



City of Industry Property and Housing Management Authority

Regular Meeting Agenda
March 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

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 January 7, 2015 regular meeting.

RECOMMENDED ACTION: Approve as submitted.

5. Adjournment. Next regular meeting: Wednesday, April 8, 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 March 11, 2015

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	46,162.91

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	46,162.91

**Industry Property and Housing Management Authority
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Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
20573	02/10/2015		GAS COMPANY, THE	\$89.10
	Invoice	Date	Description	Amount
	2015-00000974	02/09/2015	01/06-02/05/15 SVC - 16200 TEMPLE AVE	\$29.60
	2015-00000975	02/09/2015	01/06-02/05/15 SVC - 16200 TEMPLE AVE APT 100	\$16.72
	2015-00000976	02/09/2015	01/06-02/05/15 SVC - 16200 TEMPLE AVE APT 202	\$42.78
20574	03/11/2015		ABORTA-BUG PEST CONTROL	\$520.00
	Invoice	Date	Description	Amount
	15448	02/18/2015	SVC - 16242 TEMPLE	\$65.00
	15449	02/18/2015	SVC - 16238 TEMPLE	\$65.00
	15450	02/18/2015	SVC - 16218 TEMPLE	\$65.00
	15451	02/18/2015	SVC - 16220 TEMPLE	\$65.00
	15452	02/18/2015	SVC - 16217 TEMPLE	\$65.00
	15453	02/18/2015	SVC - 16229 TEMPLE	\$65.00
	15454	02/18/2015	SVC - 16224 TEMPLE	\$65.00
	15455	02/18/2015	SVC - 16227 TEMPLE	\$65.00
20575	03/11/2015		AIR-BREE, INC	\$7,077.86
	Invoice	Date	Description	Amount
	14026	12/17/2014	DIAGNOSE/REPAIR HEATER - 15702 NELSON	\$181.45
	14030	12/22/2014	DIAGNOSE/REPAIR HEATER - 15702 NELSON	\$1,907.34
	14032	12/30/2014	REPAIR HEATER - 20137 E. WALNUT DR. SOUTH	\$358.52
	14054	01/23/2015	REPLACE A/C THERMOSTAT/AIR FILTER - 15730	\$370.55
	14061	01/27/2015	REMOVE/REPLACE A/C CONDENSING UNIT - 15722	\$1,285.00
	14066	01/28/2015	REPAIR HEATER - 20137 E. WALNUT DR. SOUTH	\$2,975.00
20576	03/11/2015		ARDENT ENVIRONMENTAL GROUP,	\$5,125.00
	Invoice	Date	Description	Amount
	101606	01/27/2015	ASBESTOS & LEAD-BASED PAINT SURVEY - 15714 &	\$5,125.00
20577	03/11/2015		BLUE PACIFIC DOORS, INC.	\$395.00
	Invoice	Date	Description	Amount

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Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	947	02/09/2015	REPLACE GARAGE DOOR OPENER - 16227 TEMPLE	\$395.00
20578	03/11/2015		BRYAN PRESS	\$133.53
	Invoice	Date	Description	Amount
	0072206	02/23/2015	LETTERHEAD - IPHMA	\$133.53
20579	03/11/2015		CALICO BUILDING SERVICES, INC	\$2,526.29
	Invoice	Date	Description	Amount
	1005976	12/16/2014	MISC BUILDING REPAIRS/MAINT SVCS	\$317.55
	1005979	12/29/2014	MISC BUILDING REPAIRS/MAINT SVCS	\$195.00
	1006047	01/07/2015	MISC BUILDING REPAIRS/MAINT SVCS	\$85.00
	1006141	01/26/2015	MISC BUILDING REPAIRS/MAINT	\$292.50
	1006142	01/28/2015	MISC BUILDING REPAIRS/MAINT	\$1,261.24
	1006143	01/07/2015	MISC BUILDING REPAIRS/MAINT	\$375.00
20580	03/11/2015		CNC ENGINEERING	\$18,738.84
	Invoice	Date	Description	Amount
	43016	02/13/2015	BUILDING REMODELS - 15714 & 15722 NELSON	\$5,282.68
	43017	02/13/2015	IPHMA ISSUES - MISC/GENERAL	\$2,301.26
	43018	02/13/2015	IPHMA ISSUES - 20137-20249 E. WALNUT DR. SOUTH	\$380.01
	43019	02/13/2015	IPHMA ISSUES - LAKE LOOP SEWER SYS	\$1,930.26
	43020	02/13/2015	IPHMA ISSUES - 15722 NELSON	\$117.66
	43076	02/26/2015	BUILDING REMODELS - 15714 NELSON	\$3,622.83
	43077	02/26/2015	IPHMA ISSUES - MISC/GENERAL	\$78.44
	43078	02/26/2015	IPHMA ISSUES - 15714 NELSON	\$2,621.90
	43079	02/26/2015	IPHMA ISSUES - 15722 NELSON	\$2,403.80
20581	03/11/2015		HOME DEPOT CREDIT SERVICE	\$50.51
	Invoice	Date	Description	Amount
	0030665	02/03/2015	SUPPLIES - 16229 TEMPLE	\$16.31
	0030666	02/03/2015	SUPPLIES - 22036 VALLEY	\$34.20

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Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
20582	03/11/2015		JANUS PEST MANAGEMENT	\$348.00
	Invoice	Date	Description	Amount
	164404	01/09/2015	SVC - 15652 NELSON AVE	\$58.00
	164400	01/09/2015	SVC - 15714 NELSON AVE	\$58.00
	164401	01/09/2015	SVC - 15722 NELSON AVE	\$58.00
	164402	01/09/2015	SVC - 15730 NELSON AVE	\$58.00
	164403	01/09/2015	SVC - 15736 NELSON AVE	\$58.00
	164406	01/09/2015	SVC - 15702 NELSON AVE	\$58.00
20583	03/11/2015		L A COUNTY TAX COLLECTOR	\$106.22
	Invoice	Date	Description	Amount
	8940 149 035 14A	02/01/2015	ADJ PROP TAX FY 14-15 - 16242 TEMPLE	\$53.22
	8940 149 035 13A	02/01/2015	ADJ PROP TAX FY 14-15 - 16242 TEMPLE	\$53.00
20584	03/11/2015		MX GRAPHICS, INC.	\$106.60
	Invoice	Date	Description	Amount
	6212	02/12/2015	BLUEPRINT SVC - MP 12 06 20	\$106.60
20585	03/11/2015		SAN GABRIEL VALLEY NEWSPAPER	\$1,378.96
	Invoice	Date	Description	Amount
	0010617492	01/15/2015	NOTICE OF SEALED BIDS - PROJ NO 001	\$1,378.96
20586	03/11/2015		SATSUMA LANDSCAPE & MAINT.	\$9,567.00
	Invoice	Date	Description	Amount
	0215EHNHCS	02/26/2015	LANDSCAPE MAINTENANCE - FEBRUARY 2015	\$9,567.00

Checks	Status	Count	Transaction Amount
	Total	14	\$46,162.91

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 4.2

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 NOVEMBER 12, 2014 REGULAR MEETING

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

CONSIDERATION OF STATEMENT OF INVESTMENT POLICY

MOTION BY BOARD MEMBER CUEVAS, AND SECOND BY CHAIRMAN HELLING TO APPROVE THE STATEMENT OF INVESTMENT POLICY AS SUBMITTED. MOTION CARRIED 2-0.

ADJOURNMENT

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

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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TROY HELLING, CHAIRMAN

CECELIA DUNLAP,
ASSISTANT SECRETARY