



City of Industry Property and Housing Management Authority

Regular Meeting Agenda
July 8, 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.*

-
1. Call to Order
 2. Roll Call
 3. Public Comments

4. **BOARD MATTERS**

4.1 Consideration of Register of Demands for June 10, 2015.

RECOMMENDED ACTION: Approve the Register of Demands and ratify the issuance of the checks.

4.2 Consideration of Register of Demands for July 8, 2015.

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

4.3 Consideration of the minutes of the April 8, 2015 and the May 13, 2015 regular meetings.

RECOMMENDED ACTION: Approve as submitted.

5. Adjournment. Next regular meeting: Wednesday, August 12, 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 June 10, 2015

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	51,910.16

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	51,910.16

**Industry Property and Housing Management Authority
Board Meeting
June 10, 2015**

Check	Date			Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking					
20607	05/12/2015			GAS COMPANY, THE	\$77.22
	Invoice	Date	Description	Amount	
	2015-00001399	05/08/2015	04/07-05/06/15 SVC - 16200 TEMPLE AVE	\$21.02	
	2015-00001400	05/08/2015	04/07-05/06/15 SVC - 16200 TEMPLE AVE APT 100	\$16.14	
	2015-00001401	05/08/2015	04/07-05/06/15 SVC - 16200 TEMPLE AVE APT 202	\$40.06	
20608	06/10/2015			ABORTA-BUG PEST CONTROL	\$720.00
	Invoice	Date	Description	Amount	
	15963	05/18/2015	SVC - 17217 & 17229 CHESTNUT ST	\$160.00	
	15985	05/20/2015	SVC - 16238 TEMPLE AVE	\$70.00	
	15986	05/20/2015	SVC - 16218 TEMPLE AVE	\$70.00	
	15987	05/20/2015	SVC - 16220 TEMPLE AVE	\$70.00	
	15988	05/20/2015	SVC - 16217 TEMPLE AVE	\$70.00	
	15989	05/20/2015	SVC - 16229 TEMPLE AVE	\$70.00	
	15990	05/20/2015	SVC - 16224 TEMPLE AVE	\$70.00	
	15991	05/20/2015	SVC - 16227 TEMPLE AVE	\$70.00	
	15984	05/20/2015	SVC - 16242 TEMPLE AVE	\$70.00	
20609	06/10/2015			AIR-BREE, INC	\$742.14
	Invoice	Date	Description	Amount	
	14157	04/15/2015	MAINT OF A/C UNITS AT THE CONDOS	\$510.00	
	I150501223	05/01/2015	SVC - 15702 NELSON AVE	\$232.14	
20610	06/10/2015			CALICO BUILDING SERVICES, INC	\$2,484.32
	Invoice	Date	Description	Amount	
	1006383	03/05/2015	MISC BUILDING REPAIRS & MAINT SVCS	\$1,721.09	
	1006540	04/01/2015	MISC BUILDING REPAIR & MAINT SVCS	\$763.23	
20611	06/10/2015			CNC ENGINEERING	\$10,860.23
	Invoice	Date	Description	Amount	
	43389	05/14/2015	BUILDING REMODEL - 15714 NELSON AVE	\$1,759.44	
	43390	05/14/2015	IPHMA ISSUES - MISC/GENERAL	\$2,111.52	

**Industry Property and Housing Management Authority
Board Meeting
June 10, 2015**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	43391	05/14/2015	IPHMA ISSUES - 20137-20249 E. WALNUT DR SOUTH	\$470.64
	43392	05/14/2015	IPHMA ISSUES - LAKE LOOP SEWER SYSTEM	\$1,043.57
	43393	05/14/2015	IPHMA ISSUES - CONDOS	\$253.34
	43448	05/28/2015	BUILDING REMODEL - 15714 NELSON AVE	\$3,652.92
	43449	05/28/2015	IPHMA ISSUES - MISC/GENERAL	\$1,411.92
	43450	05/28/2015	IPHMA ISSUES - 20137-20249 E. WALNUT DR SOUTH	\$156.88
20612	06/10/2015		CONCEPT CONSULTANT, INC.	\$21,767.42
	Invoice	Date	Description	Amount
	#1IPHMA-001	06/01/2015	BUILDING REMODEL AT 15722 NELSON AVE	\$22,913.07
20613	06/10/2015		JANUS PEST MANAGEMENT	\$523.00
	Invoice	Date	Description	Amount
	166247	05/01/2015	SVC - 15652 NELSON AVE	\$175.00
	165906	05/01/2015	SVC - 15652 NELSON AVE	\$58.00
	165902	05/01/2015	SVC - 15714 NELSON AVE	\$58.00
	165903	05/01/2015	SVC - 15722 NELSON AVE	\$58.00
	165904	05/01/2015	SVC - 15730 NELSON AVE	\$58.00
	165905	05/01/2015	SVC - 15736 NELSON AVE	\$58.00
	165907	05/01/2015	SVC - 15702 NELSON AVE	\$58.00
20614	06/10/2015		SATSUMA LANDSCAPE & MAINT.	\$14,341.21
	Invoice	Date	Description	Amount
	0515EHNHCS	05/29/2015	LANDSCAPE MAINTENANCE - MAY 2015	\$14,341.21
20615	06/10/2015		VORTEX INDUSTRIES, INC.	\$394.62
	Invoice	Date	Description	Amount
	04-925653-1	05/05/2015	SVC ON GATE - 17217 CHESTNUT ST	\$394.62

Industry Property and Housing Management Authority
Board Meeting
June 10, 2015

Check	Date	Payee Name	Check Amount
-------	------	------------	--------------

IPHMA.CHK - IPHMA BofA Checking

Checks	Status	Count	Transaction Amount
	Total	9	\$51,910.16

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 4.2

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY

AUTHORIZATION FOR PAYMENT OF BILLS

Board Meeting July 8, 2015

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	82,776.73

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	82,776.73

**Industry Property and Housing Management Authority
Board Meeting
July 8, 2015**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
20616	06/16/2015		GAS COMPANY, THE	\$80.22
	Invoice	Date	Description	Amount
	2015-00001535	06/09/2015	5/6-6/5/15 SVC-16200 TEMPLE AVE	\$22.18
	2015-00001536	06/09/2015	5/6-6/5/15 SVC-16200 TEMPLE AVE APT 100	\$16.63
	2015-00001537	06/09/2015	5/6-6/5/15 SVC-16200 TEMPLE AVE APT 202	\$41.41
20617	07/08/2015		ABORTA-BUG PEST CONTROL	\$720.00
	Invoice	Date	Description	Amount
	16153	06/15/2015	SVC - 17217 & 17229 CHESTNUT ST	\$160.00
	16171	06/17/2015	SVC - 16242 TEMPLE AVE	\$70.00
	16172	06/17/2015	SVC - 16238 TEMPLE AVE	\$70.00
	16173	06/17/2015	SVC - 16218 TEMPLE AVE	\$70.00
	16174	06/17/2015	SVC - 16220 TEMPLE AVE	\$70.00
	16175	06/17/2015	SVC - 16217 TEMPLE AVE	\$70.00
	16176	06/17/2015	SVC - 16229 TEMPLE AVE	\$70.00
	16177	06/17/2015	SVC - 16224 TEMPLE AVE	\$70.00
	16178	06/17/2015	SVC - 16227 TEMPLE AVE	\$70.00
20618	07/08/2015		CITY OF INDUSTRY	\$145.00
	Invoice	Date	Description	Amount
	6/8/15	06/08/2015	REIMB - SUPPLIES FROM JOHN'S GLASS SVC FOR	\$145.00
20619	07/08/2015		CNC ENGINEERING	\$19,551.17
	Invoice	Date	Description	Amount
	43502	06/11/2015	BUILDING REMODEL - 15714 NELSON AVE	\$7,141.22
	43503	06/11/2015	IPHMA ISSUES - MISC/GENERAL	\$1,255.04
	43504	06/11/2015	IPHMA ISSUES - LAKE LOOP HOMES	\$567.10
	43558	06/25/2015	BUILDING REMODEL - 15714 NELSON AVE	\$6,733.12
	43559	06/25/2015	IPHMA ISSUES - MISC/GENERAL	\$941.28
	43560	06/25/2015	IPHMA ISSUES - CONDOS	\$2,913.41
20620	07/08/2015		CONCEPT CONSULTANT, INC.	\$47,452.29

**Industry Property and Housing Management Authority
Board Meeting
July 8, 2015**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	Invoice	Date	Description	Amount
	#2IPHMA-001	07/01/2015	BUILDING REMODEL AT 15722 NELSON AVE	\$49,949.78
20621	07/08/2015		FRAZER, LLP	\$1,800.00
	Invoice	Date	Description	Amount
	138092	05/31/2015	PROF SVC - IPHMA	\$1,800.00
20622	07/08/2015		HOME DEPOT CREDIT SERVICE	\$1,768.80
	Invoice	Date	Description	Amount
	8463-105518	06/02/2015	SUPPLIES - 16224 TEMPLE	\$1,768.80
20623	07/08/2015		MX GRAPHICS, INC.	\$101.46
	Invoice	Date	Description	Amount
	6941	05/12/2015	BLUEPRINT SVC - MP 12 06 20	\$43.69
	6949	05/13/2015	BLUEPRINT SVC - MP 12 06 20	\$57.77
20624	07/08/2015		SATSUMA LANDSCAPE & MAINT.	\$11,157.79
	Invoice	Date	Description	Amount
	0615EHNHCS	06/30/2015	LANDSCAPE MAINTENANCE - JUNE 2015	\$11,157.79

Checks	Status	Count	Transaction Amount
	Total	9	\$82,776.73

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 4.3

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
APRIL 8, 2015
PAGE 1

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 10:01 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 Cecelia Dunlap, Assistant 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 FEBRUARY 11, 2015 REGULAR MEETING AND THE FEBRUARY 18, 2015 ADJOURNED REGULAR MEETING

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

CONSIDERATION OF AWARD OF CONTRACT NO. IPHMA-001, BUILDING REMODEL AT 15722 NELSON AVENUE TO CONCEPT CONSULTANT, INC. IN THE AMOUNT OF \$373,577.00

MOTION BY BOARD MEMBER CUEVAS, AND SECOND BY CHAIRMAN HELLING TO AWARD THE CONTRACT TO CONCEPT CONSULTANT, INC. IN THE AMOUNT OF \$373,577.00. MOTION CARRIED 2-0.

ADJOURNMENT

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
APRIL 8, 2015
PAGE 2

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

TROY HELLING, CHAIRMAN

CECELIA DUNLAP,
ASSISTANT SECRETARY

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
MAY 13, 2015
PAGE 1

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 Cecelia Dunlap, Assistant 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 MARCH 11, 2015 REGULAR MEETING

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

CONSIDERATION OF RESOLUTION NO. IPHMA 2015-01 - A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY OF THE CITY OF INDUSTRY, CALIFORNIA, APPROVING A BUDGET FOR THE FISCAL YEAR 2015-2016

MOTION BY BOARD MEMBER CUEVAS, AND SECOND BY CHAIRMAN HELLING TO ADOPT RESOLUTION NO. IPHMA 2015-01. 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
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
MAY 13, 2015
PAGE 2

TROY HELLING, CHAIRMAN

CECELIA DUNLAP,
ASSISTANT SECRETARY