



SIMI VALLEY CULTURAL ARTS CENTER

3050 East Los Angeles Avenue • Simi Valley, California • 93065

SIMI VALLEY ARTS COMMISSION SPECIAL MEETING DATE AND LOCATION

Wednesday, February 26, 2020, 3:30 p.m.
Simi Valley Cultural Arts Center Multipurpose Room
3050 Los Angeles Avenue, Simi Valley, CA 93065

AGENDA

1. Call to Order/Welcome/Roll Call
2. Agenda Review
3. Approval of Minutes: December 18, 2019
4. Public Statements
This is the time allotted for statements or comments on matters within the subject matter and jurisdiction of the Arts Commission.
5. Update on the Cultural Arts Community Services Manager Recruitment
6. Continued Business
 - a. Consideration of Quarterly Reviews of Financial Reports
7. New Business
 - a. Receipt of the Simi Valley Cultural Arts Center Fiscal Year 2019-20 Mid-Year Budget Report and Preliminary Forecast to Year-End
 - FY 2019-20 Detailed Mid-Year Report (Q1-Q2 Actual vs. Budget)
 - FY 2019-20 Mid-Year Comparison to FY 2018-19 Mid-Year
 - b. Mid-Year Review of the Cultural Arts Center Capital Improvement Program for Fiscal Year 2019-20 and Review of the Fiscal Year 2020-21 Capital Improvement Program
 - c. Credit Card Processing Fees
 - d. Arts Commission Recruitment
 - e. Consideration of the Marquee Sponsorship Policy and Recommendation for City Council Approval
8. Reports
 - a. Update on the Simi Valley Cultural Arts Center Strategic Plan
 - b. Simi Valley Cultural Arts Center Programming Update
 - c. Simi Valley Cultural Arts Center Statistics

- d. Update on Simi Valley Cultural Arts Center Foundation Activities
 - e. General Manager's Report/Tour of the Facility
7. Commissioner Comments
This is the time allotted for statements or comments from Arts Commissioners on matters within the subject matter and jurisdiction of the Arts Commission.
8. Adjournment: Wednesday, April 15, 2020, 3:30 p.m., City Manager's Conference Room



Anna M. Medina
Deputy Community Services Director

If any interested individual has a disability that may require accommodation to participate in this meeting, please contact the Deputy Community Services Director, Anna Medina, at (805) 583-6811. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.

DRAFT MINUTES

1. Call to Order/Welcome/Roll Call

Mayor Keith Mashburn called the meeting to order at approximately 3:30 p.m., welcomed Arts Commissioners, and verified that a quorum was present.

Present: Mayor Mashburn; Mayor Pro Tem Judge; Commissioners Lorencz, Savell, and Palky; and Cultural Arts Center Foundation Representative Bennett

Absent: Commissioners Rosen and Walker

Staff Members: Linda Swan, Anna Medina, David Yoshitomi, and Fred Helsel

2. Agenda Review

No changes were recommended.

3. Approval of Minutes: November 6, 2019

A motion was made by Mayor Pro Tem Judge and seconded by Commissioner Lorencz to approve the November 6, 2019 minutes as drafted. The motion passed unanimously.

4. Public Statements

Steven Hayes shared that he had recently attended the Community Visioning Forum held at the Cultural Arts Center. He stated that there was both old and new guard present at the forum, but some of the old guard overpowered the voices of the new guard. He recommended separating the two in the future. He also recommended extending the terms of the Arts Commission from two years to four years to allow Arts Commissioners more time to gain experience. He closed by stating that Fred Helsel has his finger on the pulse of the arts community. Mr. Hayes recommended that Mr. Helsel be considered for the vacancy for the Community Services Manager position.

5. New Business

a. Review of Production Profit and Loss Statement for *Mamma Mia!*

Fred Helsel, Acting Community Services Manager, provided an overview of the profit and loss statement for the production of *MAMMA MIA!* The production ran in September and October 2019 for a total of 20 performances. It had a budgeted income of \$47,000 and estimated expenditures of \$29,100 for an estimated Net Income of \$17,900. Actual gross income was \$68,394 and actual expenditures were \$31,670 which resulted in a net income of \$36,724.

- b. Update on October and November Financial Reports and Discussion of Quarterly Updates

Linda Swan, Deputy City Manager, stated that the first quarter financial reports were provided to the Arts Commission at the November 2019 meeting. She advised the Arts Commission that meeting the request to provide financial reports on a monthly basis would strain Fiscal Services who are presently understaffed and facing competing priorities. Ms. Swan requested that the Arts Commission consider the review of financial reports on a quarterly basis.

After a discussion, Mayor Mashburn recommended that the Interim City Manager and Administrative Services Director be consulted and that this item be brought back at a future meeting. There were no objections.

- c. Update on the Cultural Arts Center Strategic Plan

David Yoshitomi, Community Services Manager, provided the Arts Commission with an update on the progress being made on the strategic plan. Mr. Yoshitomi summarized the information gathering efforts that had been completed so far and the anticipated next steps. These next steps include follow-up interviews with Arts Commissioners and determining focus areas.

6. Reports

- a. General Manager's Report

Mr. Helsel stated that the CAC's production of Elf had opened on December 14 and that tickets were selling very well. It was recommended as a great fun family show. Also, a Klezmer Band Concert and Chanukah Celebration open to the public is scheduled for December 23, 2019 at 7:00 p.m. hosted by Chabad of Simi.

Mr. Helsel stated that the 2020 season calendar was close to full and that the CAC was now adding in concerts and DownStage events. Upcoming production runs in January and February include a six performance run of *HEATHERS THE MUSICAL* from Studio C Performing Arts and a three weekend run of *JUST IMAGINE – A John Lennon Tribute* playing February 1 – 16. The *JUST IMAGINE* production will be presented by the same producer who brings in the Tributes Unplugged Concert Series. This producer is also looking to expand the Tributes Unplugged Series in 2020 to possibly 6 concerts.

b. Update on Simi Valley Cultural Arts Center Foundation Activities

Marie Bennett, Past President of the Simi Valley Cultural Arts Center Foundation, introduced Jim Kinsey, the new Director of Philanthropy for the organization. Mr. Kinsey discussed the Foundation's new fundraising initiatives. Mr. Kinsey also reported the Foundation had redesigned their website with an emphasis on the fundraising elements.

7. Commissioner Comments

Mayor Mashburn opened the comments to all in attendance.

Commissioner Palky requested that information be brought back to the Commission regarding the terms of service for the Arts Commission. He also wanted to request a follow up on the credit card fees to help reduce the expenses at the CAC.

Foundation Representative Bennett wished everyone Happy Holidays.

Mr. Kinsey briefly introduced himself and provided a background of his experience working in the movie theater business and most recently at the Valley Cultural Center.

Linda Swan, Deputy City Manager, wished everyone Happy Holidays.

Commissioner Lorencz commented that there has never been a question on the quality of the productions at the CAC, but that he believes there to be an opportunity to enhance the financial reporting.

Mayor Mashburn asked staff to bring back information on the terms of service for the Arts Commission at a future meeting. He thanked everyone in the room for making an effort to listen and understand each other.

8. Adjournment – the meeting was adjourned at approximately 4:48 p.m.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: Linda Swan, Deputy City Manager

SUBJECT: CONSIDERATION OF QUARTERLY REVIEWS OF FINANCIAL REPORTS

The Commissioners asked that the Consideration of Quarterly Reviews of Financial Reports be continued for further discussion. This was first presented at the December 18, 2019 Arts Commission Meeting.

At the August 21, 2019 meeting, Commissioner Lorencz had requested that staff provide monthly financial reports for the Cultural Arts Center to review. Reports for the first quarter of Fiscal Year 2019-20 (July – September) were reviewed at the November meeting. In order to provide monthly reports, both Fiscal Services and Cultural Arts Center staff coordinate review and discussion of the documents prior to the Commission meeting. As Fiscal staff is dealing with competing priorities (Year-End Audit, CAFR preparation, and ERP Payroll/Human Resources training), the reports are still in draft format. Cultural Arts Center staff is also allocating resources to the CAC's Strategic Plan, operations and program recruitment.

As the City is dealing with reduced staffing in all departments, staff is requesting that the Arts Commission consider the review of the financial reports on a quarterly basis. On December 17, 2019, the Fiscal Services staff initiated the Fiscal Year 2020-21 budget development meeting. This meeting starts the new budget development cycle for the City. Once again, Fiscal Services as well as other City departments will allocate staff to work on fiscal year end projections for FY 2019-20 and budget development for FY 2020-21. Moving over to quarterly review will allow both Fiscal and Cultural Arts Center staff the time to review monthly activity, make any necessary journal entries, and allow time for both Departments to contend with the City's competing priorities. Should the Arts Commission prefer to receive financial reports on a monthly basis, reports will be provided in draft format.

The following alternatives are available to the Arts Commission:

1. Continue the monthly review of financial statements with scheduled meetings.
2. Review the Cultural Arts Center financial statements on a quarterly basis with scheduled meetings.
3. Provide staff with other direction.

Recommended Motion:

Staff recommends the review of the Cultural Arts Center financial statements on a quarterly basis with scheduled meetings.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: Anna Medina, Deputy Community Services Director

SUBJECT: RECEIPT OF THE SIMI VALLEY CULTURAL ARTS CENTER FISCAL YEAR 2019-20 MID-YEAR BUDGET REPORT

Attached for the Arts Commission's (Commission) review is the Fiscal Year (FY) 2019-20 Cultural Arts Center (CAC) Mid-Year Budget Report.

Total Gross Income for FY 2019-20 at mid-year for the CAC is \$328,670 with Total Expenses equaling \$293,241 leaving a final Net Profit of \$35,429. At mid-year, Total Net Profit represents a 472% increase over budgeted projections for FY 2019-20 due primarily to the increased revenues in Box Office and Reimbursed Technical Costs categories.

Rental Fee Income was below budget projections, due in large part to loss of some anticipated Multipurpose Room (MPR) rentals (Simi Valley-Moorpark Republican Women monthly luncheons and DownStage Cabaret events featuring the High Street Broadcast) combined with the fact that CAC produced most of the shows on the Mainstage during this first half of the fiscal year (*Mamma Mia* and *Elf*). Rental Fee income is expected to meet budget expectations in the second half of the fiscal year with the return of the Republican Women luncheon events and anticipated DownStage Cabaret rentals. Reimbursed Technical Costs were above budget projections due to an increase in technical fees to providers, income reconciled in July from June 2019 rentals, and added performances of *Matilda* by Actors' Repertory Theatre of Simi.

In the Expense Costs category, Provider Payments (Total Box Office Receipts for rentals) were significantly above budget due to the resounding success of ARTS productions of *Gentleman's Guide* and *Matilda*, which is offset by increased revenue. While Contract Labor is significantly below budget expectation for the first half of the fiscal year, it is anticipated that expenses in this category will meet budget expectations once payments for *Elf* are processed in January.

In the Fixed Operational Expenses Categories, Office Expenses and Capital Replacement were below projected budget amounts with Credit Card Service Fees exceeding the projected budget due to increased box office sales.

The Contingency/Performance Fund Account balance, including accrued interest, is \$38,795 as of December 31, 2019. The Contingency/Performance Fund Account is a separate restricted account accessed only for 1) financial emergencies, and expenditures beyond the financial capability of the operational reserves or 2) funds utilized to expand programming through co-sponsorship, seed funding, or more expensive higher risk ventures previously inaccessible to the CAC. Pursuant to Simi

Valley Arts Commission policy adopted on March 5, 2003, the Commission will be informed of any expenditure from the Contingency fund and will review the account during the annual budget closeout to determine if it should be augmented in order to maintain a healthy emergency cash reserve. Expenditures from the Performance Fund are to be approved by the Commission in advance.

Overall, the FY 2019-20 Operating Budget continues the practice of providing high quality programming at the Cultural Arts Center while generating positive Net Income that can be set aside for emergencies, for special programming, and to replace aging and obsolete equipment.

The following alternatives are available to the Commission:

1. Receive the Simi Valley Cultural Arts Center FY 2019-20 Mid-Year Budget Report;
2. Provide staff alternative direction.

Staff recommends Alternative No. 1.

Recommended Motion

I move to receive the Simi Valley Cultural Arts Center FY 2019-20 Mid-Year Budget Report.

Attachment

Prepared by: Fred Helsel, Community Services Manager CAC

**SIMI VALLEY CULTURAL ARTS CENTER OPERATING BUDGET
FY 2019-2020 MID-YEAR REPORT**

ORDINARY THEATER INCOME/EXPENSE	ANNUAL BUDGET	ACTUAL	% BUDGET
INCOME			
Box Office	\$334,100	\$249,178	74.58%
Contributions	\$34,100	\$16,442	48.22%
Grants	\$1,750	\$2,030	116.00%
Rental	\$65,000	\$20,861	32.09%
Concessions	\$10,200	\$6,362	62.37%
Advertising Income	\$500	\$0	0.00%
Reimbursed Technical Costs	\$44,850	\$33,774	75.30%
Interest Income	\$0	\$23	
TOTAL INCOME	\$490,500	\$328,670	67.01%
EXPENSE COST OF GOODS SOLD (COGS)			
Booking/Artist Fees	\$27,500	\$17,344	63.07%
Concessions Supplies	\$5,000	\$1,636	32.72%
Supplies	\$14,500	\$8,125	56.03%
Provider Payments	\$180,000	\$133,445	74.14%
Advertising/Marketing	\$19,700	\$9,440	47.92%
Special Events	\$10,000	\$1,564	15.64%
Contract Labor	\$20,000	\$2,599	13.00%
SUBTOTAL EXPENSES (COGS)	\$276,700	\$174,153	62.94%
TOTAL GROSS PROFIT	\$213,800	\$154,517	72.27%
FIXED OPERATIONAL EXPENSES			
Credit Card Service Fees	\$9,300	\$14,317	153.95%
City Reimbursement - 10%	\$25,000	\$28,972	115.89%
City Reimbursed Staffing	\$128,000	\$61,740	48.23%
Dues/Licenses/Permits	\$20,500	\$8,334	40.65%
Professional/Special Services	\$0	\$0	0.00%
Capital Replacement	\$21,000	\$5,436	25.89%
Office Expenses	\$2,500	\$289	11.56%
TOTAL EXPENSES	\$206,300	\$119,088	57.73%
NET PROFIT/LOSS	\$7,500	\$35,429	472.39%
	Balance July 1, 2019	Credits/(Debits)	Balance December 31, 2019
CONTINGENCY / PERFORMANCE FUND	\$38,783	\$12	\$38,795

Simi Valley Cultural Arts Center
FY 2019-20 Detailed Mid-Year Report (Q1-Q2 Actual vs Budget)
 July - December, 2019

	<i>First Quarter 2019-20</i>			<i>Second Quarter 2019-20</i>			<i>YTD Actual -Budget, Q1 and Q2</i>		
	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Total		
	Actual	Actual	Actual	Actual	Actual	Actual	YTD Actual	YTD Budget	Variance
Income									
4000 Box Office Income									
4010 Service Charges									
4011 Ticket Surcharge	\$ 1,893.00	\$ 1,104.00	\$ 1,612.50	\$ 237.00	\$ 1,798.50	\$ 2,359.50	\$9,004.50	\$8,500.02	\$504.48
4012 Ticket Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49.98	\$ (49.98)
4016 Provider Credit Card Fees	\$ 1,571.50	\$ -	\$ 1,372.67	\$ 157.96	\$ 159.28	\$ 2,230.58	\$5,491.99	\$3,499.98	\$1,992.01 BN1
Total 4010 Service Charges	\$ 3,464.50	\$ 1,104.00	\$ 2,985.17	\$ 394.96	\$ 1,957.78	\$ 4,590.08	\$ 14,496.49	\$ 12,049.98	\$ 2,446.51
4040 Box Office Sales (Gross)									
4020 Box Office	\$24,431.80	\$37,595.60	\$43,473.00	\$42,142.40	\$51,813.39	\$28,077.20	\$227,533.39	\$147,499.98	\$80,033.41 BN2
4030 Gift Certificate Sales	\$790.00	\$1,674.00	\$1,076.00	\$1,434.00	\$904.00	\$1,270.00	\$7,148.00	\$7,500.00	\$ (352.00)
Total 4040 Box Office Sales (Gross)	\$ 25,221.80	\$ 39,269.60	\$ 44,549.00	\$ 43,576.40	\$ 52,717.39	\$ 29,347.20	\$ 234,681.39	\$ 154,999.98	\$ 79,681.41
Total 4000 Box Office Income	\$ 28,686.30	\$ 40,373.60	\$ 47,534.17	\$ 43,971.36	\$ 54,675.17	\$ 33,937.28	\$ 249,177.88	\$ 167,049.96	\$ 82,127.92
4200 Contributions Income									
4210 Sponsorships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.02	\$ (250.02)
4220 Misc. Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13.65	\$13.65	\$49.98	\$ (36.33)
4230 Foundation Contributions	\$2,738.00	\$2,738.00	\$2,738.00	\$2,738.00	\$2,738.00	\$2,738.00	\$16,428.00	\$16,500.00	\$ (72.00)
4240 Payroll Deduction Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.02	\$ (250.02)
Total 4200 Contributions Income	\$ 2,738.00	\$ 2,738.00	\$ 2,738.00	\$ 2,738.00	\$ 2,738.00	\$ 2,751.65	\$ 16,441.65	\$ 17,050.02	\$ (608.37)
4400 Grants									
4450 Share The Arts	\$271.44	\$48.86	\$194.00	\$197.68	\$627.00	\$691.00	\$2,029.98	\$874.98	\$1,155.00 BN3
Total 4400 Grants	\$ 271.44	\$ 48.86	\$ 194.00	\$ 197.68	\$ 627.00	\$ 691.00	\$ 2,029.98	\$ 874.98	\$ 1,155.00
4500 Rental Fee Income									
4510 Cleaning/Damage Income	\$ (100.00)	\$ 125.00	\$ 100.00	\$ (100.00)	\$ 50.00	\$ 350.00	\$ 425.00	\$ 499.98	\$ (74.98)
4530 Rental Fees - Theater	\$ 3,285.00	\$ 3,415.00	\$ 3,650.00	\$ 365.00	\$ 3,102.00	\$ 4,198.00	\$ 18,015.00	\$ 21,000.00	\$ (2,985.00)
4540 Rental Fees - Multipurpose Room	\$ 980.00	\$ 697.00	\$ 372.00	\$ -	\$ 372.00	\$ -	\$ 2,421.00	\$ 10,999.98	\$ (8,578.98) BN4
Total 4500 Rental Fee Income	\$ 4,165.00	\$ 4,237.00	\$ 4,122.00	\$ 265.00	\$ 3,524.00	\$ 4,548.00	\$ 20,861.00	\$ 32,499.96	\$ (11,638.96)
4600 Concessions									
4610 Gallery/CD Sales	\$0.00	\$0.00	\$0.00	\$ 250.00	\$0.00	\$ 189.00	\$ 439.00	\$ 600.00	\$ (161.00)
4620 Cnc's - Beer/Wine	\$ 27.00	\$ 114.00	\$ 362.00	\$ 336.00	\$ 287.00	\$ 256.00	\$ 1,382.00	\$ 1,249.98	\$ 132.02
4630 Cnc's - Food/Soft Drinks	\$ 119.00	\$ -	\$ 914.50	\$ 1,478.00	\$ 58.00	\$ 1,972.00	\$ 4,541.50	\$ 3,250.02	\$ 1,291.48
Total 4600 Concessions	\$ 146.00	\$ 114.00	\$ 1,276.50	\$ 2,064.00	\$ 345.00	\$ 2,417.00	\$ 6,362.50	\$ 5,100.00	\$ 1,262.50
4700 Advertising Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250.02	\$ (250.02)
4800 Reimbursed Technical Costs									
4820 Other	\$ 327.60	\$ 50.00	\$ 374.40	\$0.00	\$0.00	\$ 274.70	\$ 1,026.70	\$ 1,000.02	\$ 26.68
4830 Reimbursed Tech Staff Costs	\$ 7,046.00	\$ 2,099.50	\$ 6,722.00	\$ 234.00	\$ 534.00	\$ 8,567.00	\$ 25,202.50	\$ 16,000.02	\$ 9,202.48 BN5
4840 Reimb Equipmental Rental									
4841 Lamp Usage Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 220.00	\$ 220.00	\$0.00	\$ 220.00
4842 Reimbursed Projector Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 250.00	\$ (250.00)
4844 Spotlight rental income	\$ 180.00	\$ 40.00	\$ 180.00	\$0.00	\$0.00	\$ 400.00	\$ 800.00	\$ 375.00	\$ 425.00
4845 Piano rental fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$ -	\$ 250.02	\$ (250.02)
4846 Microphone rentals	\$ 1,404.00	\$ 396.50	\$ 2,156.00	\$ 50.00	\$ 50.00	\$ 2,468.00	\$ 6,524.50	\$ 4,500.00	2,024.50 BN6
Total 4840 Reimb Equipmental Rental	\$ 1,584.00	\$ 436.50	\$ 2,336.00	\$ 50.00	\$ 50.00	\$ 3,088.00	\$ 7,544.50	\$ 5,375.02	\$ 2,169.48
Total 4800 Reimbursed Technical Costs	\$ 8,957.60	\$ 2,586.00	\$ 9,432.40	\$ 284.00	\$ 584.00	\$ 11,929.70	\$ 33,773.70	\$ 22,375.06	11,398.64
4900 Interest Income	\$ 3.74	\$ 3.68	\$ 3.59	\$ 3.99	\$ 3.96	\$ 4.16	\$ 23.12	\$ -	\$ 23.12
Total Income	\$ 44,968.08	\$ 50,101.14	\$ 65,300.66	\$ 49,524.03	\$ 62,497.13	\$ 56,278.79	\$ 328,669.83	\$ 245,200.00	\$ 83,469.83

	First Quarter 2019-20			Second Quarter 2019-20			YTD Actual -Budget, Q1 and Q2		
	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Total		
	Actual	Actual	Actual	Actual	Actual	Actual	YTD Actual	YTD Budget	Variance
Cost of Goods Sold									
5000 Special Events	235.19	147.91	61.30	876.75	0.00	242.74	\$ 1,563.89	\$ 4,999.98	\$ 3,436.09
5100 Booking/Artists Fee									
5175 Artist Fees	\$ -	\$ 1,670.00	\$ 2,950.00	\$ 5,752.50	\$ 800.00	\$ 6,171.00	\$ 17,343.50	\$ 13,750.02	\$ (3,593.48) BN7
Total 5100 Booking/Artists Fee	\$ 0.00	\$ 1,670.00	\$ 2,950.00	\$ 5,752.50	\$ 800.00	\$ 6,171.00	\$ 17,343.50	\$ 13,750.02	\$ (3,593.48)
5300 Concession Supplies									
5320 Promo Items									
5340 Gallery/CD Sales Payout	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 525.00	0.00	\$ 525.00	\$ 625.02	\$ 100.02
5360 Cnc's Supp- Food	\$ 33.43	\$ 49.43	\$ (15.10)	\$ 686.49	0.00	0.00	\$ 754.25	\$ 1,249.98	\$ 495.73
5380 Cnc's Supp-Beer/Wine	\$ 86.84	\$ -	\$ 51.82	\$ 217.89	0.00	0.00	\$ 356.55	\$ 625.02	\$ 268.47
Total 5300 Concession Supplies	\$ 120.27	\$ 49.43	\$ 36.72	\$ 904.38	\$ 525.00	\$ 0.00	\$ 1,635.80	\$ 2,500.02	\$ 864.22
5400 Supplies									
5410 Supplies - Operating & Misc	\$ 0.00	\$ 0.00	\$ 32.96	\$ 0.00	\$ 0.00	\$ 0.00	\$ 32.96	\$ 0.00	\$ (32.96)
5420 Equipment Rentals	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35.00	0.00	0.00	\$ 35.00	\$ 250.02	\$ 215.02
5430 Technical Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,000.02	\$ 7,000.02
5431 Lighting	\$ 0.00	\$ 29.99	\$ 0.00	\$ 260.08	0.00	0.00	\$ 290.07	\$ 0.00	\$ (290.07)
5432 Sound	\$ 129.68	\$ 230.75	\$ 307.85	\$ 433.87	0.00	35.00	\$ 1,137.15	\$ 0.00	\$ (1,137.15)
5434 Costumes / Makeup / Wigs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,478.89	1,005.00	0.00	\$ 4,483.89	\$ 0.00	\$ (4,483.89)
5435 Props	\$ 0.00	\$ 0.00	246.05	\$ 323.74	0.00	41.80	\$ 611.59	\$ 0.00	\$ (611.59)
5436 Set Supplies	\$ 0.00	\$ 236.18	512.31	\$ 785.51	0.00	0.00	\$ 1,534.00	\$ 0.00	\$ (1,534.00)
Total 5430 Technical Supplies	\$ 129.68	\$ 496.92	\$ 1,066.21	\$ 5,282.09	\$ 1,005.00	\$ 76.80	\$ 8,056.70	\$ 7,000.02	\$ (1,056.68) BN8
Total 5400 Supplies	\$ 129.68	\$ 496.92	\$ 1,099.17	\$ 5,317.09	\$ 1,005.00	\$ 76.80	\$ 8,124.66	\$ 7,250.04	\$ (874.62)
5500 Provider Payments (Tot Box Rec)	\$ 27,162.60	\$ 15,835.20	\$ 23,890.80	\$ 4,051.60	\$ 27,362.60	\$ 35,141.80	\$ 133,444.60	\$ 90,000.00	\$ (43,444.60)
5600 Advertising & Marketing									
5610 Postage and Delivery	\$ 0.00	\$ 164.61	\$ 0.00	\$ 1.92	\$ 0.00	\$ 7.07	\$ 173.60	\$ 600.00	\$ 426.40
5620 Printing/Playbills/Tickets	\$ 0.00	\$ 433.53	\$ 1,642.48	\$ 1,809.80	\$ 171.60	\$ 2,490.63	\$ 6,548.04	\$ 4,249.98	\$ (2,298.06) BN9
5630 Advertising / Marketing	\$ 0.00	\$ 87.47	\$ 776.00	\$ 1,275.00	\$ 245.00	\$ 335.00	\$ 2,718.47	\$ 4,999.98	\$ 2,281.51
Total 5600 Advertising & Marketing	\$ 0.00	\$ 685.61	\$ 2,418.48	\$ 3,086.72	\$ 416.60	\$ 2,832.70	\$ 9,440.11	\$ 9,849.96	\$ 409.85
5700 Contract Labor	\$ 549.00	\$ 320.00	\$ 340.00	\$ 360.00	\$ 90.00	\$ 940.00	\$ 2,599.00	\$ 10,000.02	\$ 7,401.02
Total Cost of Goods Sold	\$ 28,196.74	\$ 19,205.07	\$ 30,796.47	\$ 20,349.04	\$ 30,199.20	\$ 45,405.04	\$ 174,151.56	\$ 138,350.04	\$ (35,801.52)
Gross Profit	\$ 16,771.34	\$ 30,896.07	\$ 34,504.19	\$ 29,174.99	\$ 32,297.93	\$ 10,873.75	\$ 154,518.27	\$ 106,849.96	\$ 47,668.31

	First Quarter 2019-20			Second Quarter 2019-20			YTD Actual -Budget, Q1 and Q2		
	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Total		
	Actual	Actual	Actual	Actual	Actual	Actual	YTD Actual	YTD Budget	Variance
Expenses									
6000 City Reimbursement	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 28,972.00	\$ 28,972.00	\$ 12,499.98	\$ (16,472.02) BN10
6100 Capital Replacement	\$ 53.63	\$ 1,651.83	\$ 101.88	\$ 577.35	\$ 3,051.60	0.00	\$ 5,436.29	\$ 10,500.00	\$ 5,063.71
6200 City Reimbursed Staffing	\$ 10,479.64	\$ 10,479.64	\$ 10,479.64	10,100.50	10,100.50	\$ 10,100.50	\$ 61,740.41	\$ 64,000.02	\$ 2,259.61
6300 Credit Card Service Fees	\$ 10.00	\$ 10.00	\$ 10.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30.00	\$ 0.00	\$ (30.00)
6350 Credit Card Discount Fees	\$ 1,920.88	\$ 1,639.67	\$ 2,359.79	2,892.86	2,433.26	3,040.76	\$ 14,287.22	\$ 4,500.00	\$ (9,787.22)
6360 Service Fees (Bank Charges)									
6361 Bank Fees	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 150.00
Total 6360 Service Fees (Bank Charges)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 150.00
Total 6300 Credit Card Service Fees	\$ 1,930.88	\$ 1,649.67	\$ 2,369.79	\$ 2,892.86	\$ 2,433.26	\$ 3,040.76	\$ 14,317.22	\$ 4,650.00	\$ (9,667.22) BN11
6400 Dues/Licenses/Permits									
6410 Dues and Subscriptions	\$ 163.74	\$ 191.38	\$ 63.75	\$ 127.50	\$ 0.00	\$ 0.00	\$ 546.37	\$ 1,750.02	\$ (1,203.65)
6420 Licenses and Permits	\$ 793.00	\$ 0.00	\$ 398.00	\$ 6,679.24	\$ 0.00	\$ (83.00)	\$ 7,787.24	\$ 8,500.02	\$ 712.78
Total 6400 Dues/Licenses/Permits	\$ 956.74	\$ 191.38	\$ 461.75	\$ 6,806.74	\$ 0.00	\$ (83.00)	\$ 8,333.61	\$ 10,250.04	\$ 1,916.43
6600 Office Expense									
6610 Office Supplies	\$ 0.00	\$ 6.42	\$ 66.59	\$ 213.16	\$ 0.00	\$ 3.19	\$ 289.36	\$ 1,249.98	\$ 960.62
Total 6600 Office Expense	\$ 0.00	\$ 6.42	\$ 66.59	\$ 213.16	\$ 0.00	\$ 3.19	\$ 289.36	\$ 1,249.98	\$ 960.62
Total Expenses	\$ 13,420.89	\$ 13,978.94	\$ 13,479.65	\$ 20,590.61	\$ 15,585.36	\$ 42,033.45	\$ 119,088.89	\$ 103,150.02	\$ (15,938.87)
Net Operating Income	\$ 3,350.45	\$ 16,917.13	\$ 21,024.54	\$ 8,584.38	\$ 16,712.57	\$ (31,159.70)	\$ 35,429.38	\$ 3,699.94	\$ 31,729.44
Net Income	\$ 3,350.45	\$ 16,917.13	\$ 21,024.54	\$ 8,584.38	\$ 16,712.57	\$ (31,159.70)	\$ 35,429.38	\$ 3,699.94	\$ 31,729.44

**Simi Valley Cultural Arts Center
Budget vs. YTD Actuals: FY 2019-2020
Summary**

	First Quarter 2019-20			Second Quarter 2019-20			YTD Actual -Budget, Q1 and Q2		
	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Total		
	Actual	Actual	Actual	Actual	Actual	Actual	YTD Actual	YTD Budget	Variance
Total 4000 Box Office Income	\$ 28,686.30	\$ 40,373.60	\$ 47,534.17	\$ 43,971.36	\$ 54,675.17	\$ 33,937.28	\$ 249,177.88	\$ 167,049.96	\$ 82,127.92
Total 4200 Contributions Income	\$ 2,738.00	\$ 2,738.00	\$ 2,738.00	\$ 2,738.00	\$ 2,738.00	\$ 2,751.65	\$ 16,441.65	\$ 17,050.02	\$ (608.37)
Total 4400 Grants	\$ 271.44	\$ 48.86	\$ 194.00	\$ 197.68	\$ 627.00	\$ 691.00	\$ 2,029.98	\$ 874.98	\$ 1,155.00
Total 4500 Rental Fee Income	\$ 4,165.00	\$ 4,237.00	\$ 4,122.00	\$ 265.00	\$ 3,524.00	\$ 4,548.00	\$ 20,861.00	\$ 32,499.96	\$ (11,638.96)
Total 4600 Concessions	\$ 146.00	\$ 114.00	\$ 1,276.50	\$ 2,064.00	\$ 345.00	\$ 2,417.00	\$ 6,362.50	\$ 5,100.00	\$ 1,262.50
Total 4700 Advertising Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.02	\$ (250.02)
Total 4800 Reimbursed Technical Costs	\$ 8,957.60	\$ 2,586.00	\$ 9,432.40	\$ 284.00	\$ 584.00	\$ 11,929.70	\$ 33,773.70	\$ 22,375.06	\$ 11,398.64
4900 Interest Income	\$ 3.74	\$ 3.68	\$ 3.59	\$ 3.99	\$ 3.96	\$ 4.16	\$ 23.12	\$ 0.00	\$ 23.12
Total Income	\$ 44,968.08	\$ 50,101.14	\$ 65,300.66	\$ 49,524.03	\$ 62,497.13	\$ 56,278.79	\$ 328,669.83	\$ 245,200.00	\$ 83,469.83
Less: Cost of Goods Sold	\$ 28,196.74	\$ 19,205.07	\$ 30,796.47	\$ 20,349.04	\$ 30,199.20	\$ 45,405.04	\$ 174,151.56	\$ 138,350.04	\$ (35,801.52)
Gross Profit	\$ 16,771.34	\$ 30,896.07	\$ 34,504.19	\$ 29,174.99	\$ 32,297.93	\$ 10,873.75	\$ 154,518.27	\$ 106,849.96	\$ 47,668.31
Less: Expenses	\$ 13,420.89	\$ 13,978.94	\$ 13,479.65	\$ 20,590.61	\$ 15,585.36	\$ 42,033.45	\$ 119,088.89	\$ 103,150.02	\$ (15,938.87)
Net Income	\$ 3,350.45	\$ 16,917.13	\$ 21,024.54	\$ 8,584.38	\$ 16,712.57	\$ (31,159.70)	\$ 35,429.38	\$ 3,699.94	\$ 31,729.44

FY 2019-20 Detailed Mid-Year Report (Q1-Q2 Actual vs Budget)

- BN1 Provider credit card fees Q2 reflect Matilda's robust box office income.
- BN2 Box Office income surplus in Q1 reflects presales for Mamma Mia as well as healthy sales of Drowsy. Q2 box office surplus reflects Mamma Mia, Matilda and Elf.
- BN3 Share the Arts income in Q2 reflects they very successful holiday Craft Fair.
- BN4 Q2 MPR income does not reflect 2 months of Rotary rental which was paid in January 2020. Also, we changed Rotary billing to now separate out the MPR rental and tech staff fee which were previously recorded all as MPR rental.
- BN5 Reimbursed tech fee income in Q1 reflects a very busy rental quarter vs Q2 which was mostly SVCAC productions.
- BN6 Mic rental income reflects that both Q1 and Q2 had large cast shows from ARTS that used maximum number of mics.
- BN7 Artists Fees will be heavier this first half of FY with Mamma Mia and Elf as opposed to 2nd half with just 1 SVCAC production.
- BN8 Technical supplies heavy in Q2 reflecting payment for both Mamma Mia and Elf supplies.
- BN9 Printing costs higher in Q2 reflects payment for both Mamma Mia and Elf productions printing needs in one quarter.
- BN10 Currently the City reimbursement for 10% is paid in lump sum, not quarterly. Therefore there will not be any further payment in Q3 & Q4.
- BN11 Credit Card Service Fees higher in Q2 reflecting that majority of Mamma Mia and Elf income was in Q2.

Simi Valley Cultural Arts Center
FY 2019-20 Mid-Year Comparison to FY 2018-19 Mid-Year

	YTD FY 19-20 Actual -Budget, Q1 and Q2			YTD Actual - Budget, FY 18-19, Q1 and Q2		
	Total			Total		
	YTD Actual (Jul-Dec)	YTD Budget (Jul-Dec)	Variance	YTD Actual (Jul-Dec)	YTD Budget (Jul-Dec)	Variance
Income						
4000 Box Office Income						
4010 Service Charges						
4011 Ticket Surcharge	\$ 9,004.50	\$ 8,500.02	\$ 504.48	\$ 12,175.50	\$ 8,250.00	\$ 3,925.50 BN1
4012 Ticket Printing	\$ 0.00	\$ 49.98	\$ (49.98)	\$ 0.00	\$ 50.02	\$ (50.02)
4016 Provider Credit Card Fees	\$ 5,491.99	\$ 3,499.98	\$ 1,992.01	\$ 6,127.76	\$ 3,000.00	\$ 3,127.76
Total 4010 Service Charges	\$ 14,496.49	\$ 12,049.98	\$ 2,446.51	\$ 18,303.26	\$ 11,300.02	\$ 7,003.24
4040 Box Office Sales (Gross)						
4020 Box Office	\$ 227,533.39	\$ 147,499.98	\$ 80,033.41	\$ 179,136.50	\$ 145,000.04	\$ 34,136.46
4030 Gift Certificate Sales	\$ 7,148.00	\$ 7,500.00	\$ (352.00)	\$ 9,198.50	\$ 7,000.04	\$ 2,198.46
Total 4040 Box Office Sales (Gross)	\$ 234,681.39	\$ 154,999.98	\$ 79,681.41	\$ 188,335.00	\$ 152,000.08	\$ 36,334.92
Total 4000 Box Office Income	\$ 249,177.88	\$ 167,049.96	\$ 82,127.92	\$ 206,638.26	\$ 163,300.10	\$ 43,338.16
4200 Contributions Income						
4210 Sponsorships	\$ 0.00	\$ 250.02	\$ (250.02)	\$ 0.00	\$ 25.00	\$ (25.00)
4220 Misc. Income	\$ 13.65	\$ 49.98	\$ (36.33)	\$ 0.00	\$ 50.02	\$ (50.02)
4230 Foundation Contributions	\$ 16,428.00	\$ 16,500.00	\$ (72.00)	\$ 16,026.00	\$ 15,500.02	\$ 525.98
4240 Payroll Deduction Contributions	\$ 0.00	\$ 250.02	\$ (250.02)	\$ 785.13	\$ 250.04	\$ 535.09 BN2
Total 4200 Contributions Income	\$ 16,441.65	\$ 17,050.02	\$ (608.37)	\$ 16,811.13	\$ 15,825.08	\$ 986.05
4400 Grants						
4450 Share The Arts	\$ 2,029.98	\$ 874.98	\$ 1,155.00	\$ 626.25	\$ 750.00	\$ (123.75)
Total 4400 Grants	\$ 2,029.98	\$ 874.98	\$ 1,155.00	\$ 626.25	\$ 750.00	\$ (123.75)
4500 Rental Fee Income						
4510 Cleaning/Damage Income	\$ 425.00	\$ 499.98	\$ (74.98)	\$ 205.75	\$ 350.02	\$ (144.27)
4530 Rental Fees - Theater	\$ 18,015.00	\$ 21,000.00	\$ (2,985.00)	\$ 26,775.25	\$ 21,000.00	\$ 5,775.25
4540 Rental Fees - Multipurpose Room	\$ 2,421.00	\$ 10,999.98	\$ (8,578.98)	\$ 15,347.00	\$ 15,000.00	\$ 347.00 BN3
Total 4500 Rental Fee Income	\$ 20,861.00	\$ 32,499.96	\$ (11,638.96)	\$ 42,328.00	\$ 36,350.02	\$ 5,977.98
4600 Concessions						
4610 Gallery/CD Sales	\$ 439.00	\$ 600.00	\$ (161.00)	\$ 942.80	\$ 600.00	\$ 342.80
4620 Cnc's - Beer/Wine	\$ 1,382.00	\$ 1,249.98	\$ 132.02	\$ 1,454.00	\$ 1,250.02	\$ 203.98
4630 Cnc's - Food/Soft Drinks	\$ 4,541.50	\$ 3,250.02	\$ 1,291.48	\$ 3,550.00	\$ 3,500.08	\$ 49.92
Total 4600 Concessions	\$ 6,362.50	\$ 5,100.00	\$ 1,262.50	\$ 5,946.80	\$ 5,350.10	\$ 596.70
4700 Advertising Income		\$ 250.02	\$ (250.02)	\$ 0.00	\$ 250.04	\$ (250.04)
4800 Reimbursed Technical Costs						
4820 Other	\$ 1,026.70	\$ 1,000.02	\$ 26.68	\$ 756.50	\$ 375.00	\$ 381.50
4830 Reimbursed Tech Staff Costs	\$ 25,202.50	\$ 16,000.02	\$ 9,202.48	\$ 21,076.00	\$ 14,875.04	\$ 6,200.96 BN4
4840 Reimb Equipmental Rental						
4841 Lamp Usage Reimbursement	\$ 220.00	\$ 0.00	\$ 220.00	\$ 715.00	\$ 0.00	\$ 715.00
4842 Reimbursed Projector Rental	\$ 0.00	\$ 250.00	\$ (250.00)	\$ 280.00	\$ 300.00	\$ (20.00)
4844 Spotlight rental income	\$ 800.00	\$ 375.00	\$ 425.00	\$ 340.00	\$ 375.00	\$ (35.00)
4845 Piano rental fee	\$ 0.00	\$ 250.02	\$ (250.02)	\$ 151.00	\$ 50.02	\$ 100.98
4846 Microphone rentals	\$ 6,524.50	\$ 4,500.00	\$ 2,024.50	\$ 6,220.00	\$ 4,000.04	\$ 2,219.96
Total 4840 Reimb Equipmental Rental	\$ 7,544.50	\$ 5,375.02	\$ 2,169.48	\$ 7,706.00	\$ 4,725.06	\$ 2,980.94
Total 4800 Reimbursed Technical Costs	\$ 33,773.70	\$ 22,375.06	\$ 11,398.64	\$ 29,538.50	\$ 19,975.10	\$ 9,563.40
4900 Interest Income	\$ 23.12	\$ -	\$ 23.12	\$ 20.43	\$ 0.00	\$ 20.43
Total Income	\$ 328,669.83	\$ 245,200.00	\$ 83,469.83	\$ 301,909.37	\$ 241,800.44	\$ 60,108.93

	YTD FY 19-20 Actual -Budget, Q1 and Q2			YTD Actual - Budget, FY 18-19, Q1 and Q2		
	Total			Total		
	YTD Actual (Jul-Dec)	YTD Budget (Jul-Dec)	Variance	YTD Actual (Jul-Dec)	YTD Budget (Jul-Dec)	Variance
Cost of Goods Sold						
5000 Special Events	\$ 1,563.89	\$ 4,999.98	\$ 3,436.09	\$ 15,075.72	\$ 16,500.00	\$ 1,424.28 BN5
5100 Booking/Artists Fee						
5175 Artist Fees	\$ 17,343.50	\$ 13,750.02	\$ (3,593.48)	14,149.50	12,500.02	\$ (1,649.48)
Total 5100 Booking/Artists Fee	\$ 17,343.50	\$ 13,750.02	\$ (3,593.48)	\$ 14,149.50	\$ 12,500.02	\$ (1,649.48)
5300 Concession Supplies						
5320 Promo Items	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 300.00	\$ (100.00)
5340 Gallery/CD Sales Payout	\$ 525.00	\$ 625.02	\$ 100.02	\$ 288.00	\$ 600.00	\$ 312.00
5360 Cnc's Supp- Food	\$ 754.25	\$ 1,249.98	\$ 495.73	\$ 1,089.17	\$ 1,250.02	\$ 160.85
5380 Cnc's Supp-Beer/Wine	\$ 356.55	\$ 625.02	\$ 268.47	\$ 422.82	\$ 500.02	\$ 77.20
Total 5300 Concession Supplies	\$ 1,635.80	\$ 2,500.02	\$ 864.22	\$ 2,199.99	\$ 2,650.04	\$ 450.05
5400 Supplies						
5410 Supplies - Operating & Misc	\$ 32.96	\$ -	\$ (32.96)	\$ 2.15	\$ 0.00	\$ (2.15)
5420 Equipment Rentals	\$ 35.00	\$ 250.02	\$ 215.02	\$ 0.00	\$ 250.04	\$ 250.04
5430 Technical Supplies	\$ 0.00	\$ 7,000.02	\$ 7,000.02	\$ 0.00	\$ 7,000.04	\$ 7,000.04
5431 Lighting	\$ 290.07	\$ 0.00	\$ (290.07)	\$ 179.59	\$ 0.00	\$ (179.59)
5432 Sound	\$ 1,137.15	\$ 0.00	\$ (1,137.15)	\$ 635.52	\$ 0.00	\$ (635.52)
5434 Costumes / Makeup / Wigs	\$ 4,483.89	\$ 0.00	\$ (4,483.89)	\$ 118.51	\$ 0.00	\$ (118.51)
5435 Props	\$ 611.59	\$ 0.00	\$ (611.59)	\$ (17.43)	\$ 0.00	\$ 17.43
5436 Set Supplies	\$ 1,534.00	\$ 0.00	\$ (1,534.00)	\$ 475.59	\$ 0.00	\$ (475.59)
Total 5430 Technical Supplies	\$ 8,056.70	\$ 7,000.02	\$ (1,056.68)	\$ 1,391.78	\$ 7,000.04	\$ 5,608.26 BN6
Total 5400 Supplies	\$ 8,124.66	\$ 7,250.04	\$ (874.62)	\$ 1,393.93	\$ 7,250.08	\$ 5,856.15
5500 Provider Payments (Tot Box Rec)	\$ 133,444.60	\$ 90,000.00	\$ (43,444.60)	\$ 167,530.70	\$ 85,000.04	\$ (82,530.66) BN7
5600 Advertising & Marketing						
5610 Postage and Delivery	\$ 173.60	\$ 600.00	\$ 426.40	\$ 64.88	\$ 300.00	\$ 235.12
5620 Printing/Playbills/Tickets	\$ 6,548.04	\$ 4,249.98	\$ (2,298.06)	\$ 605.70	\$ 4,250.02	\$ 3,644.32 BN8
5630 Advertising / Marketing	\$ 2,718.47	\$ 4,999.98	\$ 2,281.51	\$ 4,613.05	\$ 2,750.02	\$ (1,863.03)
Total 5600 Advertising & Marketing	\$ 9,440.11	\$ 9,849.96	\$ 409.85	\$ 5,283.63	\$ 7,300.04	\$ 2,016.41
5700 Contract Labor	\$ 2,599.00	\$ 10,000.02	\$ 7,401.02	\$ 2,218.00	\$ 10,000.04	\$ 7,782.04
Total Cost of Goods Sold	\$ 174,151.56	\$ 138,350.04	\$ (35,801.52)	\$ 207,851.47	\$ 141,200.26	\$ (66,651.21)
Gross Profit	\$ 154,518.27	\$ 106,849.96	\$ 47,668.31	\$ 94,057.90	\$ 100,600.18	\$ (6,542.28)

	YTD FY 19-20 Actual -Budget, Q1 and Q2			YTD Actual - Budget, FY 18-19, Q1 and Q2		
	YTD Actual (Jul-Dec)	YTD Budget (Jul-Dec)	Variance	YTD Actual (Jul-Dec)	YTD Budget (Jul-Dec)	Variance
Expenses						
6000 City Reimbursement	\$ 28,972.00	\$ 12,499.98	\$ (16,472.02)	\$ 30,933.00	\$ 10,500.00	\$ (20,433.00)
6100 Capital Replacement	\$ 5,436.29	\$ 10,500.00	\$ 5,063.71	\$ 1,961.02	\$ 10,000.04	\$ 8,039.02 BN9
6200 City Reimbursed Staffing	\$ 61,740.41	\$ 64,000.02	\$ 2,259.61	\$ 57,478.80	\$ 60,750.00	\$ 3,271.20
6300 Credit Card Service Fees	\$ 30.00	\$ 0.00	\$ (30.00)	\$ 0.00	\$ 0.00	\$ 0.00
6350 Credit Card Discount Fees	\$ 14,287.22	\$ 4,500.00	\$ (9,787.22)	\$ 7,117.89	\$ 4,250.02	\$ (2,867.87) BN10
6360 Service Fees (Bank Charges)				\$ -	\$ -	\$ -
6361 Bank Fees	\$ 0.00	\$ 150.00	\$ 150.00	\$ 169.00	\$ 100.04	\$ (68.96)
Total 6360 Service Fees (Bank Charges)	\$ 0.00	\$ 150.00	\$ 150.00	\$ 169.00	\$ 100.04	\$ (68.96)
Total 6300 Credit Card Service Fees	\$ 14,317.22	\$ 4,650.00	\$ (9,667.22)	\$ 7,286.89	\$ 4,350.06	\$ (2,936.83)
6400 Dues/Licenses/Permits						
6410 Dues and Subscriptions	\$ 546.37	\$ 1,750.02	\$ (1,203.65)	\$ 528.74	\$ 900.00	\$ 371.26
6420 Licenses and Permits	\$ 7,787.24	\$ 8,500.02	\$ 712.78	\$ 5,245.54	\$ 8,500.04	\$ 3,254.50
Total 6400 Dues/Licenses/Permits	\$ 8,333.61	\$ 10,250.04	\$ 1,916.43	\$ 5,774.28	\$ 9,400.04	\$ 3,625.76
6500 Professional/Special Services	\$ -	\$ -	\$ -	\$ 1,700.00	\$ 1,750.04	\$ 50.04 BN11
6600 Office Expense						
6610 Office Supplies	\$ 289.36	\$ 1,249.98	\$ 960.62	\$ 289.80	\$ 1,250.02	\$ 960.22
Total 6600 Office Expense	\$ 289.36	\$ 1,249.98	\$ 960.62	\$ 289.80	\$ 1,250.02	\$ 960.22
Total Expenses	\$ 119,088.89	\$ 103,150.02	\$ (15,938.87)	\$ 105,423.79	\$ 98,000.20	\$ (7,423.59)
Net Operating Income	\$ 35,429.38	\$ 3,699.94	\$ 31,729.44	\$ (11,365.89)	\$ 2,599.98	\$ (13,965.87)
Net Income	\$ 49,915.38	\$ 3,699.94	\$ 46,215.44	\$ (11,365.89)	\$ 2,599.98	\$ (13,965.87)

FY 2019-20 Mid-Year Comparison to FY 2018-19 Mid-Year

- BN1 Higher Ticket Surcharge in FY 18-19 reflects more rental productions in first half of FY year. No ticket surcharge is applied to SVCAC produced events.
- BN2 Payroll deduction income did not arrive in Q1 & Q2 for FY 19-20. It will be reflected in Q3 & Q4 for this fiscal year.
- BN3 MPR Rental Fees in FY 18-19 included income for the catering fees for Rotary meetings. In FY 19-20 policy was changed so that Rotary paid caterer directly.
- BN4 Reimbursed Tech Fee spike reflect that tech fee charged to providers was increased in FY 19-20 from \$27.50/hr to \$39/hr.
- BN5 Special Events expense in FY 18-19 included fees paid to caterer from SVCAC for Rotary (offsetting the increased income in the MPR Rental Fee line). In FY 19-20 these payments were eliminated from SVCAC budget.
- BN6 Lower Tech Supplies expense in FY 18-19 reflects more rental productions in first half of year than in FY 19-20.
- BN7 Higher Provider Payment expense in FY 18-19 reflects more rental productions in first half of than in FY 19-20.
- BN8 Higher Printing Cost in FY 19-20 reflects more SVCAC produced events than in same time frame of FY 18-19.
- BN9 Capital Replacement for FY 19-20 increase reflects emergency purchase of new sound mixer board for Main Stage.
- BN10 Significant increase in Credit Card Discount Fees reflects \$50K higher box office income in FY 19-20. Also increased CC Fees are in process of being analyzed by City.
- BN11 Professional/Special Services budget category was where the Accountant was paid in FY 18-19. That budget line was eliminated with move to City accounting oversight.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: Fred Helsel, Community Services Manager, Cultural Arts Center

SUBJECT: MID-YEAR REVIEW OF THE CULTURAL ARTS CENTER CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2019-20 AND REVIEW OF THE FISCAL YEAR 2020-21 CAPITAL IMPROVEMENT PROGRAM

The Capital Replacement Program for the Cultural Arts Center (CAC) is designed to be reviewed by the Arts Commission annually during the budget process. It serves as a management tool to identify, in advance, and plan for the purchase of the CAC's future equipment and capital needs, as well as on-going maintenance. The following is an updated list of capital equipment items that the CAC has purchased out of the approved operations budget as identified in the financial operating structure approved by the City Council. Staff will continue to track and report on these expenditures. The following list represents purchases made in the first two quarters of FY 2019-20.

Capital Equipment Items Purchased by the Cultural Arts Center

Lighting Equipment Replacement	\$ 427.31
Microphone and Sound Equipment Replacements	\$1,705.46
Stanchions for Orchestra Pit	\$ 150.04
Replacement Sound Board	\$3,051.60
Back-Up Storage Hard Drive for MacBook	\$ 101.88

Capital Expenditures 07/01/2019-12/31/2019 **\$5,436.29**

Capital Projects Approved, in Progress, or on Hold:

Augment Existing Projection System (on hold)

A 6,000-10,000 lumen projector with a 0.3:1 specialty lens would increase scenic capability by allowing projections on the cyclorama (cyc) making it available for film, animation, and special effects projections.

Estimated Cost \$13,000

Upgrade sound package with two (2) Shotgun microphones (on hold)

Non-musical productions need some sound support, for the audiences comfort, but not the full lavalier support that musicals demand. The Sennheiser 416 Shotgun microphone will help solve the non-musical sound projection difficulty.

Estimated Cost \$ 2,200

Rolling storage cabinets for tools and hardware (4)

Our current rolling wooden cabinets are in need of constant repair and should be replaced with lighter weight metal or plastic cabinets that are stronger, have greater capacity and are more mobile.

Estimated Cost \$ 800

Mac Mini replacement

The Macintosh Mini used for running Q Lab for projections, sound and lighting cues for productions and concerts is in need of replacement.

Estimated Cost \$ 3,500

Proposed Capital Projects

Microphone Replacement and Digital Upgrade

Microphone replacement is an ongoing capital expense for the Center considering the heavy use our equipment endures throughout a season. A typical production uses between 16-20 mics, not including mic swaps during the performance. In addition, recent regulatory changes made by the FCC are forcing us to move to digital mics to replace our current 600 megahertz (MHz) mics. Currently we have six of the 600 MHz frequency series that will soon be obsolete as FCC requirements require us to cease using the 600 MHz bandwidth as of July 2020. Estimated cost of replacing those six mics with a new digital wireless mic system is \$12,000 - \$15,000. SVCAC also has mics in the 500 MHz frequency that are currently still usable but there is a maximum use limit of 16 mics in one frequency band. Future FCC regulatory action could force these mics to also become obsolete and force us to move all of our mics to a digital platform. In the meantime, we will still need to be routinely maintaining, replacing and repairing our current 500 MHz series mics.

Estimated Cost \$15,000 - \$18,000

Clear Com CZ11513 Wireless communication system

The Clear Com communication system at the CAC was partially upgraded in FY 2018-19 with generic, non-Clear Com brand equipment. Unfortunately most of these headsets have been failing and are in need of replacement. The manufacturer of this generic equipment no longer offers replacement parts for their system. CAC would like to upgrade to all dedicated Clear Com branded equipment that can utilize existing Clear Com lines at CAC and allow for uninterrupted, open communication between the technical staff during events. With a wireless open communication system, staff would be able to more fully respond to production, patron and potential emergency needs.

Estimated Cost \$10,000

RECOMMENDATION

Staff recommends that the Simi Valley Arts Commission authorize staff to include the proposed capital projects in the amount of \$28,000 in the Fiscal Year 2020-21 budget for approval by the City Council.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: Fred Helsel, Community Services Manager, Cultural Arts Center

SUBJECT: CREDIT CARD PROCESSING FEES

The credit card processing fees for ticket sales at the Cultural Arts Center have increased significantly in recent years. While some of the increase in the Credit Card Service Fees can be attributed to an increase in box office revenue, the overall fees charged by credit card processing companies have also significantly increased. This is not isolated to the CAC. The City's Administrative Services Department is currently evaluating their credit card processing services with their utility billing system, and are evaluating whether the City should enter into a new contract once the term expires at the end of the year. Staff will be working with the Administrative Services Department to determine average processing cost for the CAC, explore other payment processing organizations, and to determine if the existing contract is competitive with industry standards. Staff is anticipating that this matter will return to the Arts Commission within the next few months.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020
TO: Simi Valley Arts Commission
FROM: Anna Medina, Deputy Community Services Director
SUBJECT: ARTS COMMISSION RECRUITMENT

The 2020 Arts Commission recruitment for public members is scheduled to begin in early March of 2020. These recruitments typically occur in early spring for an appointment term that begins on July 1, which is the beginning of the Fiscal Year. Public members of the Arts Commission are appointed to serve staggered two year terms of service. There are five total public member positions on the Arts Commission.

Following this rotation schedule, the three members of the Arts Commission that began their term on July 1, 2018 will have their term of service conclude on June 30, 2020.

These members are:

- Dennis Lorencz
- Nick Palky
- Alexandra Walker

There are no term limits affiliated with service on the Arts Commission and existing members whose term of service is scheduled to conclude can reapply. In order to be considered, a new application would need to be submitted during the Spring 2020 recruitment process.

Outgoing Arts Commissioners will be presented with a certificate of appreciation for their service at a June 2020 City Council meeting. Staff will contact the outgoing Arts Commissioners once the date for this meeting has been confirmed.

Staff will be available for questions at the February 26, 2020 meeting.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: Anna Medina, Deputy Community Services Director

SUBJECT: CONSIDERATION OF THE MARQUEE SPONSORSHIP POLICY AND RECOMMENDATION FOR CITY COUNCIL APPROVAL

The Simi Valley Cultural Arts Center (CAC) is responsible for programming the marquee (digital/electronic sign) at the corner of East Los Angeles Avenue and Church Street. The purpose of this marquee is to display the upcoming and current events associated with the CAC. The CAC also has the intention of utilizing the visibility of the marquee to attract sponsors as a new revenue source.

Staff has developed the attached Cultural Arts Center Marquee Sponsorship Policy to provide an itemization of definitions that apply to the policy and definitions and guidelines regarding any potential sponsor branding that may occur. The policy elements were developed to: limit sponsor branding to name and logo only; prohibits any form of advertisement, or political endorsements; allows for the Simi Valley Cultural Arts Center Foundation to offer marquee branding to sponsors with a minimum contribution level; and, remain in adherence to the Marquee Operation Policy already in place.

The policy document has been reviewed by the City Attorney's office and all recommended revisions have been completed.

The following alternatives are available to the Arts Commission:

1. Recommend the Cultural Arts Center Marquee Sponsorship Policy for City Council approval;
2. Recommend changes to the Cultural Arts Center Marquee Sponsorship Policy and have staff return at a future Arts Commission meeting with a revised version;
3. Provide staff with further direction.

Staff recommends Alternative No. 1.

Recommended Motion: I move to recommend the Cultural Arts Center Marquee Sponsorship Policy for City Council approval.

Attachment

Marquee Sponsorship Policy:

It is the intent of the Center to actively pursue sponsorships from individuals, foundations, corporations, service clubs and other entities for the benefit of the Center. In reciprocation for the sponsorship, it is the intent of the Center to provide sponsors appropriate acknowledgement on the marquee through the display of their names and/or logos.

Definitions:

For the purposes of this policy, the following definitions shall apply:

1. "Logo" refers to the design, mark, or symbol that serves the purpose of identifying an individual, group or organization.
2. "Branding" refers to the display of the name of a sponsoring individual, organization or group and/or a logo.
3. "Sponsor" refers to the individual, group or organization providing money, goods, or services in support of the activities, events, programs or facilities of the Center in exchange for recognition and acknowledgement.
4. "Sponsorship" is the action of the "Sponsor" to associate its name and/or logo with Center events. It is a business relationship in which the sponsor is provides a donation of funds, goods, and/or services to the Center in exchange for acknowledgement of the support.

Guidelines:

All sponsorships shall comply with the guidelines established by this policy. Any variances of these guidelines must be approved by the City Manager or his/her designee.

1. All sponsors must complete a sponsorship application form prior to any marquee branding.
2. All sponsor branding shall be restricted to name and or logo placement only; no other advertisements, product symbols, pricing, or product names are permitted.
3. Sponsorships must be free of any political endorsements of any type.
4. Sponsors shall be clearly designated as such on all marquee branding.
5. The Simi Valley Cultural Arts Center Foundation may wish to thank sponsors who contribute large sum donations (of at least \$10,000) from the marquee. Such sponsorships and agreement terms for branding must be in accordance

with this policy and approved by the City Manager or his/her designee prior to offering the sponsorship opportunity.

6. The City of Simi Valley retains full control over the sponsorship terms required for branding on the marquee. This includes minimum sponsorship amounts and the length of time any branding may appear on display.
7. The City of Simi Valley maintains full editorial control and discretion of the appropriateness, placement, and appearance of sponsor acknowledgement.
8. Acceptance and approval of all sponsorships and associated branding remains at the discretion of the City Manager or his or her designee.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: David Yoshitomi, Community Services Manager

SUBJECT: UPDATE ON THE SIMI VALLEY CULTURAL ARTS CENTER STRATEGIC PLAN

The first phase of the Cultural Arts Center (CAC) strategic plan process concluded in December 2019 and included the following: initial meetings with community stakeholders; a community wide survey that generated 353 responses; a community visioning forum; and interviews with the public members of the Arts Commission.

Staff is now conducting a preliminary assessment of the data collected, including an inventory of the strengths, weaknesses, opportunities and threats revealed in the information gathering process. This assessment will be ongoing during the next phase of the strategic plan, but six areas of emphasis have begun to emerge. These areas are:

1. Quality of Life
2. Sustainability
3. Program Development
4. Facility & Experience
5. Community Partnerships and Outreach
6. Arts Leadership and Advocacy

Staff plans on facilitating focus group meetings for each of the above areas beginning in March 2020. These focus groups will be designed to discuss potential goals, strategy, and tactics as they relate to the emphasis areas. The recommendations from these meetings will be included in presentations to City Council members and Executive Management and will help shape the strategic direction of the plan.

Public members of the Arts Commission are invited and encouraged to participate in these meetings. Staff will provide the Arts Commission with the dates and times of meetings by email once they are confirmed. Arts Commissioner participation will be limited to a maximum of two Arts Commissioners per focus group to remain in compliance with the Brown Act.

Staff will be available at the February 26, 2020 meeting to answer any questions.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: Fred Helsel, Community Services Manager, Cultural Arts Center

SUBJECT: SIMI VALLEY CULTURAL ARTS CENTER PROGRAMMING UPDATE

Attached for the Simi Valley Arts Commission's review is the current calendar of major programming for the 2020 season. Reflected below are programming descriptions for "You're a Good Man, Charlie Brown", "The Diary of Anne Frank", "Joseph and the Amazing Technicolor Dreamcoat", "Bye, Bye, Birdie", "Macbeth", "Twelve Angry Jurors", "A Christmas Story: The Musical", the Annual Spring and Holiday Craft and Gift Fairs, and the annual Mother's Day With Elvis and Blue Christmas With Elvis Concerts featuring Raymond Michael.

Staff will be available at the February 26, 2020 Simi Valley Arts Commission meeting to address any questions. Also, the updated calendar for the months of February, March, and April are attached.



YOU'RE A GOOD MAN, CHARLIE BROWN

March 7 – April 5, 2020

Presented by Actors' Repertory Theatre of Simi. Charles Schulz's beloved comic comes to life in Clark Gesner's classic musical *You're a Good Man, Charlie Brown*. The whole gang is here: bossy Lucy is hopelessly in love with piano prodigy Schroeder who doesn't give her the time of day, perfectionist Sally is still mocking blanket-toting Linus, Snoopy is in the doghouse, and "blockhead," himself, Charlie Brown, is in rare form. Brief vignettes span the months from Valentine's Day to Beethoven Day, from wild optimism to utter despair. In this revised version, with additional music and lyrics by Andrew Lippa and dialogue by Michael Mayer, the sweet, joyful innocence of the Peanuts gang is maintained, but a fresh insouciance and playfulness is revealed. The new script features two new songs, particularly funny dialogue, and new, catchy orchestrations. Whether you're keen to fly with the Red Baron, moon over the

Moonlight Sonata, or just do your best to find "Happiness," ***You're a Good Man, Charlie Brown*** is a crowd-pleasing classic. PLEASE NOTE: The Sat matinees on March 28 and April 4 will feature an all youth cast. All other performances will feature an adult cast. Tickets are \$28 Adults, \$24 Seniors & Students and \$20 Children 12 & Under.



THE DIARY OF ANNE FRANK

April 17 – 19, 2020

Presented by Lit Live Theatre Company. Based on the real-life story told in one of the most famous books of all time, this play dramatizes the 1942-1944 writings of a Jewish schoolgirl, chronicling her fate and that of seven other friends and family members who are in hiding from the Nazis. Anne Frank emerges from history an intensely gifted young girl, who confronts the increasing horror for her time with honesty, wit and determination. An impassioned drama, this play captures the claustrophobic realities of their daily existence – their fear, their hope, their laughter and their grief. Anne's spirit and optimism touches all audiences and reminds us that forgiveness and faith in the good of people is what keeps the world in balance, even when all seems lost. Tickets are \$25 Adults, \$22 Seniors & Students and \$18 Children 12 & Under.



SPRING CRAFT AND GIFT FAIR

Sunday, May 3, 2020 – 10 am – 4 pm

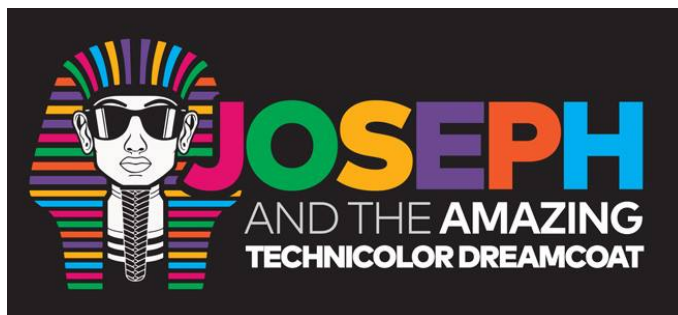
Pick up those one of a kind Mother's Day gifts at SVCAC's Annual Spring Craft & Gift Fair. Admission is FREE OF CHARGE! Browse the handmade crafts, unique gifts and tempting treats of over 50 vendors! This event is always a great place to find hand crafted candles, soaps, jewelry, clothing, homemade jams, teas, and more! Parking is onsite and free and there will be hourly door prizes! All proceeds from the Spring Craft & Gift Fair go to SVCAC's Share The Arts program!



Raymond Michael's MOTHER'S DAY WITH ELVIS CONCERT

May 10, 2020 – 7:30 pm

Treat your mom and entire family to our annual Mother's Day With Elvis Concert featuring Raymond Michael! Hailed as one of the top Elvis Presley tribute artists in the US, Raymond Michael is a sure fire crowd pleaser. Featuring an evening of great Elvis tunes backed by a fantastic live band! Don't miss this fabulous evening of fun for the entire family! Tickets sell out fast, so get yours today! Tickets are \$35 Adults, \$32 Seniors 60 & Over, \$32 Students, \$30 Children 12 & Under.



JOSEPH AND THE AMAZING TECHNICOLOR DREAMCOAT

July 18 – August 16, 2020

Presented by Actors' Repertory Theatre of Simi. One of the most enduring shows of all time, Tim Rice & Andrew Lloyd Webber's *Joseph and the Amazing Technicolor Dreamcoat* is now reinvented for a new generation. With a contemporary twist, the show exudes all the color, wit, and energy of this irresistible family musical. A joyous retelling of the Biblical story of Joseph, his eleven scheming brothers and his coat of many colors, Joseph is a kaleidoscope of catchy songs and colorful dance numbers – “Any Dream Will Do,” “Close Every Door,” “One More Angel in Heaven” and “Go Go Go Joseph” – parodying various musical styles from rock ‘n’ roll to country and western, French ballad, calypso and jazz. This timeless tale of Joseph is filled with surprising humor for adults and dazzling delights for children, appropriate for the whole family! Tickets are \$28 Adults, \$24 Seniors & Students and \$20 Children 12 & Under.



BYE, BYE BIRDIE

September 5 – October 4, 2020

Presented by Panic Productions. A loving send-up of the 1960s small-town America, teenagers, and rock & roll, **Bye Bye Birdie** remains as fresh and vibrant as ever. Teen heartthrob Conrad Birdie has been drafted, so he chooses All-American girl Kim MacAfee for a very public farewell kiss. Featuring a tuneful high-energy score and a hilarious script, **Bye Bye Birdie** continues to thrill audiences around the world. Hit songs include “Put on a Happy Face,” “One Last Kiss,” “One Boy,” “A Lot of Livin’ to Do,” “Kids!” and “Rosie.” Winner of the Tony Award for Best Musical in 1961, **Bye, Bye Birdie** is a delightful satire of the 1950’s crafted with the fondest affection for the time and the people. Filled with toe-tapping musical theatre classics **Bye, Bye Birdie** is the tops in imagination and good old-fashioned fun! Tickets are \$28 Adults, \$24 Seniors and Students, and \$20 Children 12 & Under.



MACBETH

October 10 - 25, 2020

Presented by California Shakespeare Company. Shakespeare’s psychological thriller **Macbeth** tells the story of an army general who receives a prophecy from three witches that he will one day be the king of Scotland. Compelled by his own ambition, and the influence of his wife, Macbeth will stop at nothing - not even murder - to protect his power. As the price of that power becomes apparent, viewers will wonder how far Macbeth will go to keep his newfound power. California Shakespeare Company returns with a murderously marvelous production for the Halloween season. Tickets are \$25 Adults, \$22 Seniors and Students, and \$18 Children 12 & Under.



12 ANGRY JURORS

October 29 - 31, 2020

Presented by Grace Brethren School. Grace Brethren's fall theater production of Reginald Rose's classic courtroom drama *Twelve Angry Men* (slightly revised as *Twelve Angry Jurors* in order to accommodate a gender-neutral cast) in which a jury must decide whether or not to reach a guilty verdict and sentence a 19-year-old defendant to death. At the beginning of the play, eleven jurors vote "guilty." Only one, Juror #8, believes that the young man might be innocent. He must convince the others that "reasonable doubt" exists. Ticket prices TBD.



Raymond Michael as ELVIS BLUE CHRISTMAS

December 6, 2020 – 7:30 pm

Ring in the holiday season with our annual Raymond Michael's Blue Christmas With Elvis Concert! Hailed as one of the top Elvis Presley tribute artists in the US, Raymond Michael is a sure fire crowd pleaser. Featuring an evening of great holiday tunes as well as all of the King's greatest hits including Love Me Tender, Blue Suede Shoes, Heartbreak Hotel and more! Don't miss this fabulous evening of fun for the entire family! Tickets sell out fast, so get yours today! Tickets are \$35 Adults, \$32 Seniors 60 & Over, \$32 Students, \$30 Children 12 & Under.



A CHRISTMAS STORY: THE MUSICAL

November 21 – December 20, 2020

Presented by Actors' Repertory Theatre of Simi. Based on the perennial holiday movie favorite, **A CHRISTMAS STORY, THE MUSICAL** chronicles young and bespectacled Ralphie Parker as he schemes his way toward the holiday gift of his dreams, an official Red Ryder® Carbine-Action 200-Shot Range Model Air Rifle (“You’ll shoot your eye out kid!”). An infamous leg lamp, outrageous pink bunny pajamas, a maniacal department store Santa, and a triple-dog-dare to lick a freezing flagpole are just a few of the distractions that stand between Ralphie and his Christmas wish. From the songwriting team behind the smash-hit Tony Award-winning musical *Dear Evan Hansen* and the Academy Award-winning film *La La Land*, **A CHRISTMAS STORY, THE MUSICAL** is a triple-dog-dare of a good time and it is sure to warm your heart this holiday season! Tickets are \$28 Adults, \$24 Seniors & Students and \$20 Children 12 & Under.



HOLIDAY CRAFT AND GIFT FAIR

Saturday, December 12, 2020 – 10 am – 4 pm

Pick up those one of a kind holiday gifts at SVCAC’s Annual Holiday Craft & Gift Fair. Admission is FREE OF CHARGE! Browse the handmade crafts, unique gifts and tempting treats of over 50 vendors! This event is always a great place to pick up fun, affordable stocking stuffers! Parking is onsite and free and there will be hourly door prizes! All proceeds from the Holiday Craft & Gift Fair go to SVCAC’s Share The Arts program!

The following projects are pending:

MUSICAL TBA – PENDING RIGHTS

May 30 – June 28, 2020

Presented by Simi Valley Cultural Arts Center. Title is pending rights confirmation. Tickets are \$28 Adults, \$24 Seniors & Students and \$20 Children 12 & Under.



TRIBUTES UNPLUGGED SERIES 2020

September – December, 2020

Presented by 30th Anniversary of Rock N Roll. A series of 4-6 Tribute Band Concerts on Wednesday evenings at 7:30 pm. Specific dates and artists are pending. Tickets are \$35 Adults, \$32 Seniors & Students and \$30 Children 12 & Under.



DORIS AND ME: TRIBUTE TO DORIS DAY

DATE TBA

Presented by 3000 Miles Off Broadway Productions. *Doris and Me* is a joyful celebration of the music, life and career of Doris Day and one man's quirky obsession with America's sweetheart. In his multiple-year Eddon Award-winning and BroadwayWorld's Critics Choice performance, star Scott Dreier transports audiences and guides them on a nostalgic, sentimental journey. If you are a Doris Day fan, this is a must-see; if you have yet to be introduced to this timeless legend, you'll be a devotee by the end of this uplifting, tuneful, funny and loving musical tribute. Tickets are \$35 Adults, \$32 Seniors & Students and \$30 Children 12 & Under.

DOWNSTAGE CABARET SERIES 2020

Dates TBA 2020

Presented by Simi Valley Cultural Arts Center. A series of cabaret evenings on the DownStage Theater. Specific dates and artists are pending. Tickets are \$25 Adults, \$22 Seniors & Students and \$20 Children 12 & Under.

WHAT ELSE IS HAPPENING AT THE CULTURAL ARTS CENTER?

In addition to the programming outlined above, the Cultural Arts Center is also very active with other non-public events, rehearsals, meetings, and rentals. The estimated monthly hours below do not include normal Administrative and Box Office hours open to the public (Tuesday – Saturday 10 am – 6 pm, Saturday 12 – 6 pm).

JANUARY 2020: 162 hours

Weekly Rotary luncheon rental (16 hours)
Janssen Music School Recital (10 hours)
Simi Valley/Moorpark Republican Women's Luncheon (4 hours)
Plus 5 performances and strike of **HEATHERS!** (36 hours)
Tech week/Load in of **HEATHERS** (76 hours)
Just Imagine load in (20 hrs)

FEBRUARY 2020: 107 hours

Weekly Rotary luncheon rental (16 hours)
SVCAC Foundation Meeting (2 hours)
Inspire Entrepreneurship Simi Valley (6 hours)
Youth Council Meeting (3 hours)
Santa Susana Field Lab Public Meeting (7 hours)
Simi Valley Leadership Tour (2 hours)
Simi Valley/Moorpark Republican Women's Luncheon (4 hours)
Simi Valley Arts Commission Meeting (3 hours)
Serendipity Dance Company rental (14 hours)
Load In for **You're A Good Man, Charlie Brown** (10 hours)
Plus 6 performances **Just Imagine** (40 hours)

MARCH 2020: 160 hours

Weekly Rotary luncheon rental (16 hours)
SVCAC TBA Musical auditions and rehearsals (18 hours)
SVCAC Foundation Meeting (2 hours)
Simi Valley/Moorpark Republican Women's Luncheon (4 hours)
Tech week for **You're A Good Man, Charlie Brown** (48 hours)
Plus 12 performances of **You're A Good Man, Charlie Brown** (72 hours)

Attachment

February 2020

February 2020							March 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1	1	2	3	4	5	6	7
2	3	4	5	6	7	8	8	9	10	11	12	13	14
9	10	11	12	13	14	15	15	16	17	18	19	20	21
16	17	18	19	20	21	22	22	23	24	25	26	27	28
23	24	25	26	27	28	29	29	30	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Jan 26	27	28	29	30	31	Feb 1
Jan 26 - Feb 1							7:00pm 11:00pm Just Imagine (Main Stage)
	2	3	4	5	6	7	8
Feb 2 - 8	1:00pm 5:00pm Just Imagine (Main Stage)		11:30am 2:30pm Rotary Luncheon (MPR)	1:00pm 2:30pm DS Cabaret Mtg (MPR)		10:30am 12:00pm SV Leadership Event	7:00pm 11:00pm Just Imagine (Main Stage)
	9	10	11	12	13	14	15
Feb 9 - 15	1:00pm 5:00pm Just Imagine (Main Stage)		11:30am 2:30pm Rotary Luncheon (MPR) 6:00pm 9:00pm Inspire Entrepreneur Event (MPR)	6:00pm 8:00pm Foundation Meeting (MPR or Upper Lobby)	5:00pm 9:00pm Physicians for Social Responsibility (MS and MPR)	Valentine's Day	7:00pm 11:00pm Just Imagine (Main Stage)
	16	17	18	19	20	21	22
Feb 16 - 22	1:00pm 5:00pm Just Imagine (Main Stage)	President's Day	11:30am 2:30pm Rotary Luncheon (MPR) 4:00pm 6:30pm Youth Council (MPR)			11:30am 1:30pm Republican Women Luncheon (MPR)	
	23	24	25	26	27	28	29
Feb 23 - 29	1:30pm 8:30pm Serendipity Dance (MS)		11:30am 2:30pm Rotary Luncheon (MPR)	3:30pm 6:30pm Arts Commission Meeting (MPR)			You're a Good Man, Cl

March 2020

March 2020							April 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 1 - 7	Mar 1	2	3	4	5	6	7
	Charlie Brown Tech Wk	Charlie Brown Tech Wk	Charlie Brown Tech Wk 11:30am 2:30pm Rotary Luncheon (MPR)	Charlie Brown Tech Wk	Charlie Brown Tech Wk	7:00pm 12:00am Charlie Brown Dress Rehearsal (MS)	7:00pm 11:00pm Charlie Brown OPENS (MS)
Mar 8 - 14	8	9	10	11	12	13	14
	1:00pm 5:00pm Charlie Brown (MS)		11:30am 2:30pm Rotary Luncheon (MPR)	6:00pm 8:00pm Foundation Meeting (MPR or Upper Lobby)		7:00pm 11:00pm Charlie Brown (MS)	7:00pm 11:00pm Charlie Brown OPENS (MS)
Mar 15 - 21	15	16	17	18	19	20	21
	1:00pm 5:00pm Charlie Brown (MS)		Saint Patrick's Day 11:30am 2:30pm Rotary Luncheon (MPR)			11:00am 2:00pm Republican Women Luncheon (MPR) 7:00pm 11:00pm Charlie Brown (MS)	7:00pm 11:00pm Charlie Brown OPENS (MS)
Mar 22 - 28	22	23	24	25	26	27	28
	1:00pm 5:00pm Charlie Brown (MS)		11:30am 2:30pm Rotary Luncheon (MPR)			7:00pm 11:00pm Charlie Brown (MS)	1:30pm 5:00pm Charlie Brown (MS) 7:00pm 11:00pm Charlie Brown OPENS (MS)
Mar 29 - Apr 4	29	30	31	Apr 1	2	3	4
	1:00pm 5:00pm Charlie Brown (MS)						

April 2020

April 2020							May 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 29 - Apr 4	Mar 29	30	31	Apr 1	2	3	4
					7:00pm 11:00pm Charlie Brown (MS)	7:00pm 11:00pm Charlie Brown (MS)	1:30pm 5:30pm Charlie Brown (MS) 7:00pm 11:00pm Charlie Brown OPENS (MS)
Apr 5 - 11	5	6	7	8	9	10	11
	1:00pm 5:00pm Charlie Brown (MS)		11:30am 2:30pm Rotary Luncheon (MPR)	6:00pm 8:00pm Foundation Meeting (MPR or Upper Lobby)			
Apr 12 - 18	12	13	14	15	16	17	18
	Easter - CLOSED	7:00pm 11:00pm Anne Frank Tech Week (MS)	11:30am 2:30pm Rotary Luncheon (MPR) 7:00pm 11:00pm Anne Frank Tech Week (MS)	6:30pm 7:30pm Foundation (MPR) 7:00pm 11:00pm Anne Frank Tech Week (MS)	7:00pm 11:00pm Anne Frank Dress Rehearsal (MS)	7:00pm 11:00pm Anne Frank Opens (MS)	7:00pm 11:00pm Anne Frank (MS)
Apr 19 - 25	19	20	21	22	23	24	25
	7:00pm 11:00pm Anne Frank (MS)		11:30am 2:30pm Rotary Luncheon (MPR)				Spotlight Awards (Gra
Apr 26 - May 2	26	27	28	29	30	May 1	2
			11:30am 2:30pm Rotary Luncheon (MPR)				

CITY OF SIMI VALLEY • MEMORANDUM

DATE: February 26, 2020

TO: Simi Valley Arts Commission

FROM: Fred Helsel, Community Services Manager, Cultural Arts Center6

SUBJECT: SIMI VALLEY CULTURAL ARTS CENTER STATISTICS

Attached for review are the Simi Valley Cultural Arts Center (CAC) attendance and usage statistics for January through December, 2019. During this period, attendance at the CAC was down 6% when compared to the same period of 2018. This variance in attendance can be attributed to the lower than normal attendance for the rental production of William Shakespeare's HAMLET in January 2019 and the fact that the CAC was dark for four weeks in February to accommodate for carpet installation and the balcony seating reorganization.

Compared to 2018, main stage events showed a 24% increase. However, main stage attendance showed a 5% decrease. The Multi-Purpose Room/DownStage events increased 19% with a 2% decrease in attendance. Gallery events showed a 4% decrease with an 18% decrease in gallery attendance. This resulted in an increase of 18% in overall usage of the Center.

As anticipated by Staff, much of the significant decreases in the first half of the calendar year as a result of being dark in February were offset by the resounding success of *MAMMA MIA*, and *ELF*.

Attachment

SIMI VALLEY CULTURAL ARTS CENTER STATISTICS

	Main Stage Events	Main Stage Attendance	MPR Events	MPR Attendance	Gallery Events	Gallery Attendance	Total Events	Total Attendance	Hrs Open to the Public (per week)
Annual Total 2015	169	26,761	142	7,513	51	4,123	362	38,397	70
Annual Total 2016	168	25,096	176	8,171	50	4,008	394	37,275	70
Annual Total 2017	168	25,740	165	7,435	53	3,556	386	36,731	70
Jan-18	6	1,043	6	110	4	92	16	1,245	60
Feb-18	12	2,156	9	496	4	225	25	2,877	72
Mar-18	15	2,763	11	574	4	376	30	3,713	74
Apr-18	11	1,581	10	400	4	223	25	2,204	69
May-18	21	2,956	16	917	5	326	42	4,199	72
Jun-18	18	2,186	6	275	5	499	29	2,960	70
Jul-18	14	2,175	14	693	5	297	33	3,165	66
Aug-18	14	2,353	10	396	4	275	28	3,024	68
Sep-18	14	2,070	10	447	5	240	29	2,757	66
Oct-18	11	1,783	15	815	4	193	30	2,791	67
Nov-18	17	2,479	10	625	4	248	31	3,352	70
Dec-18	26	3,424	15	924	5	535	46	4,883	72
Annual Total 2018	179	26,969	132	6,672	53	3,529	364	37,170	69
Jan-19	14	972	4	170	5	85	23	1,227	62
Feb-19	6	175	6	305	0	0	12	480	35
Mar-19	15	2,655	7	315	5	241	27	3,211	57
Apr-19	18	1,163	10	380	3	139	31	1,682	58
May-19	20	2,887	12	677	6	327	38	3,891	60
Jun-19	23	2,297	13	530	6	274	42	3,101	73
Jul-19	21	2,022	12	520	3	175	36	2,717	73
Aug-19	19	1,922	30	817	4	210	53	2,949	78
Sep-19	16	2,005	16	740	4	219	36	2,964	69
Oct-19	22	2,682	11	379	3	321	36	3,382	65
Nov-19	20	3,140	25	820	4	376	49	4,336	79
Dec-19	28	3,617	11	912	8	542	47	5,071	73
Annual Total 2019	222	25,537	157	6,565	51	2,909	430	35,011	65
% Change From 2018	24%	-5%	19%	-2%	-4%	-18%	18%	-6%	-5%