLENISH PAYROLL ACCOUNT FOR MAY 2022	\$3,500.00	
<b>11426</b>	06/08/2022		<b>ELEVATE PUBLIC AFFAIRS, LLC</b>	<b>\$5,000.00</b>
Invoice	Date	Description	Amount	
2686	05/04/2022	PROFESSIONAL SVC - APR 2022	\$5,000.00	
<b>11427</b>	06/08/2022		<b>FEHR &amp; PEERS</b>	<b>\$1,122.50</b>
Invoice	Date	Description	Amount	
154103B	04/12/2022	VMT ASSESSMENT - EXPO CENTER BANQUET FACILIT	\$1,122.50	
<b>11428</b>	06/08/2022		<b>IDS GROUP, INC.</b>	<b>\$6,638.45</b>
Invoice	Date	Description	Amount	
20X047.00-9	04/26/2022	FIRE ALARM SYSTEM DESIGN - EXPO CENTER	\$3,108.35	
19X002.30	04/28/2022	EXPO CENTER ELECTRICAL LOADING MASTER PLAN	\$2,352.00	
19X002.14-1	04/30/2022	ARCHITECT SVC - AVALON ROOM	\$1,178.10	
<b>11429</b>	06/08/2022		<b>IRRI-CARE PLUMBING &amp; BACKFLOW T</b>	<b>\$166.25</b>
Invoice	Date	Description	Amount	
13450	05/17/2022	BACKFLOW TESTING - EXPO CENTER GRAND ARENA I	\$166.25	



**Civic-Recreational-Industrial Authority**  
**Board Meeting**  
**June 8, 2022**

Check	Date			Payee Name	Check Amount
<b>CRIA.WF.CHK - CRIA Wells Fargo Checking</b>					
11430	06/08/2022			<b>KAZONI CONSTRUCTION</b>	\$165,048.91
	Invoice	Date	Description	Amount	
	#3-EXPO-2127R	06/01/2022	EXPO CENTER AVALON ROOM IMPRVMENTS - EXPO-212	\$173,735.70	
11431	06/08/2022			<b>KLINE'S PLUMBING, INC.</b>	\$550.00
	Invoice	Date	Description	Amount	
	12329	05/14/2022	ADDITIONAL SEWER LINE CAMERA WORK & MAPPING	\$550.00	
11432	06/08/2022			<b>LEIGHTON CONSULTING INC</b>	\$3,544.54
	Invoice	Date	Description	Amount	
	50604	05/12/2022	GEOTECHNICAL SVC - EXPO-2132	\$3,544.54	
11433	06/08/2022			<b>MX GRAPHICS, INC.</b>	\$245.55
	Invoice	Date	Description	Amount	
	25714	05/09/2022	BLUEPRINT SVC - EXPO-2127R	\$245.55	
11434	06/08/2022			<b>PACIFIC UTILITY INSTALLATION</b>	\$49,964.60
	Invoice	Date	Description	Amount	
	25818	04/30/2022	ELECTRICAL DISTRIBUTION & STREETLIGHT SYSTEM	\$33,666.60	
	25819	04/30/2022	ELECTRICAL DISTRIBUTION & STREETLIGHT SYSTEM	\$16,298.00	
11435	06/08/2022			<b>PRESTIGE WINDOW SOLUTIONS</b>	\$1,907.11
	Invoice	Date	Description	Amount	
	21782	04/21/2022	REMOVE & REPLACE TINT ON 10 WINDOWS - EXPO CE	\$1,907.11	
11436	06/08/2022			<b>THE BIG NORWEGIAN</b>	\$2,801.16

**Civic-Recreational-Industrial Authority  
Board Meeting  
June 8, 2022**

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

Invoice	Date	Description	Amount
56797	03/24/2022	REPAIR 2005 ISUZU FTR TANK	\$2,801.16

11437	06/08/2022	VORTEX INDUSTRIES, INC.	\$3,031.00
Invoice	Date	Description	Amount
04-1584787	04/15/2022	REPAIR SWING GATE - 16000 TEMPLE AVE	\$1,160.00
04-1569618	04/30/2022	REPAIRS FOR SWING GATES @ EXPO CENTER	\$790.00
04-1573612	02/23/2022	REPAIRS FOR SWING GATES @ EXPO CENTER	\$1,081.00

Checks	Status	Count	Transaction Amount
	Total	21	\$425,409.51

*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY*

ITEM NO. 5.2

Industry Hills Expo Center

Check Detail

April 2022

Industry Hills Expo Center - Check Register

APRIL

DATE	CHECK #	PAYEE	AMOUNT	DETAILS
04/04/2022	16937	ALL VALLEY HONEY & BEE	175.00	BEE REMOVAL
04/04/2022	16938	ANHEUSER BUSCH SALES OF AMERICA	880.00	ALCOHOL INVENTORY
04/04/2022	16939	BEEGREEN	275.00	BEE REMOVAL
04/04/2022	16940	CINTAS	945.29	MATS, MOPS AND UNIFORMS
04/04/2022	16941	CNC EQUESTRIAN MANAGEMENT	75,882.52	CONTRACT LABOR APRIL. 2022/MAINT. CREW MARCH 2022
04/04/2022	16942	FRONTIER COMMUNICATIONS	170.98	INTERNET EXPENSE
04/04/2022	16943	HOME DEPOT	2,799.49	PROPERTY MAINT. EXP.
04/04/2022	16944	JAM GOLF CARS	1,114.88	VEHICLE MAINT. EXP.
04/04/2022	16945	JANUS PEST MANAGEMENT, INC.	90.00	PEST CONTROL
04/04/2022	16946	OFFICE DEPOT	684.18	OFFICE SUPPLIES EXP.
04/04/2022	16947	PITNEY BOWES-PURCHASE POWER	67.62	POSTAGE
04/04/2022	16948	ROGERS,CLEM & CO.	2,200.00	ACCTNG SERVICES MARCH 2022
04/04/2022	16949	SATSUMA LANDSCAPE	8,674.00	PROPERTY MAINT. EXP.
04/04/2022	16950	SOUTHERN CALIFORNIA EDISON	2,957.42	UTILITIES EXP.
04/04/2022	16951	SPARKLETTS	39.93	SUPPLES EXP.
04/04/2022	16952	SYSCO	2,421.02	ALCOHOL INVENTORY
04/14/2022	16953	AR-110522 MARIA GUZMAN	800.00	SECURITY DEPOSIT REFUND
04/14/2022	16954	AR-102222 JILLIAN DE LA CRUZ	650.00	SECURITY DEPOSIT REFUND
04/14/2022	16955	ALARMCO	870.00	FIRE ALARM SYSTEM - MONITORING
04/14/2022	16956	ANHEUSER BUSCH SALES OF AMERICA	555.00	ALCOHOL INVENTORY
04/14/2022	16957	DMV RENEWAL	54.00	REGISTRATION FEE
04/14/2022	16958	FED EX	74.70	POSTAGE
04/14/2022	16959	HARBOR DISTRIBUTING,LLC	3,957.50	ALCOHOL INVENTORY
04/14/2022	16960	JANUS PEST MANAGEMENT, INC.	1,169.00	PEST CONTROL
04/14/2022	16961	RANCHO JANITORIAL SUPPLIES	1,125.05	CLEANING SUPPLIES EXP.
04/14/2022	16962	VOID CHECK	0.00	PRINTER FEED ERROR
04/14/2022	16963	SO CAL GAS	174.62	UTILITIES EXP.
04/14/2022	16964	SOUTHERN GLAZER'S OF CA SOUTH	1,609.40	ALCOHOL INVENTORY
04/14/2022	16965	VALLEY VISTA SERVICES, INC.	6,710.20	ROLL OFF AND DUMP FEES
04/14/2022	16966	REPUBLIC NATIONAL DISTRIBUTING COMPANY	275.44	ALCOHOL INVENTORY
04/20/2022	16967	VOID CHECK	0.00	PRINTER FEED ERROR
04/21/2022	16968	ANHEUSER BUSCH SALES OF AMERICA	840.00	ALCOHOL INVENTORY
04/21/2022	16969	AT&T	499.16	TELEPHONE EXP.
04/21/2022	16970	VOID CHECK	0.00	PRINTER FEED ERROR
04/21/2022	16971	CNC EQUESTRIAN MANAGEMENT	1,595.11	AMEX
04/21/2022	16972	CINTAS	1,129.98	MATS, MOPS AND UNIFORMS
04/21/2022	16973	FOOTHILL VACUUM & JANITORIAL	337.06	CLEANING SUPPLIES EXP.
04/21/2022	16974	FRONTIER COMMUNICATIONS	494.29	TELEPHONE EXP.
04/21/2022	16975	HARBOR DISTRIBUTING,LLC	3,865.00	ALCOHOL INVENTORY
04/21/2022	16976	JAM GOLF CARS	280.00	VEHICLE MAINT. EXP.

Industry Hills Expo Center  
Check Detail

April 2022

Industry Hills Expo Center - Check Register

APRIL

DATE	CHECK #	PAYEE	AMOUNT	DETAILS
04/21/2022	16977	JANUS PEST MANAGEMENT, INC.	659.00	PEST CONTROL
04/21/2022	16978	OFFICE DEPOT	92.03	OFFICE SUPPLIES EXP.
04/21/2022	16979	OS4 LABOR	751.11	PAYROLL W/E 04/10/22
04/21/2022	16980	REPUBLIC NATIONAL DISTRIBUTING COMPANY	483.38	ALCOHOL INVENTORY
04/21/2022	16981	XEROX FINANCIAL SERVICES	749.88	XEROX LEASE
04/27/2022	16982	MA-033022 UNIVERSAL TELEVISION LLC	4,000.00	SECURITY DEPOSIT REFUND
04/28/2022	16983	CED-INDUSTRY	47.30	SUPPLES EXP.
04/28/2022	16984	CNC EQUESTRIAN MANAGEMENT	47,092.98	CONTRACT LABOR MAY 2022
04/28/2022	16985	EZEE MANUFACTURING CO., INC.	550.00	SUPPLES EXP.
04/28/2022	16986	HARBOR DISTRIBUTING, LLC	2,544.35	ALCOHOL INVENTORY
04/28/2022	16987	HOME DEPOT	3,310.04	PROPERTY MAINT. EXP.
04/28/2022	16988	KLINE'S PLUMBING	880.00	PROPERTY MAINT. EXP.
04/28/2022	16989	PITNEY BOWES	99.88	POSTAGE
04/28/2022	16990	ROGERS, CLEM & CO.	2,200.00	ACCTNG SERVICES MAY 2022
04/28/2022	16991	SOUTHERN GLAZER'S OF CA SOUTH	3,505.16	ALCOHOL INVENTORY
04/28/2022	16992	SPARKLETTS	803.89	SUPPLES EXP.
04/28/2022	16993	SUPREMA CO.	975.00	ALCOHOL INVENTORY
04/28/2022	16994	SYSCO	1,099.70	BAR SUPPLIES
04/28/2022	16995	TBS CLEANING SERVICE	2,815.00	APRIL 2022 CLEANING EXP.
04/28/2022	16996	VALLEY VISTA SERVICES, INC.	3,834.06	ROLL OFF AND DUMP FEES
04/28/2022	16997	PCR CASH	1,151.81	PETTY CASH

**\*INDICATES CANCELLATION DUE TO COVID-19 OUTBREAK**

<b>TOTAL</b>	<b>204,087.41</b>
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*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY*

ITEM NO. 5.3

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CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY  
SPECIAL MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
JUNE 14, 2017  
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The Special Meeting of the Civic-Recreational-Industrial Authority of the City of Industry, California, was called to order by Chairman Howard Lim 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 Howard Lim.

**ROLL CALL**

PRESENT: Howard Lim, Chairman  
David Carmany, Board Member  
Larry Hartmann, Board Member  
Danny Molina, Board Member

ABSENT: Catherine Marcucci, Board Member

STAFF PRESENT: Paul J. Philips, Executive Director; James M. Casso, General Counsel; Diane M. Schlichting, Assistant Secretary, and Cory Moss, Expo Center Co-Manager.

**PUBLIC COMMENTS**

There were no public comments.

**EXPO CENTER MATTERS**

**5.1 PRESENTATION AND UPDATE REGARDING THE EXPO CENTER**

*RECOMMENDED ACTION:* *Receive and file.*

Expo Center Co-Manager Moss informed the Board Members of the activities occurring at the Expo Center and was available to answer any questions.

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER HARTMANN TO RECEIVE AND FILE. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

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CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY  
SPECIAL MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
JUNE 14, 2017  
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AYES: BOARD MEMBERS: CARMANY, HARTMANN, MOLINA, C/LIM  
NOES: BOARD MEMBERS: NONE  
ABSENT: BOARD MEMBERS: MARCUCCI  
ABSTAIN: BOARD MEMBERS: NONE

**5.2 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE  
INDUSTRY HILLS EXPO CENTER FOR MAY 2017**

*RECOMMENDED ACTION: Receive and file.*

MOTION BY BOARD MEMBER HARTMANN, AND SECOND BY BOARD MEMBER  
MOLINA TO RECEIVE AND FILE. MOTION CARRIED 4-0, BY THE FOLLOWING  
VOTE:

AYES: BOARD MEMBERS: CARMANY, HARTMANN, MOLINA, C/LIM  
NOES: BOARD MEMBERS: NONE  
ABSENT: BOARD MEMBERS: MARCUCCI  
ABSTAIN: BOARD MEMBERS: NONE

**BOARD MATTERS**

**6.1 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE  
FINANCE DEPARTMENT FOR JUNE 7, 2017**

*RECOMMENDED ACTION: Ratify the Register of Demands for June  
7, 2017.*

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER  
HARTMANN TO RATIFY THE REGISTER OF DEMANDS FOR JUNE 7, 2017.  
MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

AYES: BOARD MEMBERS: CARMANY, HARTMANN, MOLINA, C/LIM  
NOES: BOARD MEMBERS: NONE  
ABSENT: BOARD MEMBERS: MARCUCCI  
ABSTAIN: BOARD MEMBERS: NONE



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CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY  
SPECIAL MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
JUNE 14, 2017  
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**6.2 CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH ROGERS, CLEM & COMPANY TO PROVIDE ACCOUNTING AND CONSULTING SERVICES**

*RECOMMENDED ACTION:* *Direct the Executive Director to enter into the Agreement, subject to approval as to form by the Authority's General Counsel.*

MOTION BY BOARD MEMBER MOLINA, AND SECOND BY BOARD MEMBER HARTMANN TO DIRECT THE EXECUTIVE DIRECTOR TO ENTER INTO THE AGREEMENT, SUBJECT TO APPROVAL AS TO FORM BY THE AUTHORITY'S GENERAL COUNSEL. MOTION CARRIED 3-1, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, MOLINA
NOES:	BOARD MEMBERS:	C/LIM
ABSENT:	BOARD MEMBERS:	MARCUCCI
ABSTAIN:	BOARD MEMBERS:	NONE

**6.3 CONSIDERATION OF AN AMENDMENT TO THE AGREEMENT FOR EXPO CENTER MANAGEMENT BETWEEN CRIA AND CNC EQUESTRIAN MANAGEMENT SERVICES, INC., TO INCREASE THE BILLING RATES AND THE MANAGEMENT FEES**

*RECOMMENDED ACTION:* *Direct the Executive Director to enter into the Agreement, subject to approval as to form by the Authority's General Counsel.*

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER HARTMANN TO DIRECT THE EXECUTIVE DIRECTOR TO ENTER INTO THE AMENDMENT, SUBJECT TO APPROVAL AS TO FORM BY THE AUTHORITY'S GENERAL COUNSEL. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, MOLINA, C/LIM
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	MARCUCCI
ABSTAIN:	BOARD MEMBERS:	NONE

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CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY  
SPECIAL MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
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**6.4 PRESENTATION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY'S  
FY 2017-18 PROPOSED OPERATING BUDGET**

**CONSIDERATION OF RESOLUTION NO. CRIA 2017-01 – A RESOLUTION OF THE  
CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY (“CRIA”) OF THE CITY OF  
INDUSTRY, CALIFORNIA, APPROVING AND ADOPTING THE FISCAL YEAR 2017-  
18 PROPOSED CRIA BUDGET**

*RECOMMENDED ACTION:* *Adopt Resolution No. CRIA 2017-01.*

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER  
HARTMANN TO ADOPT RESOLUTION NO. CRIA 2017-01. MOTION CARRIED 4-0,  
BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, MOLINA, C/LIM
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	MARCUCCI
ABSTAIN:	BOARD MEMBERS:	NONE

**6.5 PRESENTATION AND DISCUSSION REGARDING THE CIVIC-RECREATIONAL-  
INDUSTRIAL AUTHORITY'S FINANCIAL REPORT FOR APRIL 30, 2017**

*RECOMMENDED ACTION:* *Receive and file the report.*

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER  
HARTMANN TO RECEIVE AND FILE THE REPORT. MOTION CARRIED 4-0, BY  
THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CARMANY, HARTMANN, MOLINA, C/LIM
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	MARCUCCI
ABSTAIN:	BOARD MEMBERS:	NONE

**ADJOURNMENT**

There being no further business, the Civic-Recreational-Industrial Authority adjourned at  
9:12 a.m.

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CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY  
SPECIAL MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
JUNE 14, 2017  
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Howard Lim, Chairman

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Diane M. Schlichting  
Assistant Secretary

*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY*

ITEM NO. 5.4

## RESOLUTION NO. CRIA 2022-08

### A RESOLUTION OF THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

#### RECITALS

**WHEREAS**, the Civic-Recreational-Industrial Authority (“CRIA”) is committed to preserving and encouraging public access and participation in its meetings; and

**WHEREAS**, all meetings of CRIA are open and public, as required by the Ralph M. Brown Act (Gov. Code §§54950 – 54963) (“Brown Act”), so that any member of the public may attend, participate, and observe CRIA conduct its business; and

**WHEREAS**, in March 2020 as a response to the ongoing COVID-19 pandemic, Governor Newsom issued Executive Orders N-25-20 and N-29-20. These orders suspended certain elements of the Brown Act and specifically allowed for legislative bodies as defined by the Brown Act to hold their meetings entirely electronically with no physical meeting place. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which provided that the provisions in Executive Order N-29-20 suspending certain elements of the Brown Act would continue to apply through September 30, 2021; and

**WHEREAS**, on September 16, 2021 Governor Newsom signed AB 361, which added subsection (e) to Government Code §54953 of the Brown Act, and makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code §54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, one of the conditions required is that a state of emergency has been declared by the Governor pursuant to Government Code §8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code §8558; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, in March 2020, in response to the spread of COVID-19 in the State of California, the Governor Proclaimed a State of Emergency pursuant to Government Code §8625, and issued a number of executive orders aimed at containing the COVID-19 virus, and the County of Los Angeles through various Orders of the Los Angeles County Health Officer, continues to impose or recommend measures to promote social distancing; and

**WHEREAS**, Los Angeles County officials have recommended measures to promote social distancing, and strongly recommend masks for all regardless of vaccination status in an effort to slow the transmission of COVID-19 throughout the State and Los Angeles County; and

**WHEREAS**, CRIA is concerned about the health and safety of all individuals of the public who attend public meetings; and

**WHEREAS**, as a consequence of the continued state of emergency, the CRIA Board adopted Resolution No. CRIA 2021-05 on October 13, 2021, Resolution No. CRIA 2021-06 on November 10, 2021, Resolution No. CRIA 2021-07 on December 10, 2021, Resolution No. CRIA 2022-01 on January 9, 2022, Resolution No. CRIA 2022-02 on February 8, 2022, Resolution No. CRIA 2022-04 on March 10, 2022, Resolution No. CRIA 2022-05 on April 9, 2022, and Resolution No. CRIA 2022-06 on May 9, 2022, finding and determining that the CRIA Board would continue to conduct its meetings without compliance with Government Code §54953(b)(3), as authorized by Government Code §54953(e), and that CRIA would continue to comply with the requirements to provide the public with access to all public meetings as prescribed in §54953(e)(2); and

**WHEREAS**, pursuant to the provisions of AB 361, the CRIA Board hereby finds and determines that the findings set forth in Resolution No. CRIA 2022-06 remain, and that it is thereby necessary to continue to conduct its meetings without compliance with Government Code §54953(b)(3), as authorized by Government Code §54953(e).

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

**SECTION 1:** The Board finds that all of the facts set forth in the Recitals are true and correct and are incorporated herein by reference.

**SECTION 2:** The Board hereby considers the existing conditions of the state of emergency, local officials in Los Angeles County have recommended or imposed measures to promote social distancing in connection with COVID-19. Based on these facts, findings, and determinations, the Board authorizes Staff to conduct remote teleconference meetings of the Board, under the provisions of Government Code §54953(e).

**SECTION 3:** The Executive Director is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution and AB 361, including continuing to conduct open and public meetings in accordance with the Brown Act.

**SECTION 4:** This Resolution shall take effect June 8, 2022, and shall be effective until July 8, 2022, or such time as the Board adopts a subsequent resolution in

accordance with Government Code §54953(e)(3) to extend the time during which the Board may continue to meet by teleconference.

**PASSED, APPROVED AND ADOPTED** by the Civic-Recreational-Industrial Authority at a regular meeting held on June 8, 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

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Eric Benavidez, Chairman

**ATTEST:**

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Julie Gutierrez-Robles, Secretary

*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY*

ITEM NO. 5.5





# CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

## MEMORANDUM

**TO:** Honorable Chairman Benavidez and Members of the Board

**FROM:** Joshua Nelson, Executive Director *JN*

**STAFF:** Mathew Hudson, Engineering Manager *MH*  
Chris Lum, Construction Manager, CNC Engineering

**DATE:** June 8, 2022

**SUBJECT:** Consideration of Closeout Change Order No. 3 in the deductive amount of \$16,723.13, and Notice of Completion for Contract No. EXPO-2133, Expo Center Roads Rehabilitation

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### **Background:**

On October 13, 2021, the Civic-Recreational-Industrial Authority awarded Contract No. EXPO-2133, Expo Center Roads Rehabilitation, in the amount of \$662,000.00. This project consisted of applying a type II slurry seal, 2-inch cold milling, asphalt concrete resurfacing, adjustment of utility covers to grade, and pavement markers, markings, and traffic striping.

### **Discussion:**

On February 16, 2022, the Executive Director approved Change Order No. 1 in an amount totaling \$10,330.00.

- **Change Order No. 1** – Costs in the amount of \$10,330.00 were approved to install loop detectors at the San Jose and West Expo entrance of the project.

On April 18, 2022, the Executive Director approved Change Order No. 2 in an amount totaling \$28,276.70.

- **Change Order No. 2** – Costs in the amount of \$28,276.70 were approved to install additional signing and striping within the Expo Center property.
- **Change Order No. 3** - Final quantities have been completed and the underruns and overruns are as follows:

**Underruns** – (represented in parentheses)

Bid Item No. 4 – AC Pavement, \$78.00/TON x 151.38/TON = (\$11,807.64)

Bid Item No. 5 – Aggregate Slurry Seal, \$420.00/ELT x 1/ELT = (\$420.00)

Bid Item No. 7 – Adjust Existing Water Valve Cover to Grade, \$262.00/EA x 3/EA = (\$786.00)

Bid Item No. 8 – Adjust Existing Electrical Cover to Grade, \$156.00/EA x 5/EA = (\$780.00)

Bid Item No. 9 – Adjust Existing Storm Drain Grate Inlet to Grade, \$2,625.00/EA x 3/EA = (\$7,875.00)

Bid Item No. 18 – Asphalt Pavement Dig Out Repairs, \$75,000.00/1 x .036/1 = (\$2,700.00)

Total Amount of Underruns is (\$24,368.64)

**Overruns** –

Bid Item No. 3 – Cold Mill 2" AC Pavement, \$2.50/SY x 3,058.204/SY = \$7,645.51

Total Amount of Overruns is \$7,645.51

Total Deductive Cost for Change Order No. 3 is (\$24,368.64) - \$7,645.51 = (\$16,723.13)

As of May 17, 2022, Staff has determined that all work has been completed.

Table 1 - Summary of Costs

Contract Amount	\$662,000.00
Change Order No. 1	\$10,330.00
Change Order No. 2	\$28,276.70
Change Order No. 3	(\$16,723.13)
<b>Revised Project Cost</b>	<b>\$ 683,883.57</b>

**Fiscal Impact:**

The revised contract amount including Change Order Nos. 1 through 3 totals \$683,883.57. In the adopted Fiscal Year 2021/2022 Capital Improvement Project budget, \$825,000.00 was approved for this project (MP 01-34 #36) (Account No. 121-713-5205). No appropriations are required.

**Recommendations:**

- 1) Approve and execute Deductive Change Order No. 3 in the amount of \$16,723.13; and
- 2) Accept the Work performed by Hardy and Harper Inc. in the amount of \$683,883.57; and
- 3) Authorize the Executive Director or his designee to execute the Notice of Completion attached here as Exhibit B; and
- 4) Authorize the City Clerk to file a Notice of Completion for this project.

**Exhibits:**

- A. Deductive Change Order No. 3 dated June 8, 2022
  - B. Notice of Completion, dated June 8, 2022
- 

JN/MH/CL:as

**EXHIBIT A**

Deductive Change Order No. 3 dated June 8, 2022

[Attached]

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY/CITY OF INDUSTRY

15651 Mayor Dave Way  
City of Industry, CA 91744  
(626)333-2211

CHANGE ORDER

Change Order No. 3

Project Expo Center Roads Rehabilitation Contract No. EXPO-2133 Date 6/8/2022

Type Road Rehabilitation Contractor Hardy & Harper, Inc.

Location Industry Hills Expo Center

Explanation:

Underruns & Overruns.

Extra Work by: X Contract Items Negotiated T & M

The contractor is hereby directed to perform all labor and to provide all materials necessary to carry out the work described below:

ITEM NO.	ITEM	QUANTITY	UNIT PRICE	TOTALS (\$)	
				+	-
1	Underruns	1	\$ (24,368.64)		\$ (24,368.64)
1	Overruns	1	\$ 7,645.51	\$7,645.51	
<b>TOTAL COST</b>				<b>\$</b>	<b>(16,723.13)</b>

T & M SUMMARY

*Labor Cost		Total Labor per Day	
*Equipment Cost (See attached breakdown)		Total Equipment per Day	
*Material Cost		Sub-Total	\$ -
(*Attach breakdown of labor, equipment and materials)			
<b>CHANGE ORDER SUMMARY</b>		% of Contract Amount	
Original Contract Amount	\$ 662,000.00		
Total Previous Change Orders	\$ 38,606.70	5.83%	
Total Change Orders	\$ 21,883.57	3.31%	
		Other Additive (Profit & Bond Fee)	
		Total T & M	\$ -
		Pay This CHANGE ORDER	(\$16,723.13) -2.53%

Additional Contract Days 0

I hereby certify that the quantities shown and/or amounts shown for equipment, material and labor costs (if any) are correct to the best of my knowledge and the total cost shown above shall be considered final payment for the work specified by this change order. The total cost includes compensation for any delay in the preparation of this change order and the time to complete the specified work.

Megan Manlove 5/18/22  
Contractor Representative Date  
Mathew Hudson 5/23/22  
Engineering Manager Date

Joshua Nelson 5/23/22  
Executive Director Date  
Chris Lum 5-19-22  
Construction Manager Date

**EXHIBIT B**

Notice of Completion, dated June 8, 2022

[Attached]



# CITY OF INDUSTRY

- Civic-Recreational-Industrial Authority
  - Industry Public Utilities Commission
  - Successor Agency to the Industry Urban-Development Agency
- 15625 Mayor Dave Way, City of Industry, CA 91744

## Notification of Construction Completion

**Project:** Expo Center Roads Rehabilitation **Date:** June 8, 2022

**Contract No.:** EXPO-2133

### Contractor: Hardy & Harper, Inc.

As a result of an inspection conducted on 05/17/2022 the contractor's construction work has been completed in accordance with the contract documents, with the exception of the items noted below:

Acceptance of completed construction work shall not relieve the contractor from other requirements of the contract documents.

Accepted by Contractor	Megan Manlove Printed Name	Megan Manlove Signature	Project Manager Title	5/18/22 Date
Recommended by Project Engineer	Upendra Joshi Printed Name	Upendra Joshi Signature	Project Engineer Title	5/23/2022 Date
Recommended by Project Inspector	William Rojas Printed Name	W. Rojas Signature	Project Inspector Title	5.23.2022 Date
Recommended by Project Manager	Chris Lum Printed Name	[Signature] Signature	Construction Manager Title	5.23.22 Date
Recommend by Public Agency	Mathew Hudson Printed Name	Mathew Hudson Signature	Engineering Manager Title	5/23/22 Date
Approved by Public Agency	Joshua Nelson Printed Name	JN Signature	Executive Director Title	5/23/22 Date

*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY*

ITEM NO. 5.6





# CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

## MEMORANDUM

**TO:** Chairman Benavidez and Members of the Board

**FROM:** Joshua Nelson, Executive Director *JN*

**STAFF:** Bing Hyun, Assistant Executive Director *BH*

**DATE:** June 8, 2022

**SUBJECT:** Consideration of Amendment No. 3 to the Professional Services Agreement with CliftonLarsonAllen, LLP, for Auditing Services, extending the term through June 30, 2023, and increasing compensation by \$7,040.00

### Background:

On May 13, 2020, the CRIA approved a Professional Services Agreement (“Agreement”) with White Nelson Diehl Evans, LLP (“WNDE”) to provide auditing services, in the amount of \$5,830.00 through June 30, 2021. On December 9, 2020, Amendment No. 1 was approved to transfer the Agreement to CliftonLarsonAllen, LLP (“CLA”) and revise indemnity provisions to clarify the auditor’s role and responsibilities as independent contractors.

On June 9, 2021, Amendment No. 2 was approved to extend the term through June 30, 2022, provide two (2) one-year extension options, and increase the compensation amount by \$6,120.00. Additionally, the amendment updated indemnity provisions related to the auditor’s status as independent contractors to match the CRIA’s current standard language, and updated the notices section to reflect the current addresses for the General Counsel and CLA.

### Discussion:

CLA has two (2) one (1) year extensions on its Agreement, Amendment No. 3 will extend the term through June 30, 2023, with a companion increase in compensation of \$7,040.00. Amendment No. 3 will also update the notices section to reflect the current address for the CRIA Board and update the rate schedule.

Table 1 – Summary of Consultant Costs

	Contract Amount
Professional Services Agreement	\$5,830.00
Amendment No. 1	\$0.00
Amendment No. 2	\$6,120.00
Amendment No. 3 (proposed)	\$7,040.00
Total	\$18,990.00

**Fiscal Impact:**

No fiscal impact at this time. Costs for work to be performed through June 30, 2023 will be appropriated in Account Code No. 360-800-5120.01 as part of the FY 2022/23 adopted budget.

**Recommendation:**

- 1.) Staff recommends that the Board approve Amendment No. 3 to the Professional Services Agreement with CliftonLarsonAllen, LLP.

**Exhibit:**

- A. Amendment No. 3 to the Professional Services Agreement with CliftonLarsonAllen, LLP, dated June 8, 2022
- 

JN/BH:yp

**EXHIBIT A**

Amendment No. 3 to the Professional Services Agreement with CliftonLarsonAllen, LLP,  
dated June 8, 2022

[Attached]

**AMENDMENT NO. 3  
TO PROFESSIONAL SERVICES AGREEMENT WITH  
CLIFTONLARSONALLEN, LLP**

This Amendment No. 3 to the Professional Services Agreement (“Agreement”), is made and entered into this 8<sup>th</sup> day of June, 2022 (“Effective Date”), by and between the Civic Recreational Industrial Authority, a public body, corporate and politic (“CRIA”) and CliftonLarsonAllen, LLP, a California limited liability partnership (“Consultant”). The CRIA and Consultant are hereinafter collectively referred to as the “Parties”.

**RECITALS**

**WHEREAS**, on or about May 13, 2020, the Agreement was entered into and executed between the CRIA and White Nelson Diehl Evans, LLC (“WNDE”) to provide professional auditing services; and

**WHEREAS**, on or about December 9, 2020, Amendment No. 1 was approved to assign the Agreement to CliftonLarsonAllen, LLP (“CLA”) and revise the indemnity provisions to clarify the auditor’s role and responsibilities as an independent contractor; and

**WHEREAS**, on or about June 9, 2021, Amendment No. 2 was approved to amend the Agreement to extend the term to June 30, 2022, provide extension options, increase the compensation by \$6,120.00, update the rate schedule, amend the notices section to include the current addresses for General Counsel and Consultant, and update indemnity provisions; and

**WHEREAS**, the Parties desire to amend the Agreement to extend the term to June 30, 2023, with a companion increase in compensation of \$7,040.00, revise the rate schedule, and amend the notices section to include the current address for the Board, and

**WHEREAS**, for the reasons set forth herein, the CRIA and Consultant desire to enter into this Amendment No. 3, as set forth below.

**AMENDMENT**

**NOW, THEREFORE**, in consideration of the mutual covenants, promises and agreements set forth herein, it is agreed the aforesaid Agreement, and incorporated herein by reference, shall remain in full force and effect except as otherwise hereinafter provided:

**Section 1. TERM**

Section 1 is hereby amended to read in its entirety as follows:

This Agreement shall be effective as of November 1, 2020, and shall remain and continue in effect until tasks described herein are completed, but in no event later than June 30, 2023, unless sooner terminated pursuant to the provisions of this Agreement. Notwithstanding the foregoing, the CRIA may extend the Term of the Agreement for a one-year extension.

**Section 4. PAYMENT**

Section 4(a) is hereby amended to read in its entirety as follows:

(a) The CRIA agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B (“Rate Schedule”), attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed Eighteen Thousand Nine Hundred and Ninety Dollars and Zero Cents (\$18,990.00) for the total Term of the Agreement unless additional payment is approved as provided in this Agreement.

**Section 11. NOTICES**

The address for the CRIA Board is hereby revised to read in its entirety as follows:

To CRIA:                   CRIA Board  
                                  15625 Mayor Dave Way  
                                  City of Industry, CA 91744  
                                  Attention: Executive Director

**EXHIBIT B RATE SCHEDULE**

The Rate Schedule is hereby rescinded in its entirety and replaced with the information set forth in Attachment 1, attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF, the Parties here executed this Amendment No. 3 to the Agreement as of the Effective Date.

**“CRIA”**  
**Civic Industrial Recreational Authority**

**“CONSULTANT”**  
**CliftonLarsonAllen, LLP**

By: \_\_\_\_\_  
Joshua Nelson, Executive Director

By: \_\_\_\_\_  
Daphnie Munoz, Principal

**Attest:**

By: \_\_\_\_\_  
Julie Gutierrez-Robles, Secretary

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
James M. Casso, General Counsel

Attachment 1

EXHIBIT B

RATE SCHEDULE

<b>Description of Services</b>	<b>Estimated Hours</b>	<b>Cost</b>
Audited Financial Statements of the Civic Recreational-Industrial Authority, Report on Internal Controls Over Financial Reporting, and Auditors' Communication with the Board of Directors	48	\$7,040.00
<b>Total</b>	48	\$7,040.00

**AUDIT STAFF STANDARD HOURLY BILLING RATES**

	Hourly Rate
Partner	\$302.00
Manager	\$211.00
Supervisory Staff	\$145.00
Professional Staff	\$115.00
Clerical	\$85.00

*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY*

ITEM NO. 6.1





# CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

## MEMORANDUM

TO: Honorable Chairman and Board Members

STAFF: Yamini Pathak, Director of Finance  
Dean Yamagata, Financial Consultant – Frazer, LLP

DATE: June 8, 2022

SUBJECT: Civic-Recreational-Industrial Authority March 31, 2022 Financial Report

### **Executive Summary:**

Expo Center operations had previously been limited due to the pandemic, but is now in the process of reopening. Management has started to book and hold events with the goal to return operations to pre-pandemic levels.

#### Expo Center:

For the month ended March 31, 2022, the Expo Center generated revenues of \$12,484 and incurred expenses of \$118,869.

For the year to date ended March 31, 2022, the Expo Center generated revenues of \$100,754 and incurred expenses amounted to \$1,104,109, which represents approximately 75.0% of the budgeted annual expenses of \$1,479,000. Transfers received by the Expo Center amounted to \$887,500 for the year to date period ended March 31, 2022.

The expenses are in line with the budgeted amounts for the year ended June 30, 2022.

#### Capital Projects Fund:

Total budgeted expenditures for the year ended June 30, 2022 amount to \$1,177,900 which the Fund has incurred \$146,505 of expenditures during the month of March 2022 and \$944,802 or 80% of year to date expenditures. Year to date transfers from the City of Industry amounted to \$1,740,689, of which \$887,500 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 March 31, 2022.

**Fiscal Impact:**

There is no fiscal impact as result of this action.

**Recommendation:**

Receive and file.

# **EXHIBIT A**

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

FINANCIAL STATEMENTS

March 31, 2022

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

FINANCIAL STATEMENTS

March 31, 2022  
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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

EXECUTIVE SUMMARY  
FINANCIAL STATEMENTS  
MARCH 31, 2022

**Expo Center Operations**

During the month ended March 31, 2022, no events were held in The Pavilion or the Avalon Room.

In the Grand Arena we held two events with the contract totaling \$12,484. These events were Tjarks Agility and American Super.

At March 31, 2022 and 2021, our financial statements reflect the following activity:

<u>Expo Center Operations</u>	Month Ended 3/31/2022	Year To Date 3/31/2022	Annual Budget 2021-2022	% of Annual Budget	Month Ended 03/31/2021	Year To Date 03/31/2021
Total revenues	\$ 12,484	\$ 100,754	\$ 8,500	1185%	\$ 280	\$ 13,609
Expenses:						
Direct Expo Center expenses	33,893	315,044	437,100	72%	15,114	284,520
General and administrative expenses	84,976	789,065	1,041,900	76%	75,196	749,492
Total direct Expo Center expenses	118,869	1,104,109	1,479,000	75%	90,310	1,034,012
Net loss from operations	(106,385)	(1,003,355)	(1,470,500)	68%	(90,030)	(1,020,403)
Net loss	\$ (106,385)	\$ (1,003,355)	\$ (1,470,500)	68%	\$ (90,030)	\$ (1,020,403)

Summarized financial information by department for the month ending March 31, 2022 and 2021:

<u>Expo Center Operations</u>	Month Ended 3/31/2022	Month Ended 3/31/2022	Month Ended 3/31/2022	Month Ended 3/31/2022	Month Ended 3/31/2022
	Speedway	Facilities	Grand Arena	General and Admin.	Totals
Total revenues	\$ -	\$ -	\$ 12,414	\$ 70	\$ 12,484
Expenses:					
Direct Expo Center expenses	-	19,151	14,742	-	33,893
General and administrative expenses	-	-	-	84,976	84,976
Total direct Expo Center expenses	-	19,151	14,742	84,976	118,869
Net (loss) income from operations	-	(19,151)	(2,328)	(84,906)	(106,385)
Net (loss) income for the month ended	\$ -	\$ (19,151)	\$ (2,328)	\$ (84,906)	\$ (106,385)

<u>Expo Center Operations</u>	Month Ended 3/31/2021	Month Ended 3/31/2021	Month Ended 3/31/2021	Month Ended 3/31/2021	Month Ended 3/31/2021
	Speedway	Facilities	Grand Arena	General and Admin.	Totals
Total revenues	\$ -	\$ -	\$ 280	\$ -	\$ 280
Expenses:					
Direct Expo Center expenses	1,085	9,146	4,883	-	15,114
General and administrative expenses	-	-	-	75,196	75,196
Total direct Expo Center expenses	1,085	9,146	4,883	75,196	90,310
Net (loss) income from operations	(1,085)	(9,146)	(4,603)	(75,196)	(90,030)
Net loss for the month ended	\$ (1,085)	\$ (9,146)	\$ (4,603)	\$ (75,196)	\$ (90,030)

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

EXECUTIVE SUMMARY  
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MARCH 31, 2022

Summarized financial information by department for the year to date period ending March 31, 2022 and 2021:

	Year To Date 3/31/2022	Year To Date 3/31/2022	Year To Date 3/31/2022	Year To Date 3/31/2022	Year To Date 3/31/2022
<u>Expo Center Operations</u>					
	<u>Speedway</u>	<u>Facilities</u>	<u>Grand Arena</u>	<u>General and Admin.</u>	<u>Totals</u>
Total revenues	\$ -	\$ 1,915	\$ 97,962	\$ 877	\$ 100,754
Expenses:					
Direct Expo Center expenses	(275)	156,741	158,578	-	315,044
General and administrative expenses	-	-	-	789,065	789,065
Total direct Expo Center expenses	<u>(275)</u>	<u>156,741</u>	<u>158,578</u>	<u>789,065</u>	<u>1,104,109</u>
Net (loss) income from operations	<u>275</u>	<u>(154,826)</u>	<u>(60,616)</u>	<u>(788,188)</u>	<u>(1,003,355)</u>
Net (loss) income year to date	\$ <u>275</u>	\$ <u>(154,826)</u>	\$ <u>(60,616)</u>	\$ <u>(788,188)</u>	\$ <u>(1,003,355)</u>
	Year To Date 3/31/2021	Year To Date 3/31/2021	Year To Date 3/31/2021	Year To Date 3/31/2021	Year To Date 3/31/2021
<u>Expo Center Operations</u>					
	<u>Speedway</u>	<u>Facilities</u>	<u>Grand Arena</u>	<u>General and Admin.</u>	<u>Totals</u>
Total revenues	\$ -	\$ 975	\$ 7,649	\$ 4,985	\$ 13,609
Expenses:					
Direct Expo Center expenses	76	153,966	130,478	-	284,520
General and administrative expenses	-	-	-	749,492	749,492
Total direct Expo Center expenses	<u>76</u>	<u>153,966</u>	<u>130,478</u>	<u>749,492</u>	<u>1,034,012</u>
Net (loss) income from operations	<u>(76)</u>	<u>(152,991)</u>	<u>(122,829)</u>	<u>(744,507)</u>	<u>(1,020,403)</u>
Net loss year to date	\$ <u>(76)</u>	\$ <u>(152,991)</u>	\$ <u>(122,829)</u>	\$ <u>(744,507)</u>	\$ <u>(1,020,403)</u>

**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 March 31, 2022 amounted to \$5,115,834. 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 March 31, 2022. It is the accounting policy of CRIA to record annual depreciation expense subsequent to the completion of the June 30, 2022 annual audit.

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

EXECUTIVE SUMMARY  
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**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 March 31, 2022, our financial statements reflect the following activity:

<u>Capital Projects Fund</u>	<u>Month Ended</u> <u>3/31/2022</u>	<u>Year To Date</u> <u>3/31/2022</u>	<u>Annual Budget</u> <u>2021-2022</u>	<u>% of Annual</u> <u>Budget</u>
Total revenues	\$ (68)	\$ 99	\$ 1,000	10%
Expenditures				
General and administrative expenses	146,505	944,802	1,177,900	80%
Total expenses	146,505	944,802	1,177,900	80%
Excess of expenditures over revenues	\$ (146,573)	\$ (944,703)	\$ (1,176,900)	80%



CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

BALANCE SHEET  
AS OF MARCH 31, 2022

	<u>Capital Projects</u>	<u>Expo Center</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS:</b>		
Cash and cash equivalents	\$ 133,709	\$ 168,940
Investments	83,763	-
Accounts receivable, net	-	11,656
Prepaid insurance	-	11,954
Inventories	-	22,463
Deposits	-	3,000
Total current assets	<u>217,472</u>	<u>218,013</u>
<b>CAPITAL ASSETS, net</b>	<u>-</u>	<u>5,115,834</u>
Total assets	<u>\$ 217,472</u>	<u>\$ 5,333,847</u>
<b>LIABILITIES AND FUND BALANCE</b>		
<b>CURRENT LIABILITIES:</b>		
Accounts payable	\$ -	\$ 58,584
Advance rental payments	-	92,664
Security deposits	-	36,350
Total current liabilities	<u>-</u>	<u>187,598</u>
<b>FUND BALANCE:</b>		
Fund balance	<u>217,472</u>	<u>5,146,249</u>
Total liabilities and fund balance	<u>\$ 217,472</u>	<u>\$ 5,333,847</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

STATEMENT OF OPERATIONS  
FOR THE MONTH AND YEAR TO DATE ENDED MARCH 31, 2022

	CAPITAL PROJECTS				EXPO-CENTER			
	MONTH ENDED 3/31/2022	YEAR TO DATE 3/31/2022	2021-2022 ANNUAL BUDGET	% OF ANNUAL BUDGET	MONTH ENDED 3/31/2022	YEAR TO DATE 3/31/2022	2021-2022 ANNUAL BUDGET	% OF ANNUAL BUDGET
REVENUES:								
Expo center revenues	\$ -	\$ -	\$ -	0%	\$ 12,484	\$ 100,754	\$ 8,500	1185%
Other revenues	(68)	99	1,000	10%	-	-	-	0%
Total revenues	<u>(68)</u>	<u>99</u>	<u>1,000</u>	10%	<u>12,484</u>	<u>100,754</u>	<u>8,500</u>	1185%
EXPENDITURES:								
Operating expenses	-	-	-		33,893	315,044	437,100	72%
General and administrative expenses	146,505	944,802	1,177,900	80%	84,976	789,065	1,041,900	76%
Total expenses	<u>146,505</u>	<u>944,802</u>	<u>1,177,900</u>	80%	<u>118,869</u>	<u>1,104,109</u>	<u>1,479,000</u>	75%
EXCESS OF EXPENDITURES OVER REVENUES	(146,573)	(944,703)	(1,176,900)	80%	(106,385)	(1,003,355)	(1,470,500)	68%
OTHER FINANCING SOURCES, NET	<u>(128,501)</u>	<u>1,049,317</u>	<u>-</u>	0%	<u>190,000</u>	<u>887,500</u>	<u>-</u>	0%
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES/(EXCESS OF EXPENDITURES OVER REVENUE AND OTHER FINANCING SOURCES)	(275,074)	104,614	<u>\$(1,176,900)</u>	-9%	83,615	(115,855)	<u>\$(1,470,500)</u>	8%
Fund balance, beginning	<u>492,546</u>	<u>112,858</u>			<u>5,062,634</u>	<u>5,262,104</u>		
Fund balance, ending	<u>\$ 217,472</u>	<u>\$ 217,472</u>			<u>\$ 5,146,249</u>	<u>\$ 5,146,249</u>		

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

INDUSTRY HILLS EXPO CENTER  
STATEMENT OF CASH FLOWS  
FOR THE NINE MONTHS ENDED MARCH 31, 2022

	<u>AMOUNT</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Net loss before transfers and other credits	\$ (1,003,355)
Adjustments to reconcile net loss to net cash used in operating activities:	
Change in operating assets and liabilities:	
Accounts receivable, net	(11,731)
Due from other funds	92,000
Prepaid insurance	(3,278)
Inventories	865
Accounts payable	2,458
Advance rental payments	38,436
Security deposits	10,700
Net cash used in operating activities	<u>(873,905)</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES	
Other financing sources	<u>887,500</u>
NET CHANGE IN CASH	13,595
Cash at July 1, 2021	155,345
Cash at March 31, 2022	<u>\$ 168,940</u>

INDUSTRY HILLS EXPO CENTER  
SCHEDULE OF REVENUES AND EXPENSES  
FOR THE MONTHS AND YEARS TO DATE MARCH 31, 2022 AND 2021

Expo Center Operations	MONTH ENDED 3/31/2022	YEAR TO DATE 3/31/2022	ANNUAL BUDGET 2021-2022	% OF ANNUAL BUDGET	MONTH ENDED 03/31/2021	YEAR TO DATE 03/31/2021
<b>Revenues</b>						
Facilities rentals	\$ -	\$ 600	\$ -	0%	\$ -	\$ 975
Facilities rentals - bar sales	-	1,315	-	0%	-	-
Facilities - security	-	-	-	0%	-	-
Facilities - food	-	-	-	0%	-	-
Facilities - insurance	-	-	-	0%	-	-
Facilities - other	-	-	-	0%	-	-
Grand Arena - special events rentals	9,600	29,700	-	0%	-	-
Grand Arena - outdoor arena rentals	-	-	-	0%	-	-
Grand Arena - show barn stall rentals	525	15,070	8,000	188%	280	6,370
Grand Arena - shaving sales	-	2,509	500	502%	-	393
Grand Arena - security	-	-	-	0%	-	-
Grand Arena - trailer parking	490	1,870	-	0%	-	-
Grand Arena - bar sales	-	26,608	-	0%	-	886
Grand Arena - food	-	2,122	-	0%	-	-
Grand Arena - feed sales	-	-	-	0%	-	-
Grand Arena - parking	1,505	17,285	-	0%	-	-
Grand Arena - other	294	2,798	-	0%	-	-
Speedway - merchandise	-	-	-	0%	-	-
Speedway - bar	-	-	-	0%	-	-
Speedway - prize money	-	-	-	0%	-	-
Speedway - general admission	-	-	-	0%	-	-
Speedway - concessions	-	-	-	0%	-	-
Speedway - parking	-	-	-	0%	-	-
Speedway - other	-	-	-	0%	-	-
G&A- Other	70	877	-	0%	-	4,985
Total revenues	<u>12,484</u>	<u>100,754</u>	<u>8,500</u>	1185%	<u>280</u>	<u>13,609</u>
<b>Expo expenses</b>						
Cost of sales	880	11,391	12,000	95%	70	7,365
Bar supplies	-	858	-	0%	-	-
Promotional banquet	-	-	-	0%	-	-
Feed	-	-	-	0%	-	-
Contract labor/wages	31,559	277,046	366,700	76%	12,365	246,884
Furniture/fixtures & equipment	-	-	-	0%	-	-
Facilities - Insurance	-	1,000	-	0%	-	400
Miscellaneous	-	2,044	2,000	102%	-	-
Promotional	-	-	-	0%	-	-
Property maintenance	-	5,604	12,000	47%	-	1,866
Repairs and maintenance	-	-	-	0%	-	-
Sales tax	(1)	243	-	0%	-	1
Security - Grand Arena	-	-	-	0%	-	-
Security - Facilities	-	-	-	0%	-	-
Security - Speedway	-	-	-	0%	-	-
Shavings	-	2,255	400	564%	-	(88)
Supplies	1,530	13,859	32,000	43%	1,594	21,676
Equipment rental	-	-	3,000	0%	-	1,337
Special event concessions	-	1,294	-	0%	-	-
Bad debt	(75)	(75)	9,000	-1%	-	5,004
Speedway- concessions	-	-	-	0%	-	-
Speedway- merchandise	-	-	-	0%	-	-
Speedway- insurance	-	-	-	0%	1,085	76
Speedway - prize money	-	(475)	-	0%	-	-
Speedway- outside services/contract labor	-	-	-	0%	-	-
Total Expo expenses	<u>33,893</u>	<u>315,044</u>	<u>437,100</u>	72%	<u>15,114</u>	<u>284,521</u>
Operating loss before direct G & A and CRIA indirect expenses	<u>(21,409)</u>	<u>(214,290)</u>	<u>(428,600)</u>	50%	<u>(14,834)</u>	<u>(270,912)</u>

INDUSTRY HILLS EXPO CENTER  
SCHEDULE OF REVENUES AND EXPENSES  
FOR THE MONTHS AND YEARS TO DATE MARCH 31, 2022 AND 2021

<u>Expo Center Operations</u>	MONTH ENDED 3/31/2022	YEAR TO DATE 3/31/2022	ANNUAL BUDGET 2021-2022	% OF ANNUAL BUDGET	MONTH ENDED 03/31/2021	YEAR TO DATE 03/31/2021
Direct general and administrative expenses						
Travel and meetings	-	-	-	0%	-	-
Dues, subscriptions, books, etc.	977	18,468	23,000	80%	988	11,869
Equipment rental/lease	817	8,110	14,000	58%	793	10,580
Employee training	-	-	-	0%	-	-
Furniture/fixtures & equipment	-	-	200	0%	-	146
Advertising/printing	-	-	3,000	0%	-	-
Telephone	1,173	10,712	16,000	67%	1,610	12,175
Postage	68	624	600	104%	32	76
Miscellaneous	2,409	7,517	700	1074%	359	5,242
Professional services	25,800	216,147	215,000	101%	18,219	155,011
Repairs and equipment	-	7,363	3,400	217%	-	583
Vehicle expenses	1,115	15,281	14,000	109%	-	7,256
Insurance and bonds	1,087	9,761	14,000	70%	-	8,694
Supplies	2,038	17,713	30,000	59%	1,595	19,702
Contract labor/administrative wages	34,324	293,631	407,000	72%	24,729	290,185
Property maintenance	11,649	122,985	200,000	61%	17,112	149,497
Utilities	3,519	60,753	101,000	60%	9,759	78,476
Total direct general and administrative expenses	<u>84,976</u>	<u>789,065</u>	<u>1,041,900</u>	76%	<u>75,196</u>	<u>749,492</u>
 EXCESS OF EXPENDITURES OVER REVENUES	 <u>\$ (106,385)</u>	 <u>\$ (1,003,355)</u>	 <u>\$ (1,470,500)</u>	 68%	 <u>\$ (90,030)</u>	 <u>\$ (1,020,404)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

CAPITAL PROJECTS FUND  
SCHEDULE OF REVENUES AND EXPENSES  
FOR THE MONTH AND YEAR TO DATE MARCH 31, 2022

REVENUES:	MONTH ENDED 3/31/2022	YEAR TO DATE 3/31/2022	ANNUAL BUDGET 2021-2022	% OF ANNUAL BUDGET
Other revenues	\$ (68)	\$ 99	\$ 1,000	10%
<b>GENERAL AND ADMINISTRATIVE EXPENSES:</b>				
Salaries - board	2,127	21,979	34,100	64%
Payroll taxes	-	13	-	0%
Medicare/disability	31	319	500	64%
PARS - ARS	79	824	1,300	63%
Legal	7,697	7,697	-	0%
Professional services	5,000	150,333	175,000	86%
Accounting	101	1,013	1,000	101%
Planning, Survey and Design	11	401	-	0%
Small equipment and supplies	-	983	-	0%
Vehicle expenses	814	3,241	3,000	108%
General engineering	14,330	67,011	60,000	112%
Printing/photography	-	-	1,000	0%
Security	44,561	343,759	455,000	76%
Property maintenance	68,942	293,755	404,000	73%
Insurance and bonds	-	41,884	26,000	161%
Office expenses	-	144	-	0%
Utilities	2,812	11,446	17,000	67%
Total general and administrative expenses	<u>146,505</u>	<u>944,802</u>	<u>1,177,900</u>	80%
EXCESS OF EXPENDITURES OVER REVENUES	\$ <u>(146,573)</u>	\$ <u>(944,703)</u>	\$ <u>(1,176,900)</u>	80%