



City of Industry Property and Housing Management Authority

Special Meeting Agenda
JUNE 20, 2018
5:30 p.m.

Chairman Joseph Emmons
Board Member Raheleh Gorginfar
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 8:00 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 7, 2018, April 11, 2018, May 9, 2018 and June 13, 2018

RECOMMENDED ACTION: Ratify the Register of Demands for March 7, 2018, April 11, 2018, May 9, 2018, and June 13, 2018.

- 5.2 Consideration of Resolution No. IPHMA 2018-01 - A RESOLUTION OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY ("IPHMA"), APPROVING AND ADOPTING THE FISCAL YEAR 2018-19 IPHMA BUDGET

RECOMMENDED ACTION: Adopt Resolution No. IPHMA 2018-01.

6. Adjournment. Next regular meeting: Wednesday, July 11, 2018 at 5:00 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 7, 2018

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	28,783.87

BANK	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	28,783.87

APPROVED PER DIRECTOR OF FINANCE

**Industry Property and Housing Management Authority
Board Meeting
March 7, 2018**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
21149	02/02/2018		INDUSTRY PUBLIC UTILITY	\$85.89
	Invoice	Date	Description	Amount
	2018-00000918	01/18/2018	12/10-01/10/18 SVC - 16000 E TEMPLE AVE C	\$85.89
21150	02/02/2018		SOCALGAS	\$25.49
	Invoice	Date	Description	Amount
	2018-00000920	01/17/2018	01/10-01/13/18 SVC - 20137 E WALNUT DR S	\$25.49
21151	02/13/2018		ROWLAND WATER DISTRICT	\$209.44
	Invoice	Date	Description	Amount
	2018-00000980	02/01/2018	12/13-01/18/18 SVC - 17217 CHESTNUT	\$91.76
	2018-00000981	02/01/2018	12/13-01/18/18 SVC - 17229 CHESTNUT	\$117.68
21152	02/13/2018		SO CALIFORNIA EDISON COMPANY	\$18.05
	Invoice	Date	Description	Amount
	2018-00000982	02/02/2018	01/03-02/01/18 SVC - 15722 NELSON AVE	\$18.05
21153	02/20/2018		SOCALGAS	\$11.15
	Invoice	Date	Description	Amount
	2018-00000983	02/06/2018	01/05-02/02/18 SVC - 15722 NELSON AVE	\$11.15
21154	03/07/2018		ABORTA-BUG PEST CONTROL	\$1,575.00
	Invoice	Date	Description	Amount
	22581	02/05/2018	FEBRUARY 2018 PEST SVC - 17217 & 17229 CHES	\$150.00
	22582	02/05/2018	FEBRUARY 2018 PEST SVC - 15652 NELSON AVE	\$75.00
	22583	02/05/2018	FEBRUARY 2018 PEST SVC - 15702 NELSON AVE	\$75.00
	22584	02/05/2018	FEBRUARY 2018 PEST SVC - 15714 NELSON AVE	\$75.00
	22585	02/05/2018	FEBRUARY 2018 PEST SVC - 15722 NELSON AVE	\$75.00
	22586	02/05/2018	FEBRUARY 2018 PEST SVC - 15730 NELSON AVE	\$75.00
	22587	02/05/2018	FEBRUARY 2018 PEST SVC - 15736 NELSON AVE	\$75.00
	22623	02/09/2018	FEBRUARY 2018 PEST SVC - 16200 TEMPLE AVE	\$300.00
	22624	02/09/2018	FEBRUARY 2018 PEST SVC - 16212 TEMPLE AVE	\$75.00

**Industry Property and Housing Management Authority
Board Meeting
March 7, 2018**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	22625	02/09/2018	FEBRUARY 2018 PEST SVC - 16242 TEMPLE AVE	\$75.00
	22626	02/09/2018	FEBRUARY 2018 PEST SVC - 16238 TEMPLE AVE	\$75.00
	22627	02/09/2018	FEBRUARY 2018 PEST SVC - 16229 TEMPLE AVE	\$75.00
	22628	02/09/2018	FEBRUARY 2018 PEST SVC - 16227 TEMPLE AVE	\$75.00
	22629	02/09/2018	FEBRUARY 2018 PEST SVC - 16224 TEMPLE AVE	\$75.00
	22630	02/09/2018	FEBRUARY 2018 PEST SVC - 16220 TEMPLE AVE	\$75.00
	22631	02/09/2018	FEBRUARY 2018 PEST SVC - 16218 TEMPLE AVE	\$75.00
	22632	02/09/2018	FEBRUARY 2018 PEST SVC - 16217 TEMPLE AVE	\$75.00
21155	03/07/2018		CITY OF INDUSTRY	\$11,092.48
	Invoice	Date	Description	Amount
	2/15/18-IPHMA	02/15/2018	INSURANCE PREMIUM ALLOCATION FY 17-18	\$11,092.48
21156	03/07/2018		FERRERO, JOHN, P.	\$700.00
	Invoice	Date	Description	Amount
	01/29/18	01/29/2018	SECURITY DEPOSIT REFUND	\$700.00
21157	03/07/2018		HOME DEPOT CREDIT SERVICE	\$1,094.09
	Invoice	Date	Description	Amount
	5974919	02/12/2018	MICROWAVE - 15702 NELSON AVE	\$467.57
	4974962	02/13/2018	WASHING MACHINE - 17217 CHESTNUT ST	\$626.52
21158	03/07/2018		KLINE'S PLUMBING, INC.	\$1,675.00
	Invoice	Date	Description	Amount
	10624	02/08/2018	EMERGENCY PLUMBING SVC - 15714 NELSON	\$1,675.00
21159	03/07/2018		SATSUMA LANDSCAPE & MAINT.	\$6,597.28
	Invoice	Date	Description	Amount
	0118EHNHCS	01/31/2018	JANUARY 2018 LANDSCAPE MAINTENANCE	\$6,597.28
21160	03/07/2018		SPIVEY, BERT	\$700.00
	Invoice	Date	Description	Amount

**Industry Property and Housing Management Authority
Board Meeting
March 7, 2018**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	01/29/18	01/29/2018	SECURITY DEPOSIT REFUND	\$700.00
21161	03/07/2018		THE MORROW LAW FIRM	\$5,000.00
	Invoice	Date	Description	Amount
	JANUARY 2018	02/07/2018	PROFESSIONAL SVC - JANUARY 2018	\$5,000.00

Checks	Status	Count	Transaction Amount
	Total	13	\$28,783.87

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting April 11, 2018

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	41,182.19

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	41,182.19

APPROVED PER ACTING DIRECTOR OF DEVELOPMENT SERVICES AND ADMINISTRATION

**Industry Property and Housing Management Authority
Board Meeting
April 11, 2018**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
21162	03/02/2018		INDUSTRY PUBLIC UTILITY	\$81.64
	Invoice	Date	Description	Amount
	2018-00001044	02/14/2018	01/10-02/10/18 SVC - 16000 E TEMPLE AVE C	\$81.64
21163	03/02/2018		SO CALIFORNIA EDISON COMPANY	\$20.46
	Invoice	Date	Description	Amount
	2018-00001045	02/13/2018	01/10-02/12/18 SVC - 20137 WALNUT DR S	\$20.46
21164	03/02/2018		WALNUT VALLEY WATER DISTRICT	\$129.52
	Invoice	Date	Description	Amount
	2898729	02/08/2018	01/04-02/01/18 SVC - 20137 WALNUT DR	\$129.52
21165	03/06/2018		INDUSTRY PUBLIC UTILITIES	\$162.36
	Invoice	Date	Description	Amount
	2018-00001071	02/16/2018	12/18-02/16/18 SVC - 14063 PROCTOR	\$162.36
21166	03/21/2018		LA PUENTE VALLEY COUNTY	\$532.02
	Invoice	Date	Description	Amount
	2018-00001161	02/16/2018	12/18-02/16/18 SVC - 15736 NELSON	\$85.19
	2018-00001162	02/16/2018	12/18-02/16/18 SVC - 15730 NELSON	\$92.15
	2018-00001163	02/16/2018	12/18-02/16/18 SVC - 15722 NELSON	\$75.91
	2018-00001164	02/16/2018	12/18-02/16/18 SVC - 15714 NELSON	\$73.59
	2018-00001165	02/16/2018	12/18-02/16/18 SVC - 15702 NELSON	\$89.83
	2018-00001166	02/16/2018	12/18-02/16/18 SVC - 15652 NELSON	\$115.35
21167	03/21/2018		ROWLAND WATER DISTRICT	\$188.48
	Invoice	Date	Description	Amount
	2018-00001167	02/28/2018	01/18-02/13/18 SVC - 17217 CHESTNUT	\$87.84
	2018-00001168	02/28/2018	01/18-02/13/18 SVC - 17229 CHESTNUT	\$100.64
21168	03/21/2018		SO CALIFORNIA EDISON COMPANY	\$16.32
	Invoice	Date	Description	Amount

**Industry Property and Housing Management Authority
Board Meeting
April 11, 2018**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	2018-00001169	03/06/2018	02/01-03/05/18 SVC - 15722 NELSON AVE	\$16.32
21169	03/21/2018		SOCALGAS	\$13.97
	Invoice	Date	Description	Amount
	2018-00001170	03/08/2018	02/02-03/06/18 SVC - 15722 NELSON AVE	\$13.97
21170	03/21/2018		WALNUT VALLEY WATER DISTRICT	\$32.95
	Invoice	Date	Description	Amount
	2936250	03/08/2018	02/02-03/01/18 SVC - 20137 WALNUT DR	\$32.95
21171	03/29/2018		INDUSTRY PUBLIC UTILITY	\$85.18
	Invoice	Date	Description	Amount
	2018-00001192	03/16/2018	02/10-03/10/18 SVC - 16000 E TEMPLE AVE C	\$85.18
21172	03/29/2018		SO CALIFORNIA EDISON COMPANY	\$14.24
	Invoice	Date	Description	Amount
	2018-00001193	03/15/2018	02/12-03/14/18 SVC - 20137 E WALNUT DR S	\$14.24
21173	03/29/2018		TRADEMARK CONSTRUCTION	\$9,215.11
	Invoice	Date	Description	Amount
	004	02/28/2018	REMOVE & REPLACE TRELLIS - 16227 TEMPLE	\$9,215.11
21174	04/11/2018		ABORTA-BUG PEST CONTROL	\$600.00
	Invoice	Date	Description	Amount
	22743	03/05/2018	MARCH 2018 PEST SVC - 17217 & 17229 CHESTN	\$150.00
	22744	03/05/2018	MARCH 2018 PEST SVC - 15652 NELSON AVE	\$75.00
	22745	03/05/2018	MARCH 2018 PEST SVC - 15702 NELSON AVE	\$75.00
	22746	03/05/2018	MARCH 2018 PEST SVC - 15714 NELSON AVE	\$75.00
	22747	03/05/2018	MARCH 2018 PEST SVC - 15722 NELSON AVE	\$75.00
	22748	03/05/2018	MARCH 2018 PEST SVC - 15730 NELSON AVE	\$75.00
	22749	03/05/2018	MARCH 2018 PEST SVC - 15736 NELSON AVE	\$75.00

**Industry Property and Housing Management Authority
Board Meeting
April 11, 2018**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
21175	04/11/2018		ALL AMERICAN CONTRACTING	\$9,965.00
	Invoice	Date	Description	Amount
	1534	02/09/2018	NEW CARPET & PAINT - 16000 TEMPLE AVE CON	\$9,965.00
21176	04/11/2018		IPHMA - PAYROLL ACCOUNT	\$6,000.00
	Invoice	Date	Description	Amount
	FEB-18	03/01/2018	REIMBURSE PAYROLL - FEBRUARY 2018	\$3,000.00
	MAR-18	04/04/2018	REIMBURSE PAYROLL - MARCH 2018	\$3,000.00
21177	04/11/2018		KLINE'S PLUMBING, INC.	\$250.00
	Invoice	Date	Description	Amount
	10636	02/22/2018	EMERGENCY PLUMBING SVC - 16000 TEMPLE AV	\$250.00
21178	04/11/2018		LOWE'S/SYNCHRONY BANK	\$143.48
	Invoice	Date	Description	Amount
	23837421	02/28/2018	SUPPLIES FOR CLOSET DOOR REPAIR - 16220 TE	\$143.48
21179	04/11/2018		SATSUMA LANDSCAPE & MAINT.	\$13,731.46
	Invoice	Date	Description	Amount
	0218EHNHCS	02/27/2018	FEBRUARY 2018 LANDSCAPE MAINTENANCE	\$13,731.46

Checks	Status	Count	Transaction Amount
	Total	18	\$41,182.19

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting May 9, 2018

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	33,836.21

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	33,836.21

APPROVED PER ACTING CITY MANAGER

**Industry Property and Housing Management Authority
Board Meeting
May 9, 2018**

Check	Date	Payee Name		Check Amount
IPHMA.CHK - IPHMA BofA Checking				
21180	04/12/2018	ROWLAND WATER DISTRICT		\$230.08
	Invoice	Date	Description	Amount
	2018-00001276	03/28/2018	02/13-03/19/18 SVC - 17217 CHESTNUT	\$113.44
	2018-00001277	03/28/2018	02/13-03/19/18 SVC - 17229 CHESTNUT	\$116.64
21181	04/17/2018	SOCALGAS		\$12.08
	Invoice	Date	Description	Amount
	2018-00001278	04/06/2018	03/06-04/04/18 SVC - 15722 NELSON AVE	\$12.08
21182	04/26/2018	BANK OF AMERICA - VISA		\$63.26
	Invoice	Date	Description	Amount
	04/06/18 - IPHMA	04/06/2018	03/22/18 HOME DEPOT PURCHASE FOR 16000 TEMPLE AVE B	\$63.26
21183	04/26/2018	INDUSTRY PUBLIC UTILITY COMMISSION		\$90.08
	Invoice	Date	Description	Amount
	2018-00001324	04/16/2018	03/10-04/10/18 SVC - 16000 E TEMPLE AVE C	\$90.08
21184	04/26/2018	WALNUT VALLEY WATER DISTRICT		\$20.00
	Invoice	Date	Description	Amount
	2970890	04/12/2018	03/02-04/02/18 SVC - 20137 WALNUT DR	\$20.00
21185	05/09/2018	ABORTA-BUG PEST CONTROL		\$3,056.00
	Invoice	Date	Description	Amount
	22765	03/09/2018	MARCH 2018 PEST SVC - 16200 TEMPLE AVE CONDOS	\$300.00
	22766	03/09/2018	MARCH 2018 PEST SVC - 16212 TEMPLE AVE	\$75.00
	22767	03/09/2018	MARCH 2018 PEST SVC - 16242 TEMPLE AVE	\$75.00
	22768	03/09/2018	MARCH 2018 PEST SVC - 16238 TEMPLE AVE	\$75.00

**Industry Property and Housing Management Authority
Board Meeting
May 9, 2018**

Check	Date	Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking			
22769	03/09/2018	MARCH 2018 PEST SVC - 16229 TEMPLE AVE	\$75.00
22770	03/09/2018	MARCH 2018 PEST SVC - 16227 TEMPLE AVE	\$75.00
22771	03/09/2018	MARCH 2018 PEST SVC - 16224 TEMPLE AVE	\$75.00
22772	03/09/2018	MARCH 2018 PEST SVC - 16220 TEMPLE AVE	\$75.00
22773	03/09/2018	MARCH 2018 PEST SVC - 16218 TEMPLE AVE	\$75.00
22774	03/09/2018	MARCH 2018 PEST SVC - 16217 TEMPLE AVE	\$75.00
22938	04/09/2018	APRIL 2018 PEST SVC - 17217 & 17229 CHESTNUT ST	\$150.00
22939	04/09/2018	APRIL 2018 PEST SVC - 15652 NELSON AVE	\$75.00
22940	04/09/2018	APRIL 2018 PEST SVC - 15702 NELSON AVE	\$75.00
22941	04/09/2018	APRIL 2018 PEST SVC - 15714 NELSON AVE	\$75.00
22942	04/09/2018	APRIL 2018 PEST SVC - 15722 NELSON AVE	\$75.00
22943	04/09/2018	APRIL 2018 PEST SVC - 15730 NELSON AVE	\$75.00
22944	04/09/2018	APRIL 2018 PEST SVC - 15736 NELSON AVE	\$75.00
22968	04/12/2018	APRIL 2018 PEST SVC - 16200 TEMPLE AVE CONDOS	\$300.00
22969	04/12/2018	APRIL 2018 PEST SVC - 16212 TEMPLE AVE	\$75.00
22970	04/12/2018	APRIL 2018 PEST SVC - 16242 TEMPLE AVE	\$75.00
22971	04/12/2018	APRIL 2018 PEST SVC - 16238 TEMPLE AVE	\$75.00
22972	04/12/2018	APRIL 2018 PEST SVC - 16229 TEMPLE AVE	\$75.00
22973	04/12/2018	APRIL 2018 PEST SVC - 16227 TEMPLE AVE	\$75.00
22974	04/12/2018	APRIL 2018 PEST SVC - 16224 TEMPLE AVE	\$75.00
22975	04/12/2018	APRIL 2018 PEST SVC - 16220 TEMPLE AVE	\$75.00
22976	04/12/2018	APRIL 2018 PEST SVC - 16218 TEMPLE AVE	\$75.00
22977	04/12/2018	APRIL 2018 PEST SVC - 16217 TEMPLE AVE	\$75.00
23034	04/23/2018	RODENT TRAPS - 16200 TEMPLE AVE CONDOS	\$506.00

21186	05/09/2018	ALL AMERICAN CONTRACTING CORPORATION	\$17,245.00
	Invoice	Description	Amount

**Industry Property and Housing Management Authority
Board Meeting
May 9, 2018**

Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	1536	04/24/2018	NEW FLOORING & STORM DRAIN - 15722 NELSON AVE	\$17,245.00
21187	05/09/2018		IPHMA - PAYROLL ACCOUNT	\$2,000.00
	Invoice	Date	Description	Amount
	APR-18	05/01/2018	REIMBURSE PAYROLL - APRIL 2018	\$2,000.00
21188	05/09/2018		KIKI'S INDUSTRIAL CLEANING SERVICE	\$550.00
	Invoice	Date	Description	Amount
	3/8 & 3/9/18	04/01/2018	CLEANING SVC - 16000 TEMPLE AVE UNIT C & 15722 NELSON	\$550.00
21189	05/09/2018		KLINE'S PLUMBING, INC.	\$350.00
	Invoice	Date	Description	Amount
	10691	04/09/2018	EMERGENCY PLUMBING SVC - 16220 TEMPLE AVE	\$350.00
21190	05/09/2018		SATSUMA LANDSCAPE & MAINT.	\$10,219.71
	Invoice	Date	Description	Amount
	0318EHNHCS	03/29/2018	MARCH 2018 LANDSCAPE MAINTENANCE	\$10,219.71

Checks	Status	Count	Transaction Amount
	Total	11	\$33,836.21

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY
AUTHORIZATION FOR PAYMENT OF BILLS
Board Meeting June 13, 2018

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	35,293.20

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	35,293.20

APPROVED PER ACTING CITY MANAGER

**Industry Property and Housing Management Authority
Board Meeting
June 13, 2018**

Check	Date			Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking					
21191	05/11/2018			INDUSTRY PUBLIC UTILITIES	\$124.56
	Invoice	Date	Description	Amount	
	2018-00001408	04/16/2018	02/16-04/16/18 SVC - 14063 PROCTOR	\$124.56	
21192	05/11/2018			LA PUENTE VALLEY COUNTY WATER DISTRICT	\$433.39
	Invoice	Date	Description	Amount	
	2018-00001409	04/16/2018	02/16-04/16/18 SVC - 15730 NELSON	\$58.39	
	2018-00001410	04/16/2018	02/16-04/16/18 SVC - 15736 NELSON	\$60.00	
	2018-00001411	04/16/2018	02/16-04/16/18 SVC - 15722 NELSON	\$45.51	
	2018-00001412	04/16/2018	02/16-04/16/18 SVC - 15714 NELSON	\$78.23	
	2018-00001413	04/16/2018	02/16-04/16/18 SVC - 15702 NELSON	\$101.43	
	2018-00001414	04/16/2018	02/16-04/16/18 SVC - 15652 NELSON	\$89.83	
21193	05/11/2018			ROWLAND WATER DISTRICT	\$194.88
	Invoice	Date	Description	Amount	
	2018-00001415	04/26/2018	03/19-04/16/18 SVC - 17217 CHESTNUT	\$91.04	
	2018-00001416	04/26/2018	03/19-04/16/18 SVC - 17229 CHESTNUT	\$103.84	
21194	05/16/2018			SO CALIFORNIA EDISON COMPANY	\$30.67
	Invoice	Date	Description	Amount	
	2018-00001470	05/04/2018	04/04-05/03/18 SVC - 15722 NELSON AVE	\$30.67	
21195	05/16/2018			SOCALGAS	\$9.92
	Invoice	Date	Description	Amount	
	2018-00001471	05/07/2018	04/04-05/03/18 SVC - 15722 NELSON AVE	\$9.92	
21196	05/23/2018			WALNUT VALLEY WATER DISTRICT	\$20.00

**Industry Property and Housing Management Authority
Board Meeting
June 13, 2018**

Check	Date	Payee Name		Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	Invoice	Date	Description	Amount
	2995701	05/10/2018	04/03-05/03/18 SVC - 20137 WALNUT DR	\$20.00
21197	06/04/2018	INDUSTRY PUBLIC UTILITY COMMISSION		\$90.30
	Invoice	Date	Description	Amount
	2018-00001483	05/17/2018	04/10-05/10/18 SVC - 16000 E TEMPLE AVE C	\$90.30
21198	06/13/2018	ABORTA-BUG PEST CONTROL		\$3,405.00
	Invoice	Date	Description	Amount
	23103	05/02/2018	RODENT TRAP CHECK - TEMPLE AVE CONDOS	\$85.00
	10212	05/07/2018	MAY 2018 PEST SVC	\$1,575.00
	10247	05/10/2018	RODENT TRAP CHECK - TEMPLE AVE CONDOS	\$85.00
	10457	05/24/2018	RODENT TRAP CHECK - TEMPLE AVE CONDOS	\$85.00
	10444	06/04/2018	JUNE 2018 PEST SVC	\$1,575.00
21199	06/13/2018	IPHMA - PAYROLL ACCOUNT		\$1,000.00
	Invoice	Date	Description	Amount
	MAY-18	05/30/2018	REIMBURSE PAYROLL - MAY 2018	\$1,000.00
21200	06/13/2018	IRRI-CARE PLUMBING & BACKFLOW TESTING, INC.		\$2,270.00
	Invoice	Date	Description	Amount
	8849	05/31/2018	BACKFLOW TESTING & REPAIRS	\$2,270.00
21201	06/13/2018	KLINE'S PLUMBING, INC.		\$280.00
	Invoice	Date	Description	Amount
	10726	05/09/2018	EMERGENCY PLUMBING SVC - 15730 NELSON	\$280.00

**Industry Property and Housing Management Authority
Board Meeting
June 13, 2018**

Check	Date	Payee Name	Check Amount
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IPHMA.CHK - IPHMA BofA Checking

21202	06/13/2018		
	Invoice		
	0418EHNHCS	APRIL 2018 LANDSCAPE MAINTENANCE	\$13,023.09
	0518EHNHCS	MAY 2018 LANDSCAPE MAINTENANCE	\$14,411.39
		SATSUMA LANDSCAPE & MAINT.	\$27,434.48

Checks	Status	Count	Transaction Amount
	Total	12	\$35,293.20

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 5.2

Resolution will be distributed prior to the Meeting





INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY

MEMORANDUM

TO: Honorable Chairman and Board Members

FROM: Troy Helling, Acting City Manager

STAFF: Yamini Pathak, Acting Director of Finance 
Steven Avalos, Finance Manager 

DATE: June 20, 2018

SUBJECT: Consideration Receive a Presentation on the FY 2018-2019 Proposed Industry Property and Housing Management Authority (“IPHMA”) Budget, Provide Comments & Direction to Staff on Proposed IPHMA Budget, and Receive & File FY 2018-2019 Proposed IPHMA Budget Presentation and Staff Report

BACKGROUND

On June 21, 2018, the City Council of the City of Industry will hold a Special Budget Workshop meeting and will receive a presentation on the FY 2018-19 (“FY 19”) Proposed Operating Budget and FY 19 Proposed Capital Improvement Program (“CIP”) Budget for the City of Industry and all its affiliated entities, including the Industry Public Utilities Commission (“IPUC”), Industry Public Facilities Authority (“IPFA”) and Successor Agency (“SA”). In FY 19, the Proposed Citywide Budget across all City funds totals \$216.5 million, and will be supported by \$211.6 million in revenues. The FY 19 Proposed CIP Budget will total \$59.9 million and be supported by bond proceeds, grant funds, and the General Fund.

In order for the City Council to fully approve and adopt the Citywide Budget, the boards from the following entities, Civic Recreational-Industrial Authority (“CRIA”) and Industry Property Housing Management Authority (“IPHMA”), must approve and ratify their respective FY 19 proposed budget. For the IPHMA, staff will present the FY 19 Proposed IPHMA Budget at a Special Budget Workshop on June 20, 2018. The purpose of the Budget Workshop is to give the Housing Board an opportunity to review the proposed budget, ask questions, and provide comments and direction to staff. The IPHMA Board may choose to ratify and approve the FY 19 Proposed IPHMA Budget at this meeting as well. Once direction is given, staff will present the FY 19 Proposed Citywide Operating Budget at the June 28, 2018 Council meeting for formal budget adoption for all City funds and entities.

DISCUSSION

FY 19 Proposed IPHMA Budget

The FY 19 Proposed IPHMA Budget will total \$661,145 in total expenditures and be supported by \$210,800 in revenues and \$450,345 subsidy from the City's General Fund. An overview of the FY 19 Proposed IPHMA Budget is presented below.

Table 1 FY 19 Proposed IPHMA Budget				
	FY 15/16 Actuals	FY 16/17 Actuals	FY 17/18 Amended	FY 18/19 Proposed
<u>Revenues</u>				
IPHMA (Fund 160)	\$174,384	\$193,043	\$216,800	\$210,800
Transfer In – General Fund	-	-	<u>533,175</u>	<u>450,345</u>
Revenue Totals	<u>\$174,384</u>	<u>\$193,043</u>	<u>\$749,975</u>	<u>\$661,145</u>
<u>Expenditures</u>				
IPHMA (Fund 160)	<u>\$759,130</u>	<u>\$419,450</u>	<u>\$749,975</u>	<u>\$661,145</u>
Expenditure Totals	<u>\$759,130</u>	<u>\$419,450</u>	<u>\$749,975</u>	<u>\$661,145</u>

Revenues – For the IPHMA, revenues are generated from rental income from all its housing units. For FY 19, IPHMA revenues are anticipated to decrease slightly by just \$6K (or 2%), from \$216K to \$210K. This largely the result of a few vacancies that occurred in FY 18.

Expenditures – For FY 19, the IPHMA's Proposed Operating Budget will total \$661K, a slight decrease (11%) from FY 18 amended budget levels. This is largely the result of professional services for one-time projects that are no longer needed for FY 19. Further, the City and staff continue to streamline and standardize its building maintenance and housing renovation efforts, as well as been proactively addressing deferred maintenance for all its properties. As a result, property maintenance and housing improvements to the IPHMA's housing stock have leveled off and are in line with the City's maintenance budgets. Any major housing renovations will need to be included in the City's CIP Budget.

The IPHMA does not generate sufficient revenues to fully cover its operating costs. In years past, the IPHMA Fund had sufficient unrestricted reserve levels to cover the projected operating shortfall, which is the gap between revenues and expenditures. Beginning in FY 18, the General Fund began providing an annual subsidy to the IPHMA Fund. In FY 18, the General Fund will once again provide a \$450K subsidy to cover the projected shortfall in the housing fund.

FISCAL IMPACT

The FY 19 Proposed IPHMA Budget will total \$661,145 in expenditures and be supported by \$210,800 in revenues and \$450,345 subsidy from the City's General Fund.

RECOMMENDATION

Staff recommends the IPHMA Board received the FY 19 Proposed IPHMA Budget Presentation and provide comments and feedback. Should the IPHMA choose to approve and ratify the FY 19 Proposed IPHMA Budget as presented, staff will bring back a formal resolution for the chairman to execute and sign to formally adopt the IPHMA Budget.

Attachments:

1. Exhibit A – FY 2018-19 Proposed IPHMA Budget Section

Industry Property Housing Management Authority (IPHMA) – Fund 160

Summary of Expenditures & Account Detail

Object #	Account Description	2015 Actual Amount	2016 Actual Amount	2017 Actual Amount	2018 Amended Budget	2019 Proposed Budget
5011	Board Salaries	\$ -	\$ -	\$21,000	\$22,470	\$22,965
5027	Medicare	-	-	305	330	330
5631	Workers Compensation	-	-	-	780	810
5040	PARS - ARS	-	-	-	840	855
5030	State Unemployment	-	-	617	540	540
5031	Disability	-	-	1,302	-	-
5032	State Employment & Training Tax	-	-	21	15	15
5012	General Insurance and Bonding	6,031	4,225	14,852	6,000	6,130
5018	Office Supplies & Postage	134	1,203	498	1,000	1,000
5023	Conference Meetings & Luncheons	-	61	-	-	-
5036	Bank Fees	-	-	472	-	500
5068	Landscape Maintenance	880	-	-	150,000	155,000
5110	Accounting Fees	-	-	664	-	-
5120.02	Professional Services - Legal	-	-	7,938	90,000	35,000
5120.03	Professional Services - Accounting	9,627	-	-	-	-
5130	Planning, Survey and Design	4,021	47	-	6,000	-
5640	Advertising and Printing	1,379	-	584	-	1,000
5730	Utilities	983	5,601	(175)	2,000	-
5730.01	Utilities – Gas	-	-	192	-	1,000
5730.02	Utilities - Water	-	-	9,810	10,000	20,000
5730.03	Utilities – Electric	-	-	670	-	1,000
5740	Property Taxes and Assessments	48,727	46,608	57,665	60,000	65,000
5900	General Engineering	2,301	-	13,099	40,000	40,000
7420	Traffic & Street Signs	-	13	-	-	-
8510	Property Maintenance	209,195	466,059	264,182	200,000	150,000
8515	Housing Improvements	6,103	235,313	25,757	160,000	160,000
9010	Furniture, Equipment & Fixtures	2,485	-	-	-	-
TOTALS:		\$291,867	\$759,130	\$419,450	\$749,975	\$661,145