



Civic-Recreational-Industrial Authority

Special Meeting Agenda
November 10, 2015
9:00 a.m.

Chairman Howard Lim
Vice Chairman Dean Marshall
Board Member David Carmany
Board Member Ron Cipriani
Board Member Dave Youpa

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 (Agenda Items Only):** *During public comments, if you wish to address the Authority during this Special Meeting, under Government Code Section 54954.3(a), you may only address the Authority concerning any items that has been described in the notice for the Special Meeting.*

Americans with Disabilities Act:

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

Agendas and other writings:

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

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

5. **EXPO CENTER MATTERS**

5.1 Status Report on Expo Center.

RECOMMENDED ACTION: Receive and file the report.

5.2 Consideration of Register of Demands submitted by the Industry Hills Expo Center.

RECOMMENDED ACTION: Receive and file.

5.3 Consideration of the 2016 Industry Racing Season budget.

RECOMMENDED ACTION: Review budget and provide direction to Staff.

6. **BOARD MATTERS**

6.1 Consideration of the minutes of the September 9, 2015 regular meeting.

RECOMMENDED ACTION: Approve as submitted.

6.2 Consideration of Register of Demands submitted by the Finance Department.

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

6.3 Consideration of Civic-Recreational-Industrial Authority Financial Report for September 2015.

RECOMMENDED ACTION: Receive and file the report.

6.4 Consideration of a flexible rental rate schedule for Friday and Sunday rentals for the various rental facilities located at the Industry Hills Expo Center.

RECOMMENDED ACTION: Review flexible rental rate schedule and provide direction to Staff.

7. Adjournment. Next regular meeting: Wednesday, December 9, 2015 at 9:00 a.m.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.1

November 2015 Calendar of Events



Date	Location	Name of Event	Description
1	GRAND ARENA	SAN GABRIEL VALLEY & ANTELOPE VALLEY KENNEL CLUBS <i>AKC All-Breed Obedience & Conformation Dog Show</i>	FREE EVENT - PARKING CHARGE
5	Avalon Room	Regional Chamber of Commerce Mixer	Private Event
6	Pavilion	Drum Roping - Veteran Meeting	Private Event
6-7	GRAND ARENA	VETERAN'S DAY BENEFIT ROPING <i>Team Roping Competition - all proceeds donated</i>	Free Admission & Parking
7	Pavilion	Lopez 15 Anos Celebration	Private Party
7	Gazebo & Avalon Room	Sanchez Wedding Ceremony & Reception	Private Party
13-15	GRAND ARENA	INLAND EMPIRE HUNTER/JUMPER ASSOCIATION <i>English Horse Show</i>	FREE TO THE VIEWING PUBLIC
13	Avalon Room	Sonus Hearing Care Company Party	Private Party
14	Avalon Room	Evangelistic Crusade	Private Event
15	Avalon Room	Hinojsa Baptism	Private Party
18	Pavilion	HLPUSD - Scholarship Fundraiser	Private Event
21	Pavilion	Orozco 15 Anos Celebration	Private Party
21	Avalon Room	Lopez 15 Anos Celebration	Private Party
27-29	GRAND ARENA	LYNDA TJARKS AGILITY PRODUCTIONS <i>AKC Sanctioned Dog Agility Trials</i>	FREE ADMISSION - PARKING CHARGE
27	Gazebo & Avalon Room	Trujillo 15 Anos Celebration	Private Party
28	Pavilion	Lares 15 Anos Celebration	Private Party
28	Gazebo & Avalon Room	Ortega Wedding Ceremony & Reception	Private Party

December 2015 Calendar of Events



Date	Location	Name of Event	Description
3-8	GRAND ARENA	AMERICAN SUPERCAMP <i>Motorcycle Technique School</i>	CLOSED COURSE
3	Pavilion	Pinedo 15 Anos Celebration	Private Party
5	Pavilion	Alert Insulation Holiday Party	Private Party
5	Avalon Room	Verduzco Baptism	Private Party
6	Pavilion	Industry Sheriff Department Volunteer Awards	Private Party
7	Pavilion	Rowland Unified School District	Private Event
10	Pavilion	Industry Sheriff Station Holiday Party	Private Party
11-13	GRAND ARENA	LYNDA TJARKS AGILITY PRODUCTIONS <i>Cocker Spaniel Club of OC & South Coast Vizsla Club</i>	Parking \$5 - FREE TO VIEWING PUBLIC
12	Pavilion	LA Corragated Packaging Holiday Party	Private Party
12	Avalon Room	Access Home Health Care Holiday Party	Private Party
18-20	GRAND ARENA	LYNDA TJARKS AGILITY PRODUCTIONS <i>South Coast Vizsla Club - AKC All-Breed Agility Trials</i>	Parking \$5 - FREE TO VIEWING PUBLIC
18	Pavilion	El Encanto Holiday Party	Private Party
19	Avalon Room	Flores Wedding Reception	Private Party
26	Pavilion	Martinez 15 Anos Celebration	Private Party
26	Avalon Room	Hernandez Birthday Party	Private Party
28-29	GRAND ARENA	LYNDA TJARKS AGILITY PRODUCTIONS <i>Keeshond Club of So California - AKC All-Breed Agility Trials</i>	Parking \$5 - FREE TO VIEWING PUBLIC
Dec 31	GRAND ARENA	LYNDA TJARKS AGILITY PRODUCTIONS <i>Samoyed Club of LA & Keeshond Club of So Calif</i>	Parking \$5 - FREE TO VIEWING PUBLIC

January 2016 Calendar of Events



Date	Location	Name of Event	Description
1-3	GRAND ARENA	LYNDA TJARKS AGILITY PRODUCTIONS <i>Samoyed Club of LA & Keeshond Club of So Calif</i>	Parking \$5 - FREE TO VIEWING PUBLIC
9-10	GRAND ARENA	LYNDA TJARKS AGILITY PRODUCTIONS <i>West Coast Cocker Spaniel Club - AKC All-Breed Agility Trials</i>	Parking \$5 - FREE TO VIEWING PUBLIC
9	Pavilion	Medina 15 Anos Celebration	Private Party
16	Pavilion	Lara 15 Anos Celebration	Private Party
23	GRAND ARENA	LOS ANGELES COUNTY PARKS & RECREATION <i>Annual Cheerleading Competition</i>	Parking \$5 - For Participants & Families
23	Pavilion	Fernandez 15 Anos Celebration	Private Party
24	Avalon Room	Alduenda Birthday Party	Private Party
30	GRAND ARENA	OH THE INSANITY <i>Professional Wrestling Show</i>	PARKING & ADMISSION
30	Pavilion	Mora Wedding Reception	Private Party
30	Avalon Room	Landino Birthday Party	Private Party

ALL EVENTS LISTED ABOVE ARE SCHEDULED BUT ARE SUBJECT TO CHANGE WITHOUT NOTICE

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.2

Industry Hills Expo Center - Check Register

OCTOBER

DATE	CHECK NUMBER	PAYEE	AMOUNT	DETAILS
10/05/15	9028	ALARMCO	2,333.00	INSTALL 2 HAND HELD MIC. SYSTEMS
10/05/15	9029	CAPITOL PROTECTION INC.	809.25	EVENT SECURITY SERVICES
10/05/15	9030	CARLOS A. MORALES-MIRAMONTES	700.00	MARKETING EXPENSE
10/05/15	9031	PCR CASH	970.06	REPLENISH PETTY CASH-SEPT REC.
10/05/15	9032	CINTAS	557.51	MATS, MOPS AND UNIFORMS
10/05/15	9033	CLASSIC DISTRIBUTING & BEV.	2,170.00	ALCOHOL INVENTORY
10/05/15	9034	CNC EQUESTRIAN MANAGEMENT	42,503.14	PR-SALARY, FAC. MNGMT FEE-OCT
10/05/15	9035	COCA-COLA ENTERPRISES	403.20	ALCOHOL INVENTORY
10/05/15	9036	CSG	2,147.00	MONTHLY IT MAINTENANCE
10/05/15	9037	GINA GARCIA	85.00	CLEAN RODEO HOUSE-SEPT
10/05/15	9038	HARBOR DISTRIBUTING,LLC	661.50	ALCOHOL INVENTORY
10/05/15	9039	K&K INSURANCE	1,300.00	TULIP INS-BANQUET EVENTS
10/05/15	9040	LOCKS PLUS	85.00	REPAIR BROKEN LOCK-AVALON ROOM
10/05/15	9041	OFFICE DEPOT	78.43	OFFICE SUPPLIES
10/05/15	9042	P & R PAPER SUPPLY COMPANY	2,256.57	PAPER & CLEANING SUPPLIES EXPENSE
10/05/15	9043	SOUTHERN WINE & SPIRITS	5,094.30	ALCOHOL INVENTORY
10/05/15	9044	VOIDED CHECK	0.00	DATA ENTRY ERROR
10/05/15	9045	YOUNG'S MARKET CO.	3,737.78	ALCOHOL INVENTORY
10/05/15	9046	XEROX FINANCIAL SERVICES	328.98	LEASE PMT & SALES TAX-SEPT
10/07/15	9047	PCR CASH	15,000.00	REPLENISH ATM TERMINALS-IHCPR
10/04/15	9048	AG-100315 MARIO BEJARANO	200.00	SEC DEPOSIT REFUND
10/04/15	9049	AR-100315 MIGUEL DEL RIO	300.00	SEC DEPOSIT REFUND
10/14/15	9050	ALARMCO	1,020.00	CLEAN AND ADJUST ALL AUDIO EQUIP.
10/14/15	9051	CLEAN SWEEP SUPPLY CO.	727.68	CLEANING SUPPLIES EXPENSE
10/14/15	9052	CNC EQUESTRIAN MANAGEMENT	59,774.51	PR-STAFFING SEPT & JULY INV NOT REC'D
10/14/15	9053	COLD STAR ICE	613.00	BAR SUPPLIES EXPENSE-IHCPR
10/14/15	9054	GINA GARCIA	170.00	CLEANING & WINDOWS-RODEO HOUSE
10/14/15	9055	HARBOR DISTRIBUTING,LLC	684.00	ALCOHOL INVENTORY
10/14/15	9056	OFFICE DEPOT	170.01	OFFICE SUPPLIES

10/14/15	9057 ROGERS,CLEM & CO.	1,750.00 ACCT'G & CONSULTING SERVICES
10/15/15	9058 AR-013016 HEATHER GLEDHILL	300.00 SEC DEPOSIT REFUND
10/15/15	9059 AT&T	529.70 MONTHLY WIRELESS PHONE SERVICE
10/15/15	9060 BISHOP AMAT MEMORIAL HIGH SCHOOL	300.00 ADVERTISING
10/15/15	9061 CINTAS	857.26 MATS, MOPS AND UNIFORMS
10/15/15	9062 CITY OF INDUSTRY	4,198.24 ROLLOFF AND DUMP FEES-SEPT.
10/15/15	9063 CULLIGAN WATER CONDITIONING	70.85 MONTHLY WATER FILTER SERVICE
10/15/15	9064 dex MEDIA	159.00 FACILITY ADVERTISING
10/15/15	9065 FED EX	72.88 POSTAGE EXPENSE
10/15/15	9066 MERRITT'S ACE HARDWARE	13.66 PROPERTY MAINTENANCE EXPENSE
10/15/15	9067 MRC SMART TECHNOLOGY SOLUTIONS	631.31 QRTRLY CONTRACT COPIES CHG.
10/15/15	9068 OFFICE DEPOT	44.25 OFFICE SUPPLIES
10/15/15	9069 SATSUMA LANDSCAPE	8,765.58 MONTHLY LANDSCAPE EXPENSE-SEPT
10/15/15	9070 SONSRAY MACHINERY	1,685.55 CASE TRACTOR SERVICE & REPAIR
10/15/15	9071 VERIZON	71.23 MONTHLY FIOS CHG. CR APPLIED
10/16/15	9072 SOUTHERN WINE & SPIRITS	2,535.55 ALCOHOL INVENTORY
10/23/15	9073 ANHEUSER BUSCH SALES OF AMERICA	120.40 ALCOHOL INVENTORY
10/23/15	9074 ASCOT MOTORSPORTS	924.00 MERCH. FOR RESALE-SKIPPED INVOICE
10/23/15	9075 CAPITOL PROTECTION INC.	341.26 EVENT SECURITY SERVICES
10/23/15	9076 CINTAS	428.63 MATS, MOPS AND UNIFORMS
10/23/15	9077 CNC EQUESTRIAN MANAGEMENT	16,988.23 PR-OCTOBER STAFFING
10/23/15	9078 COCA-COLA ENTERPRISES	626.40 ALCOHOL INVENTORY
10/23/15	9079 F.GAVINA & SONS INC.	235.58 CONCESSION INVENTORY
10/23/15	9080 HARBOR DISTRIBUTING,LLC	466.00 ALCOHOL INVENTORY
10/23/15	9081 INDUSTRIAL PIPE & STEEL, LLC	578.02 TRACTOR PARTS & MATERIALS
10/23/15	9082 MATTHEW MALDONADO	2,200.00 E-MAIL, SOCIAL & WEB MKTG, L/O DESIGN
10/23/15	9083 OFFICE DEPOT	96.69 OFFICE SUPPLIES
10/23/15	9084 ORBIT PRINTING	1,265.85 PRINT QRTLY NEWSLETTER
10/23/15	9085 P & R PAPER SUPPLY COMPANY	227.26 BAR SUPPLIES
10/23/15	9086 STAPLES CREDIT PLAN	305.25 OFFICE SUPPLIES
10/23/15	9087 ULINE	2,107.82 BANQUET EQUIPMENT EXP.-TRASH CANS
10/23/15	9088 VOID CHECK	0.00 DATA ENTRY ERROR
10/23/15	9089 BOARD OF EQUALIZATION	9,367.00 PREPAY SALES TAX-AUG/SEPT.

10/23/15	9090 HOME DEPOT	52.33 PROPERTY MAINTENANCE EXPENSE
10/23/15	9091 KIKI'S INDUSTRIAL JANITORIAL SERVICE	2,675.00 OCT. FAC. CLEAN, RR&TRASH MA102415
10/23/15	9092 OFFICE DEPOT	203.12 OFFICE SUPPLIES
10/23/15	9093 SHAMROCK FOODS COMPANY	1,966.83 CONCESSION INVENTORY
10/23/15	9094 SPARKLETTS	926.26 ALCOHOL INVENTORY
10/23/15	9095 VERIZON	492.92 MONTHLY PHONE CHGS-SEPT/OCT
10/23/15	9096 YOUNG'S MARKET CO.	698.42 ALCOHOL INVENTORY
10/23/15	9097 PCR CASH	5,000.00 REPLENISH ATM TERMINALS-MA102415
10/26/15	9098 AR-101715R BLANKY AGUILAR	300.00 SEC DEPOSIT REFUND
10/26/15	9099 AIRGAS WEST	96.13 BAR SUPPLIES-CO2
10/26/15	9100 BAY ALARM	2,067.00 QUARTERLY MONITORING EXPENSE
10/26/15	9101 CAPITOL PROTECTION INC.	1,920.75 EVENT SECURITY SERVICES
10/26/15	9102 CINTAS	434.42 MATS, MOPS AND UNIFORMS
10/26/15	9103 CLASSIC DISTRIBUTING & BEV.	805.00 ALCOHOL INVENTORY
10/26/15	9104 HARALAMBOS BEVERAGE CO.	756.00 ALCOHOL INVENTORY
10/26/15	9105 OFFICE DEPOT	47.02 OFFICE SUPPLIES
10/26/15	9106 STAPLES LINK	403.01 OFFICE SUPPLIES
10/26/15	9107 TERMINIX-INLAND COMMERCIAL	678.00 PEST CONTROL
10/26/15	9108 THE FLAG SHOP	113.24 REPLACE AMERICAN FLAG-OFFICE
10/26/15	9109 PCR CASH	2,500.00 REPLENISH ATM TERMINALS-BANQUETS
10/29/15	9110 PATRICE GEIST	150.00 REFUND RIDER FEES-DUE TO INJURY
10/26/15	9111 PCR CASH	1,966.32 REPLENISH PETTY CASH-SEPT/OCT REC.
10/28/15	9112 PCR CASH	990.36 REPLENISH PETTY CASH-OCT REC.
10/30/15	9113 BROWN & BROWN OF CALIFORNIA INC.	1,300.00 TULIP INSURANCE-BANQUETS AUG/SEPT.
10/30/15	9114 CAPITOL PROTECTION INC.	1,170.00 EVENT SECURITY SERVICES
10/30/15	9115 CSG	1,948.00 IT SERVICES-NOV.
10/30/15	9116 OFFICE DEPOT	30.09 OFFICE SUPPLIES
10/30/15	9117 PAV-102415R TAMMY GOMEZ	600.00 SEC DEPOSIT REFUND

TOTAL

233,433.59

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 5.3

Memorandum

To: Paul Phillips, Executive Director
Civic-Recreational-Industrial-Authority

From: Carol Perez, Operation Manager
Industry Hills Expo Center

Re: Promote the 2016 Industry Racing Season Date: November 3, 2015

Attached for CRIA Board review and consideration is to approve the 2016 Industry Racing Motorcycle Speedway Season. Industry Hills Expo Center has in place to operate the racing program due to the last four profitable years the season has operated at the Grand Arena the summers of 2012 – 2015.

We recommend that the CRIA Board approve the 2016 Racing season – the projected season operating results that are attached will prove to be profitable.



Carol J. Perez, *Operations Manager*

11-3-15

Dated

**Industry Hills Expo Center
Speedway Revenue & Expenses
2016 Season Projected Operating Results**

	Prior Season 2015	%	Projected Season 2016	%
Ordinary Income/Expense				
Income				
8124440 — MISC INCOME - SPEEDWAY	694	0.2%	694	0.2%
8124500 — MERCHANDISE INCOME	11,884	4.0%	11,884	3.8%
8125780 — RIDER PRIZE MONEY - SPEEDWAY	53,205	17.8%	53,205	16.8%
8128142 — BAR SALES - SPEEDWAY	66,003	22.1%	69,303	21.9%
8128150 — GENERAL ADMISSION - SPEEDWAY	69,233	23.2%	83,080	26.3%
8128156 — VENDOR FEE - SPEEDWAY	1,525	0.5%	1,525	0.5%
8128157 — PARKING FEE - SPEEDWAY	22,565	7.6%	22,565	7.1%
8128165 — CONCESSION SALES - SPEEDWAY	54,073	18.1%	54,073	17.1%
8128169 — SPONSORSHIPS - SPEEDWAY	19,680	6.6%	19,680	6.2%
Total Income	298,862	100.0%	316,008	100.0%
Cost of Goods Sold				
8125753 — CONCESSION SUPPLIES-SPEEDWAY	26,793	9.0%	27,597	8.7%
8125761 — COST OF ALCOHOL - SPEEDWAY	15,579	5.2%	16,047	5.1%
8125781 — MERCHANDISE	9,507	3.2%	9,507	3.0%
8126140 — SECURITY SPEEDWAY	13,865	4.6%	15,251	4.8%
8126145 — RIDER PRIZE MONEY PAYOUT	55,273	18.5%	55,273	17.5%
Total COGS	121,017	40.5%	123,674	39.1%
Gross Profit	177,845	59.5%	192,334	60.9%
Expense				
8125630 — SPEEDWAY - INSURANCE	17,134	5.7%	17,648	5.6%
8125750 — SUPPLIES - SPEEDWAY	27,717	9.3%	28,548	9.0%
8125757 — PROMOTIONAL EXPENSE - SPEEDWAY	32,777	11.0%	33,761	10.7%
8125790 — MISCELLANEOUS EXP - SPEEDWAY	69	0.0%	71	0.0%
8126220 — CONTRACT LABOR- SPEEDWAY	51,216	17.1%	52,753	16.7%
8126225 — OUTSIDE SERVICE - SPEEDWAY	11,123	3.7%	11,456	3.6%
8129010 — FURNITURE & EQUIP- SPEEDWAY	3,058	1.0%	3,149	1.0%
Total Expense	143,093	47.9%	147,386	46.6%
Net Income	34,751	11.6%	44,948	14.2%

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.1

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
SEPTEMBER 9, 2015
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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 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 Lim.

ROLL CALL

PRESENT: Howard Lim, Chairman
Dean Marshall, Vice Chairman
L. Ronald Cipriani, Board Member
David Carmany, Board Member
Dave Youpa, Board Member

STAFF PRESENT: Paul J. Philips, Executive Director; James M. Casso, General Counsel; John Ballas, Engineer; Cecelia Dunlap, Assistant Secretary; and Carol Perez, Expo Center Manager.

PUBLIC COMMENTS

There were no public comments.

STATUS REPORT ON EXPO CENTER

Expo Center Manager Perez informed the Board Members of the activities occurring at the Expo Center.

CONSIDERATION OF REGISTER OF DEMANDS SUBMITTED BY THE INDUSTRY HILLS EXPO CENTER

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY VICE CHAIRMAN MARSHALL, TO RECEIVE AND FILE THE REGISTER OF DEMANDS SUBMITTED BY THE INDUSTRY HILLS EXPO CENTER. MOTION CARRIED 5-0.

CONSIDERATION TO AUTHORIZE THE EXPO CENTER TO ENTER INTO LICENSE AGREEMENTS FOR USE OF THE GRAND ARENA PURSUANT TO THE TERMS

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
SEPTEMBER 9, 2015
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CONDITIONS AS SET FORTH IN THE REPORT SUBMITTED BY THE EQ CONSULTANT

MOTION BY BOARD MEMBER CARMANY, AND SECOND BY BOARD MEMBER YOUNG TO AUTHORIZE THE EXPO CENTER TO ENTER INTO LICENSE AGREEMENTS FOR USE OF THE GRAND ARENA PURSUANT TO THE TERMS AND CONDITIONS AS SET FORTH IN THE REPORT SUBMITTED BY THE EQ CONSULTANT. MOTION CARRIED 5-0.

CONSIDERATION OF THE MINUTES OF THE JULY 8, 2015 REGULAR MEETING

MOTION BY BOARD MEMBER YOUNG, AND SECOND BY VICE CHAIRMAN MARSHALL TO APPROVE AS SUBMITTED. MOTION CARRIED 5-0.

CONSIDERATION OF REGISTER OF DEMANDS SUBMITTED BY THE FINANCE DEPARTMENT

MOTION BY BOARD MEMBER CARMAY, AND SECOND BY VICE CHAIRMAN MARSHALL TO APPROVE THE REGISTER OF DEMANDS AND AUTHORIZE THE APPROPRIATE PERSONNEL TO PAY THE BILLS. MOTION CARRIED 5-0.

CONSIDERATION OF CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY FINANCIAL REPORT FOR JULY 2015

MOTION BY VICE CHAIRMAN MARSHALL, AND SECOND BY BOARD MEMBER YOUNG TO RECEIVE AND FILE REPORT. MOTION CARRIED 5-0.

ADJOURNMENT

There being no further business, the Civic-Recreational-Industrial Authority adjourned at 9:25 a.m.

Howard Lim, Chairman

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
SEPTEMBER 9, 2015
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Cecelia Dunlap, Assistant Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.2

CIVIC-RECREATIONAL INDUSTRIAL AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting November 10, 2015

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
360	INDUSTRY HILLS EXPO OPERATING ACCOUNT	87,500.21

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
WFCK	WELLS FARGO CHECKING	87,500.21

Civic-Recreational Industrial Authority
Wells Fargo Voided Checks
November 10, 2015

Check	Date	Payee Name		Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
10430	06/10/2015	10/19/2015	BURKE, WILLIAMS & SORENSEN,	(\$3,922.33)
	Invoice	Date	Description	Amount
	188775	05/11/2015	VOIDED	(\$3,922.33)

Checks	Status	Count	Transaction Amount
	Total	1	(\$3,922.33)

Civic-Recreational Industrial Authority
Board Meeting
November 10, 2015

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
10478	11/10/2015		AIR-BREE, INC	\$5,430.96
	Invoice	Date	Description	Amount
	1151006694	10/06/2015	REPLACE ICE MACHINE AT THE PAVILLION	\$4,642.50
	14457	09/22/2015	REPAIR AIR CONDITIONING - AVALON ROOM	\$788.46
10479	11/10/2015		CITY OF INDUSTRY	\$550.46
	Invoice	Date	Description	Amount
	2016-00000023	09/30/2015	SEPTEMBER 2015 FUEL COST	\$550.46
10480	11/10/2015		CNC ENGINEERING	\$8,040.63
	Invoice	Date	Description	Amount
	43981	10/08/2015	EXPO CENTER STANDARDS OF MAINT - MISC	\$5,446.81
	44044	10/29/2015	EXPO CENTER STANDARDS OF MAINT - MISC	\$2,593.82
10481	11/10/2015		CRIA-EQUESTRIAN CENTER	\$48,500.00
	Invoice	Date	Description	Amount
	NOV-15	10/14/2015	OPERATING EXPENSE - NOVEMBER 2015	\$48,500.00
10482	11/10/2015		CRIA-PAYROLL ACCOUNT	\$3,000.00
	Invoice	Date	Description	Amount
	OCT-15	10/14/2015	REIMBURSE PAYROLL - OCTOBER 2015	\$3,000.00
10483	11/10/2015		DAKOTA BACKFLOW CO.	\$1,558.50
	Invoice	Date	Description	Amount
	36981	10/06/2015	REPLACE BACKFLOW DEVICE-RESALE BARN STALL	\$1,100.00
	37099	09/16/2015	REPLACE BACKFLOW DEVICE - RESALE BARN	\$458.50
10484	11/10/2015		FRAZER, LLP	\$2,490.00
	Invoice	Date	Description	Amount
	139567	09/30/2015	PROF SVC - SEPTEMBER 2015	\$2,490.00
10485	11/10/2015		G.M. SAGER CONSTRUCTION CO.,	\$2,650.00

**Civic-Recreational Industrial Authority
Board Meeting
November 10, 2015**

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
	Invoice	Date	Description	Amount
	34327	09/28/2015	REPAIR DAMAGED CONCRETE AT THE RODEO	\$2,650.00
10486	11/10/2015		INTERNATIONAL LINE BUILDERS	\$9,510.85
	Invoice	Date	Description	Amount
	776906	09/21/2015	REMOVE/REPLACE LIGHT POLE THAT WAS HIT BY A	\$9,510.85
10487	11/10/2015		SNOWDEN ELECTRIC COMPANY,	\$3,140.00
	Invoice	Date	Description	Amount
	15-0388	09/30/2015	REPAIR SECURITY LIGHTING AT BARNS D & E	\$3,140.00
10488	11/10/2015		THEE BEST ROOTER & PLUMBING	\$1,551.14
	Invoice	Date	Description	Amount
	4619	09/19/2015	KITCHEN REPAIRS - PATIO CAFE	\$898.20
	4620	09/19/2015	RESTROOM REPAIRS - COWBOY CAFE	\$652.94
10489	11/10/2015		VILLEGAS GENERAL BUILDING	\$5,000.00
	Invoice	Date	Description	Amount
	181	10/02/2015	REPAIR DAMAGED WOOD AT AVALON ROOM &	\$2,000.00
	184	10/02/2015	PAINT AREA AROUND AVALON ROOM & MAIN	\$3,000.00

Checks	Status	Count	Transaction Amount
	Total	12	\$91,422.54

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.3

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

September 30, 2015

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

FINANCIAL STATEMENTS

September 30, 2015

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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
September 30, 2015

Expo Center Operations

During the month ended September 30, 2015, we held six events in the Pavilion and seven events in the Avalon Room with contracts totaling \$48,981.

In the Grand Arena we held four events with contracts totaling \$133,491. These events were: Lynda Tjarks Agility Productions-All Breed Dog Trials, Santa Ana Kennel Club-All Breed Conformation & Obedience Dog Show, Feria Del Caballo de Espanol-Spanish Horse Show Competition and Acorn Engineering-Company Picnic.

During the month ended September 30, 2015, there were no events at the Speedway. \$220 was earned due to an Insurance Refund.

At September 30, 2015, our financial statements reflect the following activity:

<u>Expo Center Operations</u>	<u>Month Ended 9/30/2015</u>	<u>Year To Date 9/30/2015</u>	<u>Annual Budget 2015-2016</u>	<u>% of Annual Budget</u>
Total revenues	\$ 183,160	\$ 503,728	\$ 1,483,800	34%
Expenses:				
Direct Expo Center expenses	91,578	330,514	985,000	34%
General and administrative expenses	104,186	255,675	1,046,100	24%
Total direct Expo Center expenses	195,764	586,189	2,031,100	29%
Net income from operations	(12,604)	(82,461)	(547,300)	15%
Net income	\$ (12,604)	\$ (82,461)	\$ (547,300)	15%

We have booked twelve future Banquet events with contracts totaling \$23,900 and one Grand Arena events with a contracts totaling \$1,100. The amounts do not include any estimates of alcohol and food sales. Event concession sales will vary depending on facilities utilized.

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
September 30, 2015

The following is our summarized financial statements by department at September 30, 2015:

<u>Expo Center Operations</u>	Month Ended 9/30/2015	Month Ended 9/30/2015	Month Ended 9/30/2015	Month Ended 9/30/2015	Month Ended 9/30/2015
	<u>Speedway</u>	<u>Facilities</u>	<u>Grand Arena</u>	<u>General and Admin.</u>	<u>Totals</u>
Total revenues	\$ 220	\$ 48,981	\$ 133,491	\$ 468	\$ 183,160
Expenses:					
Direct Expo Center expenses	9,914	21,758	59,906		91,578
General and administrative expenses				104,186	104,186
Total direct Expo Center expenses	<u>9,914</u>	<u>21,758</u>	<u>59,906</u>	<u>104,186</u>	<u>195,764</u>
Net income (loss) from operations	<u>(9,694)</u>	<u>27,223</u>	<u>73,585</u>	<u>(103,718)</u>	<u>(12,604)</u>
Net income (loss) for the month ended	<u>\$ (9,694)</u>	<u>\$ 27,223</u>	<u>\$ 73,585</u>	<u>\$ (103,718)</u>	<u>\$ (12,604)</u>

<u>Expo Center Operations</u>	Year To Date 9/30/2015	Year To Date 9/30/2015	Year To Date 9/30/2015	Year To Date 9/30/2015	Year to Date 9/30/2015
	<u>Speedway</u>	<u>Facilities</u>	<u>Grand Arena</u>	<u>General and Admin.</u>	<u>Totals</u>
Total revenues	\$ 150,605	\$ 136,691	\$ 214,138	\$ 2,294	\$ 503,728
Expenses:					
Direct Expo Center expenses	142,440	58,930	129,144		330,514
General and administrative expenses				255,675	255,675
Total direct Expo Center expenses	<u>142,440</u>	<u>58,930</u>	<u>129,144</u>	<u>255,675</u>	<u>586,189</u>
Net income (loss) from operations	<u>8,165</u>	<u>77,761</u>	<u>84,994</u>	<u>(253,381)</u>	<u>(82,461)</u>
Net income (loss) year to date	<u>\$ 8,165</u>	<u>\$ 77,761</u>	<u>\$ 84,994</u>	<u>\$ (253,381)</u>	<u>\$ (82,461)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

EXECUTIVE SUMMARY
FINANCIAL STATEMENTS
September 30, 2015

CRIA Capital Assets

In accordance with GASB 34, the Civic-Recreational-Industrial-Authority (referred to as "CRIA") is required to capitalize and depreciate their capital assets. The capital assets net of accumulated depreciation at September 30, 2015 amounted to \$8,769,709. This amount represents the cost of capital assets purchased or constructed over the years at the Industry Hills Expo Center and surrounding areas. No depreciation expense has been recorded in the statement of operations for the period ended September 30, 2015. It is the accounting policy of the CRIA to record annual depreciation expense subsequent to the completion of the June 30, 2015 annual audit.

Capital Projects Operations

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

At September 30, 2015, our financial statements reflect the following activity:

<u>Capital Projects Fund</u>	<u>Month Ended</u> <u>9/30/2015</u>	<u>Year To Date</u> <u>9/30/2015</u>	<u>Annual Budget</u> <u>2015-2016</u>
Total revenues	\$ <u>-</u>	\$ <u>104</u>	\$ <u>420</u>
Expenditures			
General and administrative expenses	<u>21,275</u>	<u>32,804</u>	<u>432,200</u>
Total expenses	<u>21,275</u>	<u>32,804</u>	<u>432,200</u>
Net loss	<u>\$ (21,275)</u>	<u>\$ (32,700)</u>	<u>\$ (431,780)</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

BALANCE SHEET
AS OF SEPTEMBER 30, 2015

			Capital Projects	Expo Center
ASSETS				
CURRENT ASSETS:				
	Cash and cash equivalents	\$	20,864	\$ 475,371
	Investments		146,145	-
	Accounts receivable, net		-	63,025
	Inventories		-	50,470
	Deposits		-	3,002
	Total current assets		167,009	591,868
	CAPITAL ASSETS, net			8,769,709
	Total assets	\$	167,009	\$ 9,361,577
LIABILITIES AND FUND EQUITY				
CURRENT LIABILITIES				
	Accounts payable	\$	-	\$ 82,760
	Sales tax payable		-	9,367
	Advance rental payments		-	89,607
	Security deposits		-	50,550
	Total current liabilities		-	232,284
FUND EQUITY:				
	Fund balance		167,009	9,129,293
	Total liabilities and fund equity	\$	167,009	\$ 9,361,577

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

STATEMENT OF OPERATIONS
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2015

	CAPITAL PROJECTS				EXPO CENTER				
	MONTH ENDED	YEAR TO DATE	2015-2016 ANNUAL	% OF ANNUAL	MONTH ENDED	YEAR TO DATE	2015-2016 ANNUAL	% OF ANNUAL	
	9/30/2015	9/30/2015	BUDGET	BUDGET	9/30/2015	9/30/2015	BUDGET	BUDGET	
REVENUES:									
Expo center revenues	\$ -	\$ -	\$ -		\$ 183,160	\$ 503,728	\$ 1,483,800	34%	
Other revenues	-	104	420	25%					
Total revenues	-	104	420	25%	183,160	503,728	1,483,800	34%	
EXPENDITURES:									
General and administrative expenses	21,275	32,804	432,200	8%	104,186	255,675	1,046,100	24%	
Operating expenses					91,578	330,514	985,000	34%	
Total expenses	21,275	32,804	432,200	8%	195,764	586,189	2,031,100	29%	
EXCESS OF EXPENDITURES OVER									
REVENUES	(21,275)	(32,700)	(431,780)	8%	(12,604)	(82,461)	(547,300)	15%	
OTHER FINANCING SOURCES									
	21,500	59,500	500,500	12%	48,500	145,500	582,000	25%	
EXCESS OF REVENUES AND OTHER FINANCING SOURCES									
OVER EXPENDITURES/(EXCESS OF EXPENDITURES OVER REVENUES AND OTHER FINANCING SOURCES)	225	26,800	\$ 68,720		35,896	63,039	\$ 34,700		
Fund balance, beginning	166,784	140,209			9,093,397	9,066,254			
Fund balance, ending	\$ 167,009	\$ 167,009			\$ 9,129,293	\$ 9,129,293			

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
STATEMENT OF CASH FLOWS
FOR THE THREE MONTHS ENDED SEPTEMBER 30,2015

				AMOUNT
CASH FLOWS FROM OPERATING ACTIVITIES				
	Net loss before transfers and other credits		\$	(82,461)
	Adjustments to reconcile net loss to net cash used			
	in operating activities:			
	Change in operating assets and liabilities			
	Accounts receivable			40,976
	Inventories			(3,921)
	Deposits			(2)
	Accounts payable			(17,823)
	Sales tax payable			5,511
	Advance rental payments			(18,919)
	Security deposits			(3,900)
	Net cash used in operating activities			(80,539)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
	Other financing sources			145,500
NET CHANGE IN CASH				64,961
	Cash at July 1, 2015			410,410
	Cash at September 30, 2015		\$	475,371

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2015

		MONTH ENDED	YEAR TO DATE	ANNUAL BUDGET	% OF ANNUAL
	Expo Center Operations	9/30/2015	9/30/2015	2015-2016	BUDGET
Revenues					
	Facilities rentals	\$ 25,639	\$ 69,483	\$ 255,500	27%
	Facilities rentals - bar sales	18,694	50,813	249,900	20%
	Facilities - security	3,597	11,233	43,400	26%
	Facilities - food	50	298	1,600	19%
	Facilities - insurance	1,000	3,100	8,800	35%
	Facilities - other	1	1,764	9,200	19%
	Grand Arena - special events rentals	11,650	23,695	107,700	22%
	Grand Arena - outdoor arena rentals	-	800	5,700	14%
	Grand Arena - show barn stall rentals	9,750	11,956	44,900	27%
	Grand Arena - shaving sales	729	2,279	15,900	14%
	Grand Arena - security	8,192	10,706	14,700	73%
	Grand Arena - trailer parking	2,275	3,950	9,800	40%
	Grand Arena - bar sales	76,382	97,351	179,200	54%
	Grand Arena - food	8,221	23,013	111,700	21%
	Grand Arena - feed sales	-	-	400	0%
	Grand Arena - other	16,292	40,388	110,000	37%
	Speedway - Merchandise	-	6,346	15,700	40%
	Speedway - Bar	-	37,597	70,800	53%
	Speedway - Prize Money	-	21,395	51,000	42%
	Speedway - General Admission	-	37,469	68,200	55%
	Speedway - Food	-	31,691	54,500	58%
	Speedway - Parking	-	12,825	22,900	56%
	Speedway - Other	220	3,282	24,800	13%
	G&A- Other	468	2,294	7,500	31%
	Total revenues	183,160	503,728	1,483,800	34%
Expo expenses					
	Cost of sales	19,529	41,722	128,700	32%
	Bar supplies	2,709	4,399	1,200	367%
	Promotional banquet	567	2,837	8,900	32%
	Feed	-	-	600	0%
	Contract labor/wages	33,084	90,470	225,200	40%
	Furniture/fixtures & equipment	776	1,333	2,200	61%
	Miscellaneous	2,565	8,129	41,400	20%
	Promotional	921	29,178	51,500	57%
	Property maintenance	755	1,499	17,400	9%
	Repairs and maintenance	-	-	100	0%
	RV/Vendor spaces	-	-	12,600	0%
	Security - Grand Arena	9,546	16,556	34,200	48%
	Security - Facilities	3,792	10,403	186,400	6%
	Security - Speedway	877	7,790	18,500	42%
	Shavings	419	1,074	12,000	9%
	Supplies	2,547	18,351	48,400	38%
	Equipment rental	70	283	900	31%
	Special event concessions	4,014	8,321	53,900	15%
	Speedway- Merchandise	-	-	8,900	0%
	Speedway- Insurance	1,300	17,665	19,900	89%
	Speedway - Prize money	-	32,628	43,400	75%
	Speedway- Outside services	8,107	37,876	68,700	55%
	Total Expo expenses	91,578	330,514	985,000	34%
Operating income before direct					
	G & A and CRIA indirect expenses	91,582	173,214	498,800	35%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2015

	MONTH ENDED	YEAR TO DATE	ANNUAL BUDGET	% OF ANNUAL BUDGET
	9/30/2015	9/30/2015	2015-2016	
<u>Expo Center Operations</u>				
Direct general and administrative expenses				
Office supplies	-	326	5,900	6%
Travel and meetings	303	1,034	5,400	19%
Dues, subscriptions, books, etc.	-	395	900	44%
Equipment rental/lease	329	976	2,500	39%
Furniture/fixtures & equipment	578	578	3,800	15%
Legal advertising/printing	-	-	300	0%
Telephone	2,286	5,469	17,100	32%
Postage	1,483	1,542	7,600	20%
Miscellaneous	594	2,917	8,800	33%
Professional services	9,090	30,813	134,900	23%
Repairs and equipment	3,665	10,305	10,700	96%
Vehicle expenses	8,048	10,362	35,700	29%
Insurance and bonds		(2,700)	12,100	-22%
Supplies	3,500	8,983	44,200	20%
Contract labor/administrative wages	29,958	90,889	426,600	21%
Property maintenance	17,642	39,298	167,900	23%
Utilities	26,710	54,488	161,700	34%
Total direct general and administrative expenses	104,186	255,675	1,046,100	24%
Expo Center operating income (loss)	\$ (12,604)	\$ (82,461)	\$ (547,300)	15%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY
CITY OF INDUSTRY

Schedule 2

CAPITAL PROJECTS
SCHEDULE OF REVENUES AND EXPENDITURES
FOR THE MONTH AND YEAR TO DATE ENDED SEPTEMBER 30, 2015

		MONTH ENDED 9/30/2015	YEAR TO DATE 9/30/2015	ANNUAL BUDGET 2015-2016	% OF ANNUAL BUDGET
REVENUES					
	Other revenues	\$ -	\$ 104	\$ 420	25%
GENERAL AND ADMINISTRATIVE EXPENSES					
	Salaries - board	2,726	8,177	37,800	22%
	Payroll taxes	210	626	2,900	22%
	Miscellaneous	17	49	600	8%
	Legal	-	-	70,900	0%
	Professional services	-	-	8,800	0%
	Accounting	46	137	31,900	0%
	Audit services	-	-	10,300	0%
	Vehicle expenses	552	552	-	0%
	General engineering	6542	10119	45,200	22%
	Property maintenance	11182	13144	178,200	7%
	Insurance and bonds	-	-	45,600	0%
	Total general and administrative expenses	21,275	32,804	432,200	8%
EXCESS OF EXPENDITURES OVER					
	REVENUES	\$ (21,275)	\$ (32,700)	\$ (431,780)	8%

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.4

Memorandum

To: Paul Phillips, Executive Director
Civic-Recreational-Industrial-Authority

From: Carol Perez, Operation Manager
Industry Hills Expo Center

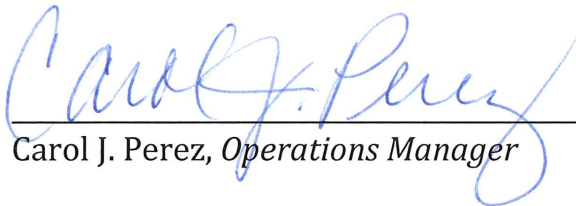
Re: Flexible Rental Rate

Date: November 3, 2015

Mr. Phillips –

Industry Hills Expo Center is requesting that the CRIA board consider adjusting the banquet rental rates to allow for discounted rates on alternate days from the most popular day, Saturday. The rate flexibility will allow us to book more events and more fully utilize the existing facilities, which will result in increased revenue from rentals and related beverage sales.

I recommend the CRIA Board consider and approve the flexible rental rate schedule.


Carol J. Perez, Operations Manager

11-3-15
Dated

**Industry Hills Expo Center
November 2015
Flexible Rental Rate Schedule**

Venue	Variable Costs	Current Rates		Proposed Rates		
		Fri. - Sun.	Mon. - Thurs.	Saturday	Sun. - Fri.	Flex-Floor
Avalon Room	\$ 179	\$ 1,300	\$ 1,100	\$ 1,300	\$ 900	\$ 700
Pavillion Banquet Room						
300-350 guests	524	4,600	3,100	4,600	3,100	2,200
350-400 guests	524	4,700	3,200	4,700	3,200	2,300
400-450 guests	524	4,800	3,300	4,800	3,300	2,400
450-500 guests	524	4,900	3,400	4,900	3,400	2,500
Gazebo and related area						
Pictures only	nil	\$100/ hr.	\$100/ hr.	\$100/ hr.	\$100/ hr.	\$100/ hr.
Ceremony site only at specified times	38	450	450	450	450	450
Ceremony w/ rental of any banquet venue	38	250	250	250	250	250

Variable costs are based on a study dated February 2015, increased by 10% to provide for expected increase in January 2016 for cost of security, and an estimated increase for other expenses. They are standard and include all charges. There are no ancillary charges for these events, unless customer requests something out of the ordinary. Expo Center sells beverages at Avalon & Pavillion events and retains all profits.

Expo Center General Manager will direct sales staff to rent the above facilities at the Proposed Rates, and will not communicate the Flex-Floor amount with any Expo Center Staff. The Flex-Floor will only be used by the General Manager at her discretion, and as a bottom threshold amount in renting the facility, if necessary.