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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
MARCH 13, 2024  
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The Regular 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 – IPHMA Milestone Recognition**

Executive Director Josh Nelson announced that in the past few years we have been distributing pins to City Staff, acknowledging their years of service. We have decided to extend the same to the Board Members. Josh Nelson distributed two pins today, one to Ken Calvo and another to Phil Cook for over 5 years of service. Pictures were taken.

**CONSENT CALENDAR**

**6.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR MARCH 13, 2024**

*RECOMMENDED ACTION:*  
*Demands.*

*Approve the Register of*

Board Member Cook asked about the cost for kitchen repairs on check # 200609 at Temple Condo C. Field Operation Project Manager, Justin Aguilar, with CNC

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Engineering confirmed it was the second repair phase for the water damage which covered reinforcement under the sink and rebuilding the cabinetry.

Chair Ken Calvo asked what is Apt 202, for check # 200596 at Temple? It was identified as the bunk house and the cost being from So Cal Gas was most likely for cost of the hot water heater.

## **6.2 CONSIDERATION OF THE MINUTES OF THE FEBRUARY 7, 2024 SPECIAL MEETING**

*RECOMMENDED ACTION:*

*Approve as submitted.*

There were no public comments.

MOTION BY BOARD MEMBER O’GORMAN, AND SECOND BY BOARD MEMBER COOK 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:*

*Direct staff to:*

- A. Increase rent for existing tenants by \_\_\_% effective July 1, 2024, not to exceed the target rent amounts set on July 1, 2023.*
- B. Provide advanced notice of changes in rent amounts to affected tenants.*

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Executive Director Josh Nelson presented two different options that were discussed at last month's meeting and provided a draft spreadsheet showing what the increase would represent in actual dollars.

Board Members were concerned about inflation and its impact on tenants.

Discussion ensued amongst the Board Members with a difference of opinion by Board Member Cook, who proposed an increase of 3.9% and a review for the remaining 3.9% in six months to stay on track with the initial proposed increase of 7.8%.

General Counsel, James M. Casso, spoke about both the increase amount and the review after six months be included in the advanced notice of changes to the affected tenants, to which Josh Nelson agreed.

There were no public comments.

MOTION BY VICE CHAIR SEAL, AND SECOND BY BOARD MEMBER O'GORMAN TO INCREASE THE RENT BY 2.8% WITH A DISCUSSION TO REVIEW IN SIX MONTHS FOR AN ADDITIONAL INCREASE OF UP TO 5%. MOTION CARRIED 3-1, BY THE FOLLOWING VOTE:

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

**PUBLIC HEARING - NONE**

**CLOSED SESSION - NONE**

**EXECUTIVE DIRECTOR REPORTS**

Executive Director, Josh Nelson commented that the city did receive one application for the open position of Board Member for IPHMA. Jim Bickel did apply, and the position is on tomorrow's City Council Meeting agenda for appointment. Should he be approved, he will show up at our next meeting.

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**AB 1234 REPORTS**

There were none.

**BOARD MEMBER COMMUNICATIONS**

Board Member Phil Cook said thank you to the city for the 5-year pin.

**ADJOURNMENT**

There being no further business, the Industry Property and Housing Management Authority adjourned at 10:53 a.m.

  
\_\_\_\_\_  
Ken Calvo  
Chair

  
\_\_\_\_\_  
Julie Gutierrez-Robles  
Secretary