



City of Industry Property and Housing Management Authority

Special Meeting Agenda
March 23, 2017
2:00 p.m.

Chairman Joseph Emmons
Board Member Saul Jauregui
Board Member Erin Schriever

Location: City Council Chamber, 15651 East Stafford Street, City of Industry, California

Addressing the Authority:

- ▶ **Agenda Items:** Members of the public may address the Authority on any matter listed on the Agenda. In order to conduct a timely meeting, there will be a three-minute time limit per person for any matter listed on the Agenda. Anyone wishing to speak to the Authority is asked to complete a Speaker's Card which can be found at the back of the room and at each podium. The completed card should be submitted to the City Clerk prior to the Agenda item being called and prior to the individual being heard by the Authority.
- ▶ **Public Comments (Agenda Items Only):** During public comments, if you wish to address the Authority during this Special Meeting, under Government Code Section 54954.3(a), you may only address the Authority concerning any item that has been described in the notice for the Special Meeting.

Americans with Disabilities Act:

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

Agendas and other writings:

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

2. Flag Salute

3. Roll Call

4. Public Comments

5. **BOARD MATTERS**

5.1 Consideration of the Register of Demands for March 8, 2017.

RECOMMENDED ACTION: Ratify the Register of Demands for March 8, 2017.

- 5.2 Discussion and direction regarding requests to secure rental housing in the City of Industry.

RECOMMENDED ACTION: Discuss and provide direction to Staff.

6. Adjournment. Next regular meeting: Wednesday, April 12, 2017 at 2:00 p.m.

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 5.1

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting March 8, 2017

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	14,507.70

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	14,507.70

APPROVED PER CITY MANAGER

**Industry Property and Housing Management Authority
Board Meeting
March 8, 2017**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
20965	02/08/2017		ROWLAND WATER DISTRICT	\$166.25
	Invoice	Date	Description	Amount
	2017-00000887	01/25/2017	12/20-01/18/17 SVC - 17217 CHESTNUT	\$78.67
	2017-00000888	01/25/2017	12/20-01/18/17 SVC - 17229 CHESTNUT	\$87.58
20966	02/15/2017		GAS COMPANY, THE	\$11.79
	Invoice	Date	Description	Amount
	2017-00000936	02/06/2017	01/05-02/02/17 SVC - 15722 NELSON AVE	\$11.79
20967	02/15/2017		SO CALIFORNIA EDISON COMPANY	\$13.74
	Invoice	Date	Description	Amount
	2017-00000937	02/03/2017	01/04-02/02/17 SVC - 15722 NELSON AVE	\$13.74
20968	02/22/2017		WALNUT VALLEY WATER DISTRICT	\$210.77
	Invoice	Date	Description	Amount
	2546252	02/08/2017	01/04-02/01/17 SVC - 22002 (22036) VALLEY BLVD	\$47.22
	2550598	02/09/2017	01/05-02/02/17 SVC - 20137 WALNUT DR	\$163.55
20969	03/08/2017		ALL AMERICAN CONTRACTING	\$1,064.73
	Invoice	Date	Description	Amount
	15730-1	02/14/2017	INSTALL DOOR TO GARAGE - 15730 NELSON AVE	\$1,064.73
20970	03/08/2017		JANUS PEST MANAGEMENT	\$897.00
	Invoice	Date	Description	Amount
	184542	01/06/2017	JANUARY 2017 PEST SVC - 20137 E. WALNUT DR. S	\$69.00
	184540	01/06/2017	JANUARY 2017 PEST SVC - 17229 CHESTNUT ST	\$69.00
	184541	01/06/2017	JANUARY 2017 PEST SVC - 17217 CHESTNUT ST	\$69.00
	184537	01/13/2017	JANUARY 2017 PEST SVC - 16242 TEMPLE AVE	\$69.00
	184536	01/13/2017	JANUARY 2017 PEST SVC - 16238 TEMPLE AVE	\$69.00
	184535	01/13/2017	JANUARY 2017 PEST SVC - 16229 TEMPLE AVE	\$69.00
	184534	01/13/2017	JANUARY 2017 PEST SVC - 16227 TEMPLE AVE	\$69.00
	184532	01/13/2017	JANUARY 2017 PEST SVC - 16220 TEMPLE AVE	\$69.00

**Industry Property and Housing Management Authority
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Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
184531	01/13/2017		JANUARY 2017 PEST SVC - 16218 TEMPLE AVE	\$69.00
184530	01/13/2017		JANUARY 2017 PEST SVC - 16217 TEMPLE AVE	\$69.00
184533	01/13/2017		JANUARY 2017 PEST SVC - 16224 TEMPLE AVE	\$69.00
184529	01/06/2017		JANUARY 2017 PEST SVC - 16200 TEMPLE AVE	\$138.00
20971	03/08/2017		KLINE'S PLUMBING, INC.	\$1,045.00
	Invoice	Date	Description	Amount
	10262	02/16/2017	EMERGENCY PLUMBING SVC - 16200 TEMPLE AVE	\$550.00
	10251	02/07/2017	EMERGENCY PLUMBING SVC - 16217 TEMPLE AVE	\$495.00
20972	03/08/2017		L A COUNTY TAX COLLECTOR	\$3,312.36
	Invoice	Date	Description	Amount
	8940 149 038 16A	01/26/2017	ADJ PROP TAX FY 16-17 - 15714 E NELSON AVE	\$42.78
	8940 149 031 16A	01/19/2017	ADJ PROP TAX FY 16-17 - 14063 PROCTOR AVE	\$1,424.32
	8940 149 033 14S	01/26/2017	SUPP PROP TAX FY 14-15 - 16218 TEMPLE AVE	\$509.13
	8940 149 031 14S	01/19/2017	SUPP PROP TAX FY 14-15 - 14063 PROCTOR AVE	\$1,336.13
20973	03/08/2017		SATSUMA LANDSCAPE & MAINT.	\$7,786.06
	Invoice	Date	Description	Amount
	0117EHNHCS	01/30/2017	JANUARY 2017 LANDSCAPE MAINTENANCE	\$7,786.06

Checks	Status	Count	Transaction Amount
	Total	9	\$14,507.70

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 5.2



INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY

P.O. BOX 3366 • CITY OF INDUSTRY • CALIFORNIA 91744
(626) 333-2211 • Fax (626) 961-6795 • www.cityofindustry.org

MEMORANDUM

TO: The Honorable Chair and Members of the City of Industry Property and Housing Management Authority (IRHMA)

FROM: Paul J. Philips, Executive Director *Paul J. Philips*

DATE: March 23, 2017

SUBJECT: Correspondence Requesting Housing

Attached please find two letters requesting approval to secure rental housing in the City of Industry.

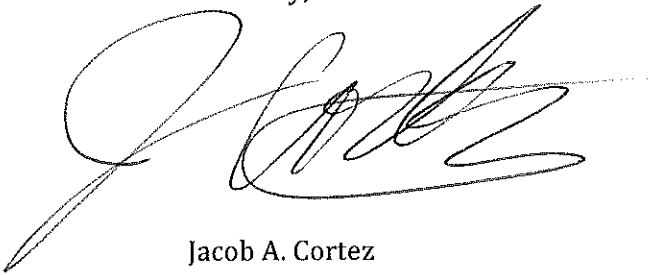
IT IS RECOMMENDED that the Authority provide direction to the Executive Director.

Dear Mr. Phillips,

Please forward the following letter to the Industry Property and Housing Management Authority.

Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jacob A. Cortez'. The signature is fluid and cursive, with a large initial 'J' and 'C'.

Jacob A. Cortez

Jacob A. Cortez



Date: January 12, 2017

IPHMA
15625 East Stafford Street
City of Industry, CA 91744
United States

Dear Industry Property and Housing Management Authority:

I am writing this letter because I understand that your city provides affordable housing. My growing family and I would love to be considered for a housing unit. To give some background on myself, I am a twenty-two year old man that is graduating from college in May of 2017. I intend on attending graduate school immediately after my undergraduate courses are complete. My girlfriend and I are currently living with family and are expecting in April of 2017. Due to our circumstances, we are looking for an affordable place to live. I currently am working while attending my undergraduate courses and also intern at the California Governor's Office of Emergency Services. I have recently been offered a full-time position with a private emergency management company. Housing in your city would be in close proximity of my employer and for family assistance with childcare. It would also greatly help my family and I because of all the new expenses that come along with a growing family. I am extremely grateful for consideration of any future housing opportunities.

Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jacob A. Cortez', written over a horizontal line.

Jacob A. Cortez

Dear Mr. Paul Philips
Executive Director
Industry Property and Housing Management Authority and Board

On behalf of myself and my family, I would like to thank the City Of Industry for the opportunity of living in the same home that I love and raised all my children in for over 31 years.

Unfortunately due to medical reasons being that our home is a two story, I am unable to no longer go up and down stairs.

I am asking for your heartfelt consideration to relocate my family into the first available single story home that will accommodate my family of 5. If you can help in this matter it will be greatly appreciated.

Sincerely yours,



Mary Radecki