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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
SPECIAL MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
FEBRUARY 7, 2024  
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The Special Meeting of the Industry Property and Housing Management Authority of the City of Industry, California, was called to order by Chair Ken Calvo at 10:31 a.m., in the City of Industry Council Chamber, 15651 Mayor Dave Way, California.

**FLAG SALUTE**

The flag salute was led by Chair Ken Calvo.

**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: Ken Calvo, Chair  
Tim Seal, Vice Chair  
Phil Cook, Board Member  
Timothy O’Gorman, Board Member

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant Executive Director; James M. Casso, General Counsel; and Julie Gutierrez Robles, Secretary.

**PRESENTATION**

There were none.

**CONSENT CALENDAR**

**6.1 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE FINANCE DEPARTMENT FOR FEBRUARY 8, 2024**

*RECOMMENDED ACTION:* Approve the Register of Demands.

**6.2 CONSIDERATION OF THE MINUTES OF THE DECEMBER 13, 2023 AND THE JANUARY 10, 2024 REGULAR MEETINGS**

*RECOMMENDED ACTION:* Approve as submitted.

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Board Member Cook asked about the \$624.12 charge for lighting under check #200588. Justin Aguilar, Field Operation Project Manager, with CNC Engineering explained the cost was for a total of 7 lights throughout the house on Valley. Board Member O’Gorman asked about check #200586 for roof replacements. Josh Nelson indicated this was not for any roof replacements but for preventative repairs. None of the houses had roof leaks during this recent rainstorm except for one, which has since been taken care of. This was done through an informal bid process since it was under \$200,000.00, and much of the work was done in September and October. Also this year because of our preventative maintenance, with trimming of the trees, we had no damage from falling trees which is unusual especially under the severity of the storm.

There were no public comments.

MOTION BY BOARD MEMBER COOK, AND SECOND BY BOARD MEMBER O’GORMAN TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	COOK, O’GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	NONE
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

## **ACTION ITEMS**

### **7.1 DISCUSSION AND DIRECTION REGARDING RENT INCREASES FOR EXISTING TENANTS**

*RECOMMENDED ACTION:*

*Provide direction to Staff.*

Executive Director Josh Nelson explained that there is not a big rush to conclude today. The main thing is to get the numbers into Finance Director Yamini Pathak in time, for the next fiscal year budget. If direction today requires action from the Board, we can discuss it today and bring it back at the next meeting. The direction today is, what do you want to do?

A draft handout was distributed to the Board Members explaining the different calculations, still based on 70 cents per square foot. Each member voiced their opinion

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and a discussion ensued as to the best possible method of going forward. The option to split the maximum cost in half and re-evaluate again in six months was considered.

Enough direction was provided for Executive Director Josh Nelson, and he suggested getting another document out for review before the next meeting for each of them to have time to evaluate before deciding. A resolution can be provided with blank dollar amounts to be inserted at the next meeting.

There were no public comments.

**PUBLIC HEARING - NONE**

**CLOSED SESSION - NONE**

**EXECUTIVE DIRECTOR REPORTS**

Executive Director, Josh Nelson said he had nothing else to discuss other than how the city fared during the storm.

Chair Ken Calvo asked if there were any tenants that needed construction and if so, would they need to vacate. Josh Nelson said there is one house needing some repair outside, but no evacuation should be necessary. We do have one capital project planned for piping from the backyard to the street which is the house we provided preventative sandbags. Josh Nelson said the house questioned on the slope, does have drains.

**AB 1234 REPORTS**

There were none.

**BOARD MEMBER COMMUNICATIONS**

There were none.


**ADJOURNMENT**

There being no further business, the Industry Property and Housing Management Authority adjourned at 11:02 a.m.

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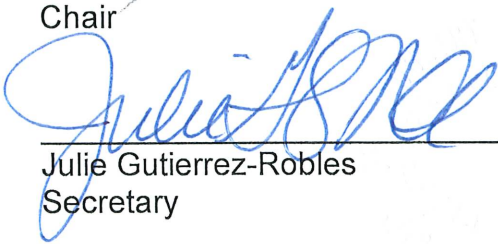
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Ken Calvo  
Chair



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Julie Gutierrez-Robles  
Secretary