



# City of Industry Property and Housing Management Authority

Regular Meeting Agenda  
February 11, 2015  
10:00 a.m.

Chairman Troy Helling  
Board Member Carlos Cuevas  
Board Member - Vacant

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

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

## **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. Roll Call
  3. Public Comments

4. **BOARD MATTERS**

4.1 Consideration of Register of Demands.

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

4.2 Consideration of the minutes of the December 10, 2014 regular meeting.

*RECOMMENDED ACTION: Approve as submitted.*

5. Adjournment. Next regular meeting: Wednesday, March 11, 2015 at 10:00 a.m.

*CITY OF INDUSTRY PROPERTY AND HOUSING  
MANAGEMENT AUTHORITY*

ITEM NO. 4.1

**INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY**

AUTHORIZATION FOR PAYMENT OF BILLS

Board Meeting February 11, 2015

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	41,086.03

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	41,086.03

**Industry Property and Housing Management Authority  
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Check	Date		Payee Name	Check Amount
<b>IPHMA.CHK - IPHMA BofA Checking</b>				
20560	01/13/2015		<b>GAS COMPANY, THE</b>	\$83.96
	Invoice	Date	Description	Amount
	2015-00000827	01/08/2015	12/04-01/06/15 SVC - 16200 TEMPLE AVE	\$16.49
	2015-00000828	01/08/2015	12/04-01/06/15 SVC - 16200 TEMPLE AVE APT 100	\$19.35
	2015-00000829	01/08/2015	12/04-01/06/15 SVC - 16200 TEMPLE AVE APT 202	\$48.12
20561	02/11/2015		<b>ABORTA-BUG PEST CONTROL</b>	\$690.00
	Invoice	Date	Description	Amount
	15217	01/12/2015	SVC - 16242 TEMPLE	\$65.00
	15218	01/12/2015	SVC - 16238 TEMPLE	\$65.00
	15219	01/12/2015	SVC - 16218 TEMPLE	\$65.00
	15220	01/12/2015	SVC - 16220 TEMPLE	\$65.00
	15221	01/12/2015	SVC - 16217 TEMPLE	\$65.00
	15222	01/12/2015	SVC - 16229 TEMPLE	\$65.00
	15223	01/12/2015	SVC - 16224 TEMPLE	\$65.00
	15224	01/12/2015	SVC - 16227 TEMPLE	\$65.00
	15346	01/30/2015	SVC - 17217 & 17229 CHESTNUT	\$170.00
20562	02/11/2015		<b>AQUA BACKFLOW &amp; CHLORINATION</b>	\$356.84
	Invoice	Date	Description	Amount
	34119	12/09/2014	TESTING OF BACKFLOW DEVICES	\$150.00
	34238	12/22/2014	TESTING OF BACKFLOW DEVICES	\$206.84
20563	02/11/2015		<b>CALABRESE ARCHITECT</b>	\$600.00
	Invoice	Date	Description	Amount
	15-3828	01/14/2015	MASTER PLAN & DESIGN FOR WALNUT DR SOUTH	\$600.00
20564	02/11/2015		<b>CALICO BUILDING SERVICES, INC</b>	\$225.00
	Invoice	Date	Description	Amount
	1005771	11/19/2014	MISC BUILDING REPAIRS/MAINT SVCS	\$225.00
20565	02/11/2015		<b>CNC ENGINEERING</b>	\$22,185.41

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Check	Date		Payee Name	Check Amount
<b>IPHMA.CHK - IPHMA BofA Checking</b>				
	Invoice	Date	Description	Amount
	42857	01/08/2015	20137-20249 WALNUT DR SOUTH	\$78.44
	42858	01/08/2015	BUILDING REMODELS - 15714 & 15722 NELSON AVE	\$1,120.96
	42913	01/22/2015	BUILDING REMODELS - 15714 & 15722 NELSON AVE	\$8,507.85
	42914	01/22/2015	20137-20249 WALNUT DR SOUTH	\$78.44
	42915	01/22/2015	15702 NELSON AVE	\$78.44
	42916	01/22/2015	IPHMA ISSUES - 15714 NELSON AVE	\$7,495.60
	42917	01/22/2015	IPHMA ISSUES - 15722 NELSON AVE	\$1,753.00
	42964	01/30/2015	BUILDING REMODELS - 15714 & 15722 NELSON AVE	\$1,362.63
	42965	01/30/2015	IPHMA ISSUES - 20137-20249 E. WALNUT DR SOUTH	\$1,203.37
	42966	01/30/2015	IPHMA ISSUES - TEMPLE CONDOS	\$506.68
<b>20566</b>	02/11/2015		<b>EADIE &amp; PAYNE, LLP</b>	<b>\$1,827.00</b>
	Invoice	Date	Description	Amount
	125001	01/15/2015	FY 2014 AUDIT	\$610.00
	125103	01/29/2015	FY 2014 AUDIT	\$1,217.00
<b>20567</b>	02/11/2015		<b>FERGUSON ENTERPRISES, INC</b>	<b>\$1,145.56</b>
	Invoice	Date	Description	Amount
	1426828	12/16/2014	SUPPLIES - 16238 TEMPLE	\$567.60
	1555950	01/26/2015	SUPPLIES - 16218 TEMPLE	\$577.96
<b>20568</b>	02/11/2015		<b>GLENN'S REFRIGERATION</b>	<b>\$545.00</b>
	Invoice	Date	Description	Amount
	15752	11/20/2014	REPAIR A/C AT EXPO CENTER BUNK HOUSE	\$545.00
<b>20569</b>	02/11/2015		<b>JANUS PEST MANAGEMENT</b>	<b>\$348.00</b>
	Invoice	Date	Description	Amount
	162865	12/03/2014	SVC - 15652 NELSON AVE	\$58.00
	162861	12/03/2014	SVC - 15714 NELSON AVE	\$58.00
	162862	12/03/2014	SVC - 15722 NELSON AVE	\$58.00
	162863	12/03/2014	SVC - 15730 NELSON AVE	\$58.00

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Check	Date		Payee Name	Check Amount
<b>IPHMA.CHK - IPHMA BofA Checking</b>				
	162864	12/03/2014	SVC - 15736 NELSON AVE	\$58.00
	162867	12/03/2014	SVC - 15702 NELSON AVE	\$58.00
<b>20570</b>	02/11/2015		<b>MERRITT'S ACE HARDWARE</b>	<b>\$47.34</b>
	Invoice	Date	Description	Amount
	083790	01/15/2015	SUPPLIES - TEMPLE CONDOS A, B C & D	\$24.48
	083927	01/23/2015	SUPPLIES - 20137 E WALNUT DR SOUTH	\$22.86
<b>20571</b>	02/11/2015		<b>MX GRAPHICS, INC.</b>	<b>\$3,373.07</b>
	Invoice	Date	Description	Amount
	5889	01/12/2015	BLUEPRINT SVC	\$3,373.07
<b>20572</b>	02/11/2015		<b>SATSUMA LANDSCAPE &amp; MAINT.</b>	<b>\$9,658.85</b>
	Invoice	Date	Description	Amount
	0115EHNHCS	01/28/2015	LANDSCAPE MAINTENANCE - JANUARY 2015	\$9,658.85

Checks	Status	Count	Transaction Amount
	Total	13	\$41,086.03

*CITY OF INDUSTRY PROPERTY AND HOUSING  
MANAGEMENT AUTHORITY*

ITEM NO. 4.2



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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
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**CALL TO ORDER**

The Regular Meeting of the Property and Housing Management Authority of the City of Industry, California, was called to order by Chairman Troy Helling at 10:00 a.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California.

**ROLL CALL**

PRESENT: Troy Helling, Chairman  
Carlos Cuevas, Board Member

STAFF PRESENT: Kevin Radecki, Executive Director; Gregory M. Murphy, Deputy General Counsel; and Jodi L. Scrivens, Secretary.

**PUBLIC COMMENTS**

There were no public comments.

**CONSIDERATION OF REGISTER OF DEMANDS**

MOTION BY BOARD MEMBER CUEVAS, AND SECOND BY CHAIRMAN HELLING TO APPROVE THE REGISTER OF DEMANDS AND AUTHORIZE THE APPROPRIATE AUTHORITY OFFICIALS TO PAY THE BILLS. MOTION CARRIED 2-0.

**CONSIDERATION OF THE MINUTES OF THE OCTOBER 8, 2014 REGULAR MEETING**

MOTION BY BOARD MEMBER CUEVAS, AND SECOND BY CHAIRMAN HELLING TO APPROVE AS SUBMITTED. MOTION CARRIED 2-0.

**CONSIDERATION OF AUTHORIZATION TO ADVERTISE FOR SOLICITATION OF PUBLIC BIDS FOR CONTRACT IPHMA-001, BUILDING REMODELS AT 15714 AND 15722 NELSON AVENUE, FOR AN ESTIMATED COST OF \$525,000.00**

MOTION BY BOARD MEMBER CUEVAS, AND SECOND BY CHAIRMAN HELLING TO APPROVE THE PLANS AND SPECIFICATIONS AND AUTHORIZE THE ADVERTISING OF RECEIPT OF SEALED BIDS. MOTION CARRIED 2-0.

**CONSIDERATION OF RESOLUTION NO. IPHMA 2014-02 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY OF THE CITY OF INDUSTRY, ADOPTING AN AMENDED**

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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
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**CONFLICT OF INTEREST CODE**

MOTION BY BOARD MEMBER CUEVAS, AND SECOND BY CHAIRMAN HELLING TO ADOPT RESOLUTION NO. IPHMA 2014-02. MOTION CARRIED 2-0.

**ADJOURNMENT**

There being no further business, the Industry Property and Housing Management Authority adjourned.

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TROY HELLING, CHAIRMAN

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JODI L. SCRIVENS, SECRETARY