
Civic-Recreational-Industrial Authority



Regular Meeting Agenda
March 13, 2024

9:00 a.m.

Chairman Eric Benavidez
V. Chairman Ronald Whittemore
Board Member Sean Lee
Board Member Bob Lindsey
Board Member Ronald McPeak

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

< **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 one-minute time limit per person for any matter listed on the Agenda. Anyone wishing to speak to the Authority is asked to complete a Speaker's Card which can be found at the back of the room and at each podium. The completed card should be submitted to the City Clerk prior to the Agenda item being called and prior to the individual being heard by the Authority.

< **Public Comments (Non-Agenda Items):** Anyone wishing to address the Authority on an item not on the Agenda may do so during the "Public Comments" period. In order to conduct a timely meeting, there will be a one-minute time limit per person for the Public Comments portion of the Agenda. State law prohibits the Authority from taking action on a specific item unless it appears on the posted Agenda. Anyone wishing to speak to the Authority is asked to complete a Speaker's Card which can be found at the back of the room and at each podium. The completed card should be submitted to the City Clerk prior to the Agenda item being called by the City Clerk and prior to the individual being heard by the Authority.

At the time of publication, no Board Member intends to take part in the meeting remotely under the provisions of AB 2449. Should that change between the time of publication and the start of the meeting, a live webcasting of the meeting will be accessible via the link, meeting ID, and meeting passcode listed below. Whenever possible, an announcement will be made at the start of the meeting via the live webcast to confirm whether or not a Board Member will join remotely. If they will not be joining remotely, then the live webcast will terminate after the announcement.

www.microsoft.com/microsoft-teams/join-a-meeting

Meeting ID: 227 746 786 349

Passcode: 9EJeGH

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 657-204-3264](tel:+16572043264)

Phone Conference ID: 278 848 887#

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 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., Friday 8:00 a.m. to 4:00 p.m. Any person with a question concerning any agenda item may call the City Clerk's Office at (626) 333-2211.

1. Call to Order
2. Flag Salute
3. AB 2449 Vote on Emergency Circumstances (if necessary)
4. Roll Call
5. Presentations - CRIA Milestone Recognition
6. **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.

- 6.1 Consideration of the Register of Demands submitted by the Finance Department for March 13, 2024

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

- 6.2 Consideration of the Register of Demands submitted by CNC Equestrian Management Services for the Industry Hills Expo Center for January 2024

RECOMMENDED ACTION: *Receive and file.*

- 6.3 Consideration of the minutes of the February 7, 2024 special meeting

RECOMMENDED ACTION: *Approve as submitted.*

- 6.4 Consideration of a Professional Services Agreement with KDM Meridian to provide record of survey at the Expo Center and Industry Hills, in an amount not-to-exceed \$75,000.00, through June 30, 2025

RECOMMENDED ACTION: *Approve the Agreement.*

7. **ACTION ITEMS**

- 7.1 Presentation and discussion regarding the Civic-Recreational-Industrial Authority's Financial Report for January 31, 2024

RECOMMENDED ACTION: *Receive and file the report.*

7.2 Update on the Expo Center

RECOMMENDED ACTION:

Receive and file.

8. **PUBLIC HEARING-NONE**

9. **CLOSED SESSION-NONE**

10. **EXECUTIVE DIRECTOR COMMUNICATIONS**

11. **AB 1234 REPORTS**

12. **BOARD MEMBER COMMUNICATIONS**

13. **PUBLIC COMMENTS**

14. Adjournment. Next regular meeting: Wednesday, April 10, 2024, at 9:00 a.m.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.1

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting March 13, 2024

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
121	CRIA - CAPITAL IMPROVEMENT	35,324.91
360	INDUSTRY HILLS EXPO OPERATING ACCOUNT	200,901.56
TOTAL ALL FUNDS		236,226.47

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
WFCK	WELLS FARGO CHECKING	236,226.47
TOTAL ALL BANKS		236,226.47

APPROVED PER EXECUTIVE DIRECTOR



DATE

3/7/2024

Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2024

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
11879	02/14/2024		VALLEY VISTA SERVICES, INC	\$450.00
	Invoice	Date	Description	Amount
	605424	02/01/2024	IH RODEO STORAGE BOXES FEB 2024	\$450.00
11880	03/13/2024		AL'S MECHANICAL INC.	\$405.00
	Invoice	Date	Description	Amount
	3564	04/21/2023	REPAIR PRESSURE VALVE FOR ICE MACHINE-AVALON	\$405.00
11881	03/13/2024		ANNEALTA GROUP	\$80.00
	Invoice	Date	Description	Amount
	3114	02/14/2024	16200 TEMPLE AVE	\$80.00
11882	03/13/2024		CASC ENGINEERING AND CONSULTIN	\$8,904.00
	Invoice	Date	Description	Amount
	0050643	01/31/2024	MND FOR EXPO CNTR BANQUET FACILITY	\$8,904.00
11883	03/13/2024		CASSO & SPARKS, LLP	\$4,158.00
	Invoice	Date	Description	Amount
	20908	02/12/2024	JULY 2023-JAN 2024 LEGAL SVC-CRIA	\$4,158.00
11884	03/13/2024		CINTAS CORPORATION LOC 693	\$264.00
	Invoice	Date	Description	Amount
	9258048228	02/01/2024	LEASE FEE FOE AED MACHINE-EXPO CNTR	\$132.00
	9261954332	03/01/2024	LEASE FEE FOR AED MACHINE-EXPO CENTER MAR 20	\$132.00
11885	03/13/2024		CITY OF INDUSTRY	\$753.73

Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2024

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
	Invoice	Date	Description	Amount
	2024-00000039	01/31/2024	January 2024 Fuel Costs for Expo Center Vehicles & Equipr	\$753.73
11886	03/13/2024		CNC ENGINEERING	\$29,268.75
	Invoice	Date	Description	Amount
	509734	02/29/2024	EXPO CNTR-STANDARDS OF FACILITY MAINT	\$17,393.75
	509728	02/29/2024	EXPO CENTER PATIO CAFE IMPROVEMENTS	\$360.00
	509727	02/29/2024	MISC DRAINAGE IMPROVEMENTS-AVALON BLDG	\$240.00
	509726	02/29/2024	EXPO CNTR IT INFRASTRUCTURE UPGRADES	\$2,307.50
	509725	02/29/2024	NEW BANQUET FACILITY @ EXPO CENTER	\$4,282.50
	509724	02/29/2024	EXPO CENTER AUDIO/VIDEO UPGRADES	\$2,380.00
	509723	02/29/2024	AVALON ROOM IMPROVEMENTS	\$2,305.00
11887	03/13/2024		CRIA-EQUESTRIAN CENTER	\$50,000.00
	Invoice	Date	Description	Amount
	JAN-24	02/27/2024	REIMBURSEMENT FOR JANUARY 2024 OPERATING COS	\$50,000.00
11888	03/13/2024		CRIA-PAYROLL ACCOUNT	\$4,000.00
	Invoice	Date	Description	Amount
	FEB-24	02/06/2024	REPLENISH PAYROLL ACCT FOR FEB 2024	\$4,000.00
11889	03/13/2024		ELEVATE PUBLIC AFFAIRS, LLC	\$6,000.00
	Invoice	Date	Description	Amount
	3672	02/12/2024	PROFESSIONAL SVC-JAN 2024	\$6,000.00
11890	03/13/2024		FRAZER, LLP	\$3,363.00

Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2024

Check	Date		Payee Name	Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
	Invoice	Date	Description	Amount
	186870	01/31/2024	PROFESSIONAL SVC'S-JAN 2024	\$3,363.00
11891	03/13/2024		GEO-ADVANTEC, INC.	\$4,500.00
	Invoice	Date	Description	Amount
	3862R	11/22/2023	DRILLING & GEOTECHNICAL SVC'S-BANQUET @ EXPO	\$4,500.00
11892	03/13/2024		IDS GROUP, INC.	\$9,256.41
	Invoice	Date	Description	Amount
	20X47.00-18	01/31/2024	FIRE ALARM SYSTEM DESIGN-EXPO CENTER	\$9,256.41
11893	03/13/2024		INDUSTRY SECURITY SERVICES	\$61,473.32
	Invoice	Date	Description	Amount
	978	01/26/2024	1/19-1/25/24 SECURITY SVC-EXPO CNTR	\$12,019.29
	960	01/19/2024	1/12-1/18/24 SECURITY SVC-EXPO CNTR	\$12,737.07
	1023	02/16/2024	2/9-2/15/24 SECURITY SVC-EXPO CNTR	\$12,003.65
	1009	02/09/2024	2/2-2/8/24 SECURITY SVC-EXPO CNTR	\$11,951.08
	1042	02/23/2024	2/16-2/22/24 SVC-SECURITY SVC-EXPO CENTER	\$12,762.23
11894	03/13/2024		JANUS PEST MANAGEMENT	\$740.00
	Invoice	Date	Description	Amount
	267135	01/05/2024	PEST SVC-EXPO CNTR DEC 2023	\$185.00
	265093	11/03/2023	PEST SVC-EXPO CNTR OCT 2023	\$185.00
	266131	12/06/2023	PEST SVC-EXPO CNTR NOV 2023	\$185.00
	268062	02/05/2024	PEST SVC-EXPO CNTR JAN 2024	\$185.00

Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2024

Check	Date	Payee Name		Check Amount
CRIA.WF.CHK - CRIA Wells Fargo Checking				
11895	03/13/2024	MORTISE & TENON BUILDING CORP		\$14,483.75
	Invoice	Date	Description	Amount
	156250189	02/02/2024	REPAIRS INTERIOR OF SHAVINGS OFFICE @ EXPO CN	\$6,984.79
	156250192	02/11/2024	REPAIR EXTERIOR WOOD PANELS-PAVILLION	\$7,498.96
11896	03/13/2024	ROGERS, ANDERSON, MALODY & SCC		\$2,500.00
	Invoice	Date	Description	Amount
	74347	01/31/2024	CRIA AUDIT SVC-FY 22/23	\$2,500.00
11897	03/13/2024	SAN GABRIEL VALLEY CONSERVATIO		\$19,504.00
	Invoice	Date	Description	Amount
	20240119 COI	02/01/2024	LANDSCAPE SVC-TRAIL MAINT	\$19,504.00
11898	03/13/2024	SANITATION DISTRICTS OF LOS ANGE		\$14,963.01
	Invoice	Date	Description	Amount
	8247013908-023	02/14/2024	WASTEWATER SVC FY-23/24 CRIA	\$14,963.01
11899	03/13/2024	VALLEY VISTA SERVICES, INC		\$450.00
	Invoice	Date	Description	Amount
	000605424	02/01/2024	IH RODEO STORAGE BOXES-FEB 2024	\$450.00
11900	03/13/2024	VENEKLASEN ASSOCIATES, INC.		\$709.50
	Invoice	Date	Description	Amount
	73626	01/31/2024	DESIGN SVC-EXPO CNTR GRAND ARENA A/V UPGRAD	\$709.50

Civic-Recreational-Industrial Authority
Board Meeting
March 13, 2024

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

Checks	Status	Count	Transaction Amount
		22	\$236,226.47

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.2

CRIA CHECK REGISTER
JANUARY
2024

Industry Hills Expo Center - Check Register

DATE	CHECK #	PAYEE	AMOUNT	DETAILS
01/02/2024	18128	CINTAS	\$1,581.96	MATS, MOPS AND UNIFORMS
01/02/2024	18129	CNC EQUESTRIAN MANAGEMENT	\$28,732.60	CONTRACT LABOR. FACILITY MAINT.NOV/DEC
01/02/2024	18130	HOME DEPOT	\$732.38	PROPERTY MAINT. SUPPLIES EXPENSE
01/02/2024	18131	OFFICE DEPOT	\$23.09	OFFICE SUPPLIES EXPENSE
01/02/2024	18132	PITNEY BOWES-PURCHASE POWER	\$44.49	POSTAGE EXPENSE
01/02/2024	18133	VALLEY VISTA SERVICES	\$1,259.37	3 YD FRT LOAD SERVICE.
01/02/2024	18134	AR-122323 BELINDA HERRERA	\$400.00	SECURITY DEPOSIT REFUND
01/02/2024	18135	PAV-121723 SUSAN ROBERTS	\$700.00	SECURITY DEPOSIT REFUND
01/02/2024	18136	AR-123023 MARIA G. LORENZO	\$400.00	SECURITY DEPOSIT REFUND
01/02/2024	18137	PAV-123023 MONICA CORONA	\$700.00	SECURITY DEPOSIT REFUND
01/09/2024	18138	CINTAS	\$790.98	MATS, MOPS AND UNIFORMS
01/09/2024	18139	FRONTIER COMMUNICATIONS	\$175.98	HIGH SPEED WIRELESS INTERNET SERVICE
01/09/2024	18140	INDUSTRY SECURITY SERVICES, INC.	\$1,150.80	EVENT SECURITY SERVICES
01/09/2024	18141	JANUS PEST MANAGEMENT, INC.	\$844.00	PEST CONTROL
01/09/2024	18142	OFFICE DEPOT	\$187.74	OFFICE SUPPLIES EXPENSE
01/09/2024	18143	OS4 LABOR	\$2,721.18	CONTRACT LABOR BANQUETS/ADMIN WE 1224 & 123123
01/09/2024	18144	REPUBLIC NATIONAL DISTRIBUTING COMPANY	\$536.72	BEVERAGE ORDER/ALC. INVENTORY
01/09/2024	18145	SATSUMA LANDSCAPE	\$8,966.16	MONTHLY LANDSCAPE MAINT.-DEC
01/09/2024	18146	SOCAL INDUSTRIES	\$366.83	EQUIPMENT RENTAL-ARENA EVNTS
01/09/2024	18147	SPARKLETTS	\$138.41	WATER AND WATER COOLER RENTAL FOR OFFICE
01/09/2024	18148	SYSCO	\$746.19	BEV. ORDER, PAPER AND PLASTIC SUPPLIES/ALC. INV.
01/15/2024	18149	VOID CHECK	\$0.00	DATA ENTRY ERROR
01/16/2024	18150	INDUSTRIAL PIPE & STEEL, LLC	\$964.58	PROPERTY MAINT. SUPPLIES EXRP.
01/16/2024	18151	INDUSTRY SECURITY SERVICES, INC.	\$3,054.62	EVENT SECURITY SERVICES
01/16/2024	18152	JANUS PEST MANAGEMENT, INC.	\$470.00	PEST CONTROL
01/16/2024	18153	OFFICE DEPOT	\$30.00	OFFICE SUPPLIES EXPENSE
01/16/2024	18154	OS4 LABOR	\$832.99	CONTRACT LABOR BANQUETS/ADMIN WE 010724
01/16/2024	18155	ROGERS,CLEM & CO.	\$2,200.00	ACCT'G AND CONSULTING SERVICES-DEC.
01/16/2024	18156	SO CAL GAS	\$15.29	MONTHLY UTILITY EXP.
01/16/2024	18157	SOUTHERN CALIFORNIA EDISON	\$12,643.57	MONTHLY UTILITY EXP.
01/16/2024	18158	STAPLES Business Advantage	\$63.26	OFFICE SUPPLIES EXPENSE
01/16/2024	18159	THE FLY GUY	\$446.58	FLY ABATEMENT MATERIALS
01/22/2024	18160	CNC EQUESTRIAN MANAGEMENT	\$15,000.00	MONTHLY MANAGEMENT FEE
01/22/2024	18161	CNC EQUESTRIAN MANAGEMENT	\$28,426.32	CONTRACT LABOR-MONTHLY SALARIES EXPO/FEB.
01/22/2024	18162	CNC EQUESTRIAN MANAGEMENT	\$2,913.21	REIMBURSE FOR CC PURCHASES.
01/22/2024	18163	CINTAS	\$790.98	MATS, MOPS AND UNIFORMS
01/22/2024	18164	FRONTIER COMMUNICATIONS	\$735.01	ONTHLY PHONE SERVICE-OFFICE
01/22/2024	18165	JANUS PEST MANAGEMENT, INC.	\$659.00	PEST CONTROL
01/22/2024	18166	OS4 LABOR	\$1,197.09	CONTRACT LABOR BANQUETS/ADMIN WE 011424

CRIA CHECK REGISTER
JANUARY
2024

Industry Hills Expo Center - Check Register

DATE	CHECK #	PAYEE	AMOUNT	DETAILS
01/22/2024	18167	VOID CHECK	\$0.00	PRINTER FEED ERROR
01/22/2024	18168	VALLEY VISTA SERVICES	\$3,805.60	ROLL OFF AND DUMP FEES
01/23/2024	18169	MA-1007TBD(resch) ACORN ENGI. PICNIC	\$600.00	SECURITY DEPOSIT REFUND
01/23/2024	18170	PAV-011224 ROSALIA ESCALANTE	\$700.00	SECURITY DEPOSIT REFUND
01/24/2024	18171	California Dept. of Tax and Fee Admin.	\$3,563.00	SALES TAX PAYMENT-DEC.
01/24/2024	18172	INDUSTRY SECURITY SERVICES, INC.	\$834.33	EVENT SECURITY SERVICES
01/24/2024	18173	NJP SPORTS INC.	\$3,081.49	REPLACE DAMAGED SHADE SCREEN AT GRAND ARENA
01/24/2024	18174	PCR CASH	\$2,064.56	REPLENISH PETTY CASH JAN/FEB RECEIPTS
01/26/2024	18175	MA-102823 BATTLEGROUNDS EVENTS	\$434.08	SECURITY DEPOSIT REFUND
01/26/2024	18176	THE FLY GUY	\$1,784.63	FLY ABATEMENT MATERIALS
01/30/2024	18177	SPARKLETTES	\$86.95	WATER AND WATER COOLER RENTAL FOR OFFICE
01/31/2024	18178	CINTAS	\$1,605.24	MATS, MOPS AND UNIFORMS
01/31/2024	18179	JANUS PEST MANAGEMENT, INC.	\$90.00	PEST CONTROL
01/31/2024	18180	OFFICE DEPOT	\$307.66	OFFICE SUPPLIES EXPENSE
01/31/2024	18181	OS4 LABOR	\$1,887.59	CONTRACT LABOR BANQUETS/ADMIN 012124
01/31/2024	18182	RANCHO JANITORIAL SUPPLIES	\$1,226.26	PAPER AND CLEANING SUPPLIES
01/31/2024	18183	AR-012724 ALEJANDRA GIAMMONA	\$400.00	SECURITY DEPOSIT REFUND
01/31/2024	18184	PAV-012724 LILIANA SARMIENTO	\$700.00	SECURITY DEPOSIT REFUND
01/31/2024	18186	HOME DEPOT	\$1,141.36	PROPERTY MAINT. SUPPLIES EXPENSE
01/31/2024	18187	INDUSTRY SECURITY SERVICES, INC.	\$4,329.89	EVENT SECURITY SERVICES
01/31/2024	18188	JUAN LOPEZ	\$4,001.25	IT SYSTEM SUPPORT & CONSULTING SERVICES
01/31/2024	18189	MRC SMART TECHNOLOGY SOLUTIONS	\$306.82	XEROX COLOR COPIES EXPENSE/OCT-DEC.
01/31/2024	18190	PAV-012024 Alma Carranza	\$700.00	SECURITY DEPOSIT REFUND
01/31/2024	18191	MA-122823 TJARKS KEESHOND	\$185.00	SECURITY DEPOSIT REFUND
TOTAL			155,477.09	

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.3

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 7, 2024
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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 Eric Benavidez at 9:02 a.m., in the City of Industry Council Chamber, 15651 Mayor Dave Way, California.

FLAG SALUTE

The flag salute was led by Chairman Benavidez.

AB 2449 VOTE ON EMERGENCY CIRCUMSTANCES (IF NECESSARY)

There was no need for AB 2449 vote since there were no Board Members taking part remotely. The webcast was then terminated.

ROLL CALL

PRESENT: Eric Benavidez, Chairman
Ronald Whittemore, Vice Chairman
Bob Lindsey, Board Member

ABSENT: Sean Lee, Board Member
Ronald McPeak, Board Member

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant Executive Director; James M. Casso, General Counsel; Cory Moss, Expo Facility Ops Manager; and Julie Gutierrez-Robles, Secretary.

PRESENTATIONS

There were none.

CONSENT CALENDAR

6.1 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE FINANCE DEPARTMENT FOR FEBRUARY 7, 2024

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

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRUARY 7, 2024
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**6.2 CONSIDERATION OF THE MINUTES OF THE DECEMBER 13, 2023
REGULAR MEETING AND THE JANUARY 10, 2024 REGULAR MEETING**

RECOMMENDED ACTION:

Approve as submitted.

**6.3 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY CNC
EQUESTRIAN MANAGEMENT SERVICES FOR THE INDUSTRY HILLS EXPO
CENTER FOR DECEMBER 2023**

RECOMMENDED ACTION:

Receive and file.

A handout was provided for Item No. 6.3.

Chairman Benavidez asked if there were any comments or questions. There were none.

MOTION BY BOARD MEMBER LINDSEY, AND SECOND BY VICE CHAIRMAN WHITTEMORE TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	LINDSEY, V/C WHITTEMORE, C/BENAVIDEZ
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	LEE, MCPEAK
ABSTAIN:	BOARD MEMBERS:	NONE

ACTION ITEMS

7.1 CONSIDERATION OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH ALLIANCE PROJECT, INC. TO PROVIDE BUILDING COMMISSIONING SERVICES FOR THE PROPOSED NEW BANQUET FACILITY AT THE EXPO CENTER EXTENDING THE TERM THROUGH DECEMBER 31, 2025, REVISING THE SCOPE OF SERVICES, INCREASING COMPENSATION BY \$6,000.00, AND UPDATING THE ADDRESS FOR CRIA (MP 01-34 #35)

RECOMMENDED ACTION:

Approve the Amendment.

Director of Engineering James Cramsie, from CNC Engineering, provided a staff report and was available to answer any questions.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRURY 7, 2024
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Chairman Benavidez asked if there were any comments or questions. There were none.

MOTION BY VICE CHAIR WHITTEMORE, AND SECOND BY BOARD MEMBER LINDSEY TO APPROVE THE AMENDMENT. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	LINDSEY, V/C WHITTEMORE, C/BENAVIDEZ
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	LEE, MCPEAK
ABSTAIN:	BOARD MEMBERS:	NONE

7.2 PRESENTATION AND DISCUSSION REGARDING THE CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY'S FINANCIAL REPORT FOR DECEMBER 31, 2023

RECOMMENDED ACTION: *Receive and file the report.*

Dean Yamagata from Frazier, LLP provided a staff report regarding the Financial Report for December 31, 2023 and was available to answer any questions.

Chairman Benavidez asked if there were any comments or questions. There were none.

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

AYES:	BOARD MEMBERS:	LINDSEY, V/C WHITTEMORE, C/BENAVIDEZ
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	LEE, MCPEAK
ABSTAIN:	BOARD MEMBERS:	NONE

7.3 UPDATE ON THE EXPO CENTER

RECOMMENDED ACTION: *Receive and file.*

Expo Facility Ops Manager, Cory Moss, provided a staff report along with a handout and was available to answer any questions.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
FEBRURY 7, 2024
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Chairman Benavidez asked if there were any comments or questions. There were none.

MOTION BY VICE CHAIRMAN WHITTEMORE AND SECOND BY CHAIRMAN BENAVIDEZ TO RECEIVE AND FILE. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	LINDSEY, V/C WHITTEMORE, C/BENAVIDEZ
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	LEE, MCPEAK
ABSTAIN:	BOARD MEMBERS:	NONE

PUBLIC HEARING - NONE

CLOSED SESSION - NONE

EXECUTIVE DIRECTOR COMMUNICATIONS

Executive Director, Josh Nelson thanked everyone for being here today.

AB 1234 REPORTS

There were none.

BOARD MEMBER COMMUNICATIONS

Chairman Eric Benavidez said thank you for the new shirts, they are fabulous.

ADJOURNMENT

There being no further business, the Civic-Recreational-Industrial Authority adjourned at 9:18 a.m.

Eric Benavidez, Chairman

Julie Gutierrez-Robles, Secretary

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 6.4



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY MEMORANDUM

TO: Honorable Chair and Members of the Board
FROM: Joshua Nelson, Executive Director
STAFF: Mathew Hudson, Engineering Manager; Teddy Ohana, Director of Survey, CNC Engineering
DATE: 03/13/2024
SUBJECT: Consideration of a Professional Services Agreement with KDM Meridian to provide record of survey at the Expo Center and Industry Hills, in an amount not-to-exceed \$75,000.00, through June 30, 2025

BACKGROUND

In an effort to analyze and reconfigure the parcel lines throughout Industry Hills and the Expo Center, establishing a record of survey is required. Staff are seeking a qualified consultant to provide professional land survey services to assist with the preparation of a record of survey to re-establish the boundary of the City-owned parcels that comprise the Expo Center and Industry Hills sites. The scope of work includes reviewing preliminary title reports, performing research on the intended external boundary, including discussions with Staff prior to beginning field reconnaissance, and completing the boundary survey, preparation of and recordation of a record of survey.

DISCUSSION

Staff received three (3) proposals from the following professional land survey firms:

1. KDM Meridian - \$75,000.00
2. Hunsaker and Associates - \$95,000.00
3. Johnson and Frank - \$200,000.00

After review, Staff determined that KDM Meridian ("KDM") is the best qualified to perform the work. Staff recommends a Professional Services Agreement with KDM through June 30, 2025 to complete the record of survey, for an amount not to exceed \$75,000.00.

FISCAL IMPACT

The fiscal impact is \$75,000.00. In the adopted fiscal year 2023-2024 General Fund budget, \$175,000.00 is approved for this work (Account No. 360-800-5120.01) (MP 01-34).

RECOMMENDATION

It is recommended that the Board approve the Professional Services Agreement with KDM.

Attachments

- A. Professional Services Agreement with KDM Meridian dated March 13, 2024

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
PROFESSIONAL SERVICES AGREEMENT

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”), is made and effective as of March 13, 2024 (“Effective Date”), between the Civic-Recreational-Industrial Authority, a public body (“CRIA”), and KDM Meridian, a California corporation (“Consultant”). CRIA and Consultant are hereinafter collectively referred to as the “Parties”.

RECITALS

WHEREAS, CRIA desires to engage Consultant to perform the services described herein, and Consultant desires to perform such services in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, CRIA and Consultant agree as follows:

1. TERM

This Agreement shall commence on the Effective Date, and shall remain and continue in effect until tasks described herein are completed, but in no event later than June 30, 2025, unless sooner terminated pursuant to the provisions of this Agreement.

2. SERVICES

(a) Consultant shall perform the tasks (“Services”) described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. (“Scope of Services”). Tasks other than those specifically described in the Scope of Services shall not be performed without prior written approval of CRIA. The Services shall be performed by Consultant, unless prior written approval is first obtained from CRIA. In the event of conflict or inconsistency between the terms of this Agreement and Exhibit A, the terms of this Agreement shall prevail.

(b) CRIA shall have the right to request, in writing, changes to the Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

(c) Consultant shall perform all Services in a manner reasonably satisfactory to CRIA and in a first-class manner in conformance with the standards of quality normally observed by an entity providing professional land survey services, serving a public body.

(d) Consultant shall comply with all applicable federal, state, and local laws, regulations and ordinances in the performance of this Agreement, including but not limited to, the conflict of interest provisions of Government Code Section 1090 and the

Political Reform Act (Government Code Section 81000 *et seq.*). During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working on the Effective Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute or law; and (ii) CRIA has not consented in writing to Consultant's performance of such work. No officer or employee of CRIA shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.* Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of CRIA. If Consultant was an employee, agent, appointee, or official of CRIA in the previous twelve (12) months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code §1090 *et. seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for Services performed pursuant to this Agreement, and Consultant will be required to reimburse CRIA for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

(e) Consultant represents that it has, or will secure at its own expense, all licensed personnel required to perform the Services. All Services shall be performed by Consultant or under its supervision, and all personnel engaged in the Services shall be qualified and licensed to perform such services.

3. MANAGEMENT

CRIA Executive Director shall represent CRIA in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Consultant, but shall have no authority to modify the Services or the compensation due to Consultant.

4. PAYMENT

(a) 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 Seventy Five Thousand Dollars (\$75,000.00) for the total Term of the Agreement unless additional payment is approved as provided in this Agreement.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by CRIA. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by CRIA and Consultant at the time CRIA's written authorization is given to Consultant for the performance of said services.

(c) Consultant shall submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If CRIA disputes any of Consultant's fees it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within 45 days of receipt of an invoice therefore.

5. SUSPENSION OR TERMINATION OF AGREEMENT

(a) CRIA may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If CRIA suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, CRIA shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to CRIA. Upon termination of the Agreement pursuant to this Section, the Consultant shall submit an invoice to CRIA pursuant to Section 5 of this Agreement.

6. OWNERSHIP OF DOCUMENTS

(a) Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by CRIA that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of CRIA or its designees at reasonable times to review such books and records; shall give CRIA the right to examine and audit said books and records; shall permit CRIA to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of CRIA and may be used, reused, or otherwise disposed of by CRIA without the permission of the Consultant. With respect to computer files, Consultant shall make available to CRIA, at the Consultant's office, and upon reasonable written request by CRIA, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Consultant hereby grants to CRIA all right, title, and interest, including any

copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Consultant in the course of providing the services under this Agreement. All reports, documents, or other written material developed by Consultant in the performance of the Services pursuant to this Agreement, shall be and remain the property of CRIA.

7. INDEMNIFICATION

(a) Indemnity for professional liability

When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless CRIA and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

(b) Indemnity other than for professional liability

Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless CRIA, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or agency for which Consultant is legally liable, including but not limited to officers, agents, employees or subconsultants of Consultant.

(c) Duty to defend.

In the event CRIA, its officers, employees, agents and/or volunteers are made a party to any action, claim, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this Agreement, and upon demand by CRIA, Consultant shall have an immediate duty to defend CRIA at Consultant's cost or at CRIA's option, to reimburse CRIA for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters.

Payment by CRIA is not a condition precedent to enforcement of this indemnity. In the event of any dispute between Consultant and CRIA, as to whether liability arises from the sole negligence of CRIA or its officers, employees, or agents, Consultant will be obligated to pay for CRIA's defense until such time as a final judgment has been entered adjudicating CRIA as solely negligent. Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.

8. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit B attached hereto and incorporated herein by reference.

9. INDEPENDENT CONSULTANT

(a) Consultant is and shall at all times remain as to CRIA a wholly independent Consultant and/or independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultants exclusive direction and control. Neither CRIA nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of CRIA. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against CRIA, or bind CRIA in any manner.

(b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, CRIA shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for CRIA. CRIA shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

(c) Consultant shall indemnify, defend and hold harmless, CRIA, its elected officials, officers, employees and agents, from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including contributions to any retirement and/or pension plan, legal counsel fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, Consultant's or by any individual or agency for which Consultant is legally liable, including but not limited to officers, agents, employees or subconsultants of Consultant, service as an independent contractor. The indemnity provisions set forth in this Section 9 shall survive the termination of this Agreement, and are in addition to any other rights or remedies CRIA may have under the law.

10. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. CRIA, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

11. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of CRIA in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of CRIA has or will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling CRIA to any and all remedies at law or in equity.

12. NO BENEFIT TO ARISE TO LOCAL OFFICERS AND EMPLOYEES

No member, officer, or employee of CRIA, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

13. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without CRIA's prior written authorization. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from CRIA, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within CRIA, unless otherwise required by law or court order. (b) Consultant shall promptly notify CRIA should Consultant, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within CRIA, unless Consultant is prohibited by law from informing CRIA of such Discovery, court order or subpoena. CRIA retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless CRIA is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Consultant in such proceeding, Consultant agrees to cooperate fully with CRIA and to provide the opportunity to review any response to discovery requests provided by Consultant. However, CRIA's right to review any such response does not imply or mean the right by CRIA to control, direct, or rewrite said response.

14. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which

provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To CRIA: CRIA
15625 Mayor Dave Way
City of Industry, CA 91744

Attention: Executive Director

With a Copy To: James M. Casso, General Counsel
Casso & Sparks, LLP
13300 Crossroads Parkway North, Suite 410
City of Industry, CA 91746

To Consultant: KDM Meridian
1340 Reynolds Avenue, Suite 110
Irvine, CA 92614

15. ASSIGNMENT

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of CRIA.

Before retaining or contracting with any subconsultant for any services under this Agreement, Consultant shall provide CRIA with the identity of the proposed subconsultant, a copy of the proposed written contract between Consultant and such subconsultant which shall include an indemnity provision similar to the one provided herein and identifying CRIA as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subconsultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from CRIA for such insurance.

Notwithstanding Consultant's use of any subconsultant, Consultant shall be responsible to CRIA for the performance of its subconsultant as it would be if Consultant had performed the Services itself. Nothing in this Agreement shall be deemed or construed to create a contractual relationship between CRIA and any subconsultant employed by Consultant. Consultant shall be solely responsible for payments to any subconsultants. Consultant shall indemnify, defend and hold harmless the Indemnified Parties for any claims arising from, or related to, the services performed by a subconsultant under this Agreement.

16. GOVERNING LAW/ATTORNEYS' FEES

CRIA and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court in Los Angeles County, California. If any action at law or suit in equity is brought to enforce or interpret the

provisions of this Agreement, or arising out of or relating to the Services provided by Consultant under this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and all related costs, including costs of expert witnesses and Consultants, as well as costs on appeal, in addition to any other relief to which it may be entitled.

17. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

18. SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

19. COUNTERPARTS

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

20. CAPTIONS

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

21. WAIVER

The waiver by CRIA or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by CRIA or Consultant unless in writing.

22. REMEDIES

Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies.

23. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Consultant represents and warrants that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date.

“CRIA”
Civic-Recreational-Industrial Authority

“CONSULTANT”
KDM Meridian

By: _____
Joshua Nelson, Executive Director

By _____
Richard Maher, President

Attest:

By: _____
Julie Gutierrez-Robles, Secretary

Approved as to form:

By: _____
James M. Casso, General Counsel

Attachments: Exhibit A Scope of Services
 Exhibit B Rate Schedule
 Exhibit C Insurance Requirements

EXHIBIT A

SCOPE OF SERVICES

Consultant shall provide the following professional land survey services at Industry Hills and the Expo Center:

1. Provide all research material, equipment, tools, personnel, and supervision as necessary to complete the record of survey.
2. Establish horizontal and vertical control based on the SPC (NAD83, Zone 5, Epoch 2017.50) and NAVD88 (Derived from GPS ellipsoid heights).
3. Provide additional intervisible control from primary control within property for future use by land surveyors and or other consultants of CRIA. The layout of these points is shown in the image below.
4. Provide adjustments and standards utilized to achieve accuracies for both horizontal and vertical control being set.
5. Provide all survey data, record maps, field notes, etc. used in preparation of Record of Survey.
6. Preparation of Record of Survey shall be under the supervision of a Registered Land Surveyor, as required by the Professional Land Surveyors Act.
7. Submit Record of Survey to both the CRIA and County of Los Angeles for review.
8. Obtain final approval and recordation of Record of Survey with County of Los Angeles.



EXHIBIT B
RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
• Principal	\$240.00
• Project Manager	\$225.00
• Project Surveyor (Survey Map/Document Review Supervision)	\$210.00
• Survey Technician (Survey Map/Document Review)	\$170.00
• Clerical / Administration / Technical Aide	\$ 95.00
• Expert Witness (4 Hour Minimum)	\$500.00
• Survey Crew (1-person)	\$200.00
• Survey Crew (2 persons)	\$280.00
• Survey Crew (3 persons)	\$360.00

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Consultant's indemnification of CRIA, and prior to commencement of the Services, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to CRIA.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000.00 combined single limit for each accident.

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000.00).

Consultant shall submit to CRIA, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CRIA, its officers, agents, employees and volunteers.

Proof of insurance. Consultant shall provide certificates of insurance to CRIA as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsement must be approved by CRIA's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CRIA at all times during the term of this contract. CRIA reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may

arise from or in connection with the performance of the Services hereunder by Consultant, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by CRIA shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CRIA before CRIA's own insurance or self-insurance shall be called upon to protect it as a named insured.

CRIA's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, CRIA has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CRIA will be promptly reimbursed by Consultant, or CRIA will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, CRIA may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by CRIA's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CRIA, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against CRIA, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of CRIA to inform Consultant of non-compliance with any requirement imposes no additional obligations on CRIA nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, CRIA requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to CRIA.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to CRIA with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that CRIA and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CRIA and approved of in writing.

Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass Through Clause. Consultant agrees to ensure that its subconsultants, subconsultants, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with Consultants, subconsultants, and others engaged in the project will be submitted to CRIA for review.

CRIA's right to revise specifications. CRIA reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, CRIA and Consultant may renegotiate Consultant's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by CRIA. CRIA reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CRIA.

Timely notice of claims. Consultant shall give CRIA prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 7.1



CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

MEMORANDUM

TO: Honorable Chairman and Board Members

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

DATE: March 13, 2024

SUBJECT: Civic-Recreational-Industrial Authority January 31, 2024 Financial Report

Executive Summary:

Management is continuing to book and hold events depending upon availability of the venue. Prime dates are always in demand. Management has been booking events for calendar year 2024.

Expo Center:

For the month ended January 31, 2024, the Expo Center generated revenues of \$40,431 and expenses of \$78,455 resulting in an operating loss of \$38,024.

Year to date revenues amounted to \$1,019,225, which represents approximately 84% of the budgeted revenues of \$1,215,800 for the year ended June 30, 2024.

Year to date operating expenses through January 31, 2024 amounted to \$1,404,590, which represents approximately 61% of the budgeted expenses of \$2,307,400 for the year ended June 30, 2024.

The expenses are in line with the budgeted amounts for the year ended June 30, 2024.

Year to date transfers from the Capital Project fund amounted to \$295,000 through January 31, 2024.

Capital Projects Fund:

This fund is accounting for the general operating activities of CRIA. Total budgeted expenditures for the year ended June 30, 2024 amount to \$2,189,000. The Fund has incurred \$1,195,845 of year to date expenditures through January 31, 2024 which represents approximately 55% of budgeted expenditures. Year to date transfers from the City of Industry amounted to \$1,390,706 of which \$295,000 was transferred to the Expo Center resulting in net transfers of \$1,095,706 retained in the fund.

Capital Improvement Fund:

This fund is accounting for the capital improvement projects that were budgeted at the beginning of the year. For the month ended January 31, 2024, expenditures for capital improvements amounted to \$151,288 with year to date expenditures of \$548,978. This amount represents approximately 19% of total budgeted expenditures for the year ended June 30, 2024.

Description of Reports:

The monthly financial statements, as shown in Exhibit A, are a comprehensive document reflecting the financial position and the result of operations of the Authority at January 31, 2024.

Fiscal Impact:

There is no fiscal impact as result of this action.

Recommendation:

Receive and file.

EXHIBIT A

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

FINANCIAL STATEMENTS

January 31, 2024

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

FINANCIAL STATEMENTS

January 31, 2024

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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

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Fiscal Impact:

There is no fiscal impact as result of this action.

Recommendation:

Receive and file.

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

BALANCE SHEET
AS OF JANUARY 31, 2024

	<u>Capital Projects</u>	<u>Expo Center</u>	<u>Capital Improvements</u>	<u>Totals</u>
ASSETS				
CURRENT ASSETS:				
Cash and cash equivalents	\$ 19,774	\$ 87,055	\$ -	\$ 106,829
Investments	87,597	-	-	87,597
Due from other funds	-	-	32,237	32,237
Accounts receivable, net	-	8,966	-	8,966
Prepaid insurance	-	1,122	-	1,122
Prepaid expenses	-	43,426	-	43,426
Inventories	-	48,068	-	48,068
Deposits	-	3,000	-	3,000
Total current assets	<u>107,371</u>	<u>191,637</u>	<u>32,237</u>	<u>331,245</u>
CAPITAL ASSETS, net	<u>-</u>	<u>14,982,486</u>	<u>-</u>	<u>14,982,486</u>
Total assets	<u>\$ 107,371</u>	<u>\$ 15,174,123</u>	<u>\$ 32,237</u>	<u>\$ 15,313,731</u>
LIABILITIES AND FUND BALANCE				
CURRENT LIABILITIES:				
Accounts payable	\$ -	\$ 21,984	\$ 95,224	\$ 117,208
Sales tax payable	-	847	-	847
Due to other funds	-	-	660	660
Advance rental payments	-	91,480	-	91,480
Security deposits	-	44,100	-	44,100
Total current liabilities	<u>-</u>	<u>158,411</u>	<u>95,884</u>	<u>254,295</u>
FUND BALANCE:				
Fund balance	<u>107,371</u>	<u>15,015,712</u>	<u>(63,647)</u>	<u>15,059,436</u>
Total liabilities and fund balance	<u>\$ 107,371</u>	<u>\$ 15,174,123</u>	<u>\$ 32,237</u>	<u>\$ 15,313,731</u>

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

STATEMENT OF OPERATIONS
FOR THE MONTH AND YEAR TO DATE ENDED JANUARY 31, 2024

	Capital Projects				Expo Center				Capital Improvements			
	MONTH ENDED 1/31/2024	YEAR TO DATE 1/31/2024	2023-2024 ANNUAL BUDGET	% OF ANNUAL BUDGET	MONTH ENDED 1/31/2024	YEAR TO DATE 1/31/2024	2023-2024 ANNUAL BUDGET	% OF ANNUAL BUDGET	MONTH ENDED 1/31/2024	YEAR TO DATE 1/31/2024	2023-2024 ANNUAL BUDGET	% OF ANNUAL BUDGET
REVENUES:												
Expo center revenues	\$ -	\$ -	\$ -	0%	\$ 40,431	\$ 1,019,225	\$ 1,215,800	84%	\$ -	\$ -	\$ -	0%
Other revenues	871	2,316	3,000	77%	-	-	-	0%	-	-	-	0%
Total revenues	<u>871</u>	<u>2,316</u>	<u>3,000</u>	77%	<u>40,431</u>	<u>1,019,225</u>	<u>1,215,800</u>	84%	<u>-</u>	<u>-</u>	<u>-</u>	0%
EXPENDITURES:												
Operating expenses	-	-	-	0%	18,904	635,373	861,700	74%	151,288	548,978	2,860,000	19%
General and administrative expenses	136,788	1,195,845	2,189,000	55%	59,551	769,217	1,445,700	53%	-	-	-	0%
Total expenses	<u>136,788</u>	<u>1,195,845</u>	<u>2,189,000</u>	55%	<u>78,455</u>	<u>1,404,590</u>	<u>2,307,400</u>	61%	<u>151,288</u>	<u>548,978</u>	<u>2,860,000</u>	19%
EXCESS OF EXPENDITURES OVER REVENUES	(135,917)	(1,193,529)	(2,186,000)	55%	(38,024)	(385,365)	(1,091,600)	35%	(151,288)	(548,978)	(2,860,000)	19%
OTHER FINANCING SOURCES, NET	<u>(75,000)</u>	<u>1,095,706</u>	<u>2,936,000</u>	37%	<u>75,000</u>	<u>295,000</u>	<u>640,200</u>	46%	<u>151,288</u>	<u>671,993</u>	<u>2,860,000</u>	23%
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES	(210,917)	(97,823)	<u>\$ 750,000</u>	-13%	36,976	(90,365)	<u>\$ (451,400)</u>	20%	-	123,015	<u>\$ -</u>	0%
Fund balance, beginning	<u>318,288</u>	<u>205,194</u>			<u>14,978,736</u>	<u>15,106,077</u>			<u>(63,647)</u>	<u>(186,662)</u>		
Fund balance, ending	<u>\$ 107,371</u>	<u>\$ 107,371</u>			<u>\$ 15,015,712</u>	<u>\$ 15,015,712</u>			<u>(63,647)</u>	<u>\$ (63,647)</u>		

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

INDUSTRY HILL EXPO CENTER
 STATEMENT OF CASH FLOWS
FOR THE YEAR TO DATE ENDED JANUARY 31, 2024

	<u>AMOUNT</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Net loss before transfers and other credits	\$ (385,365)
Adjustments to reconcile net loss to net cash used in operating activities:	
Change in operating assets and liabilities:	
Accounts receivable, net	15,655
Prepaid insurance	7,872
Prepaid expenses	(43,426)
Inventories	(12,944)
Accounts payable	(16,021)
Sales tax payable	(2,782)
Advance rental payments	(25,288)
Security deposits	(2,150)
Net cash used in operating activities	<u>(464,449)</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES	
Other financing sources	<u>295,000</u>
NET CHANGE IN CASH	(169,449)
Cash at July 1, 2023	<u>256,504</u>
Cash at January 31, 2024	<u>\$ 87,055</u>

**INDUSTRY HILLS EXPO CENTER
SCHEDULE OF REVENUES AND EXPENSES
FOR THE MONTH AND YEAR TO DATE ENDED JANUARY 31, 2024 AND 2023**

<u>Expo Center Operations</u>	MONTH ENDED 1/31/2024	YEAR TO DATE 1/31/2024	ANNUAL BUDGET 2023-2024	% OF ANNUAL BUDGET	MONTH ENDED 01/31/2023	YEAR TO DATE 01/31/2023
Expo revenues						
Facilities rentals	\$ 14,392	\$ 150,503	\$ 137,000	110%	\$ 13,019	\$ 122,808
Facilities rentals - bar sales	8,763	130,479	127,700	102%	20,390	110,094
Facilities - security	2,598	28,677	26,900	107%	3,346	22,437
Facilities - food	-	-	900	0%	110	877
Facilities - insurance	600	5,200	3,900	133%	600	3,600
Facilities - other	-	-	-	0%	(700)	-
Facilities - concessions	146	804	-	0%	-	-
Grand Arena - special events rentals	8,000	107,923	181,000	60%	12,000	100,600
Grand Arena - outdoor arena rentals	-	4,000	2,800	143%	-	-
Grand Arena - show barn stall rentals	875	36,745	65,900	56%	1,225	38,450
Grand Arena - shaving sales	-	2,970	6,000	50%	198	5,307
Grand Arena - security	-	40,328	42,500	95%	-	26,331
Grand Arena - trailer parking	900	36,775	12,800	287%	1,150	7,000
Grand Arena - bar sales	-	251,366	329,800	76%	950	180,165
Grand Arena - food	-	-	7,300	0%	-	-
Grand Arena - parking	4,805	146,015	135,200	108%	-	79,310
Grand Arena - other	(648)	77,381	51,300	151%	(13,150)	42,396
Speedway - bar	-	-	60,700	0%	-	48,272
Speedway - parking	-	-	20,900	0%	-	15,345
Speedway - other	-	-	2,100	0%	-	1,763
Total revenues	<u>40,431</u>	<u>1,019,166</u>	<u>1,214,700</u>	84%	<u>39,138</u>	<u>804,755</u>
Direct general and administrative revenues						
G&A- Other	-	59	1,100	5%	29	779
Expo expenses						
Cost of sales	2,096	103,645	162,700	64%	(5,115)	109,574
Bar supplies	-	4,683	6,000	78%	116	4,266
Feed	-	367	-	0%	71	71
Contract labor/wages	8,048	361,224	537,100	67%	91,796	345,654
Furniture/fixtures & equipment	3,081	7,465	(800)	-933%	510	1,160
Facilities - insurance	-	1,000	1,100	91%	-	1,000
Miscellaneous	423	1,590	5,200	31%	(689)	2,547
Promotional	-	17,626	400	4407%	-	300
Property maintenance	485	4,877	1,000	488%	-	-
Repairs and maintenance	-	546	-	0%	533	2,588
Racer purse payout	2,566	56,975	-	0%	-	-
Sales tax	(3,823)	504	-	0%	-	201
Security - Grand Arena	-	2,800	62,700	4%	-	39,229
Security - Facilities	2,599	35,284	32,300	109%	3,348	25,736
Shavings	-	2,188	5,600	39%	-	4,744
Supplies	3,062	22,686	35,600	64%	55	23,444
Equipment rental	367	11,913	2,200	542%	(1,468)	(1,468)
Bad debt	-	-	9,900	0%	-	9,008
Speedway- outside services/contract labor	-	-	700	0%	-	600
Total Expo expenses	<u>18,904</u>	<u>635,373</u>	<u>861,700</u>	74%	<u>89,157</u>	<u>568,654</u>
Operating net income before direct G & A and CRIA indirect expenses	<u>21,527</u>	<u>383,852</u>	<u>354,100</u>	108%	<u>(49,990)</u>	<u>236,880</u>
Direct general and administrative expenses						
Office supplies	-	3,893	-	0%	-	-
Travel and meetings	-	78	1,100	7%	800	2,777
Dues, subscriptions, books, etc.	2,067	15,910	32,900	48%	1,964	20,497
Equipment rental/lease	17	5,622	12,600	45%	-	6,011
Furniture/fixtures & equipment	-	1,198	900	133%	764	1,495
Telephone	915	9,639	15,500	62%	1,611	9,015
Postage	-	511	1,800	28%	-	1,037
Miscellaneous	(4,632)	14,132	26,300	54%	1,695	16,408
Professional services	21,647	176,175	364,800	48%	(43,591)	174,568
Repairs and equipment	-	1,668	9,700	17%	2,315	2,571
Vehicle expenses	5,331	29,640	15,700	189%	4,471	11,967
Insurance and bonds	1,125	7,870	14,400	55%	1,087	7,607
Supplies	3,427	22,395	42,500	53%	2,905	23,326
Contract labor/administrative wages	5,894	233,088	507,500	46%	31,190	274,399
Property maintenance	11,101	88,316	177,100	50%	13,555	90,002
Utilities	12,659	159,082	222,900	71%	11,179	154,768
Total direct general and administrative expenses	<u>59,551</u>	<u>769,217</u>	<u>1,445,700</u>	53%	<u>29,945</u>	<u>796,448</u>
EXCESS OF EXPENDITURES OVER REVENUES	<u>\$ (38,024)</u>	<u>\$ (385,365)</u>	<u>\$ (1,091,600)</u>	35%	<u>\$ (79,935)</u>	<u>\$ (559,568)</u>

CAPITAL PROJECTS FUND
 SCHEDULE OF REVENUES AND EXPENDITURES
FOR THE MONTH AND YEAR TO DATE ENDED JANUARY 31, 2024

REVENUES:	MONTH ENDED 1/31/2024	YEAR TO DATE 1/31/2024	ANNUAL BUDGET 2023-2024	% OF ANNUAL BUDGET
Other revenues	\$ 871	\$ 2,316	\$ 3,000	77%
GENERAL AND ADMINISTRATIVE EXPENDITURES:				
Salaries - board	3,687	25,808	45,000	57%
Payroll taxes	-	-	4,000	0%
Miscellaneous	367	336	-	0%
Life insurance, state comp, and LTC	-	-	1,000	0%
Medicare/disability	53	374	1,000	37%
PARS - ARS	139	968	2,000	48%
Landscaping	20,968	483,869	950,000	51%
Legal	-	-	16,000	0%
Professional services	32,493	88,195	235,000	38%
Accounting	95	844	2,000	42%
Planning, survey and design	-	-	1,000	0%
Small equipment and supplies	-	528	1,000	53%
Vehicle expenses	875	4,599	8,000	57%
General engineering	5,025	86,816	200,000	43%
Security	47,180	302,084	491,000	62%
Property maintenance	21,566	185,333	212,000	87%
Furniture, equipment & fixtures	-	1,648	-	0%
Utilities	4,340	14,443	20,000	72%
Total general and administrative expenditures	<u>136,788</u>	<u>1,195,845</u>	<u>2,189,000</u>	55%
EXCESS OF EXPENDITURES OVER REVENUES	<u>\$ (135,917)</u>	<u>\$ (1,193,529)</u>	<u>\$ (2,186,000)</u>	55%

CIVIC-RECREATIONAL-INDUSTRIAL-AUTHORITY

Schedule 3

CAPTIAL IMPROVEMENT FUND
 SCHEDULE OF EXPENDITURES
FOR THE MONTH AND YEAR TO DATE ENDED JANUARY 31, 2024

EXPENDITURES	MONTH ENDED 1/31/2024	YEAR TO DATE 1/31/2024	ANNUAL BUDGET 2023-2024	% OF ANNUAL BUDGET
Equestrian Center Capital Improvements:				
Planning, Survey and Design	\$ 149,911	\$ 454,707	\$ 1,295,000	35%
Construction Costs	-	86,089	1,450,000	6%
Small Equipment & Supplies	1,377	8,182	115,000	7%
Total expenditures	<u>151,288</u>	<u>548,978</u>	<u>2,860,000</u>	19%
EXCESS OF EXPENDITURES OVER REVENUES	<u>\$ 151,288</u>	<u>\$ 548,978</u>	<u>\$ 2,860,000</u>	19%

CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY

ITEM NO. 7.2

Backup Material will be provided at Meeting

*CIVIC-RECREATIONAL-INDUSTRIAL AUTHORITY
MARCH 13, 2024*

ITEM NO. 7.2
HAND-OUT

For the month of January. We anticipated banquets to be minimal immediately after the holidays and we were correct. The Expo Center held 4 banquet events in the Pavilion and 2 in the Avalon room with revenues totaling \$26,499.29

Revenues from Arena events held in January totaled 13,956.25

We hosted the following 3 Grand Arena events.

MA-010624 TJARKS AGILITY WCCS
MA-012024 LA CTY CHEER OFF
MA-012724 TJARKS AGILITY VENTURA

Events for the month of February in the Grand Arena include:

MA-020224 TJARKS AGILITY VENTURA
MA-021024 TJARKS AGILITY SAMOYED
MA-021724 FERIA DEL CABALLOS ESPANOL
MA-022424 SPEEDWAY GUMBALL RALLY

Banquet events for February included 3 events in the Pavilion and none in the Avalon.

While Jan. and Feb. saw very few banquet bookings, March is very busy with banquet events. April was intentionally left mostly open with the intent to perform any minor necessary maintenance or repairs to the Pavilion during that time.

We are closing in on the punch list items at the Avalon room. I look forward to bringing this project to a close soon.

LA County parks and recreation returned to the Expo center to hold their Cheer competition again on Jan. 20, 2024
This is their first time back since 2020, just prior to the pandemic. Although their numbers are fairly small as opposed to 4 years ago, their teams are growing again and they are excited for the future of the programs.

The Expo center has partnered with LA County parks and Rec for many years to help support their cheer programs.

We held 2 dog agility events in the Grand arena. In the beginning slower months of the year we usually have more canine events filling the calendar.

I look forward to reporting our February events to the board next month.

Thank you,
Cory Moss