



City of Industry Property and Housing Management Authority

Regular Meeting Agenda
January 9, 2019
5:00 p.m.

Chairman Joseph Emmons
Board Member Ken Calvo
Board Member Phil Cook
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 (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 each podium. The completed card should be submitted to the City Clerk prior to the Agenda item being called by the City Clerk 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 Thursday 8:00 a.m. to 5:00 p.m., Friday 8:00 a.m. to 4:00 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
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5. **BOARD MATTERS**

5.1 Consideration of the Register of Demands for January 9, 2019

RECOMMENDED ACTION: Approve the Register of Demands for January 9, 2019.

5.2 Consideration of the minutes of the December 12, 2018 regular meeting

RECOMMENDED ACTION: Approve as submitted.

5.3 Consideration of appointment of Chairperson and Vice Chairperson

RECOMMENDED ACTION: Consider nominations and make appointments.

6. Adjournment. Next regular meeting: Wednesday, February 13, 2019 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 January 9, 2019

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	127,359.45

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
BofA	BANK OF AMERICA CHECKING	127,359.45

APPROVED PER CITY MANAGER

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Check	Date			Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking					
21288	12/11/2018			ROWLAND WATER DISTRICT	\$143.68
	Invoice	Date	Description	Amount	
	2019-00000736	11/30/2018	10/18-11/15/18 SVC - 17217 CHESTNUT	\$91.04	
	2019-00000737	11/30/2018	10/18-11/15/18 SVC - 17229 CHESTNUT	\$52.64	
21289	12/11/2018			SO CALIFORNIA EDISON COMPANY	\$37.59
	Invoice	Date	Description	Amount	
	2019-00000769	12/04/2018	10/31-12/03/18 SVC - 15722 NELSON AVE	\$37.59	
21290	12/14/2018			NATIONAL COMMUNITY RENAISSANCE	\$121,678.48
	Invoice	Date	Description	Amount	
	12/14/2018	12/14/2018	ADDITIONAL PAYMENT PER SETTLEMENT DATED 12/1	\$121,678.48	
21291	12/21/2018			SO CALIFORNIA EDISON COMPANY	\$6.08
	Invoice	Date	Description	Amount	
	2019-00000827	12/14/2018	11/09-12/12/18 SVC - 20137 E WALNUT DR S	\$6.08	
21292	12/21/2018			SOCALGAS	\$13.62
	Invoice	Date	Description	Amount	
	2019-00000828	12/07/2018	11/02-12/05/18 SVC - 15722 NELSON AVE	\$13.62	
21293	12/21/2018			WALNUT VALLEY WATER DISTRICT	\$20.00
	Invoice	Date	Description	Amount	
	3190327	12/13/2018	11/02-12/03/18 SVC - 20137 WALNUT DR	\$20.00	
21294	01/09/2019			ABORTA-BUG PEST CONTROL	\$75.00
	Invoice	Date	Description	Amount	

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Check	Date		Payee Name	Check Amount
IPHMA.CHK - IPHMA BofA Checking				
	11819	12/17/2018	RODENT TRAP CHECK - 15652 NELSON AVE	\$75.00
21295	01/09/2019		CNC ENGINEERING	\$1,520.00
	Invoice	Date	Description	Amount
	457828	12/05/2018	IPHMA ISSUES	\$575.00
	457878	12/10/2018	IPHMA ISSUES	\$575.00
	457934	12/19/2018	IPHMA ISSUES	\$370.00
21296	01/09/2019		IPHMA - PAYROLL ACCOUNT	\$3,500.00
	Invoice	Date	Description	Amount
	DEC-18	12/21/2018	REIMBURSE PAYROLL - DECEMBER 2018	\$3,500.00
21297	01/09/2019		MOM'S APPLIANCE REPAIR	\$365.00
	Invoice	Date	Description	Amount
	1141	11/27/2018	REFRIGERATOR REPAIR - 17229 CHESTNUT ST	\$365.00

Checks	Status	Count	Transaction Amount
	Total	10	\$127,359.45

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 5.2

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
DECEMBER 12, 2018
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The Regular Meeting of the Property and Housing Management Authority of the City of Industry, California, was called to order by Chairman Joseph Emmons at 5:00 p.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California.

FLAG SALUTE

The flag salute was led by Chairman Joseph Emmons.

ROLL CALL

PRESENT: Joseph Emmons, Chairman
Ken Calvo, Board Member
Phil Cook, Board Member
Raheleh Gorginfar, Board Member
Erin Schriever, Board Member

STAFF PRESENT: Troy Helling, City Manager; Bing Hyun, Assistant City Manager; Julie Gutierrez-Robles, Assistant Secretary; Jamie M. Casso, General Counsel; and Lynn Thompson, Administrative Technician I.

PUBLIC COMMENTS

There were no public comments.

CONSIDERATION OF THE REGISTER OF DEMANDS FOR DECEMBER 12, 2018

MOTION BY BOARD MEMBER SCHRIEVER, AND SECOND BY BOARD MEMBER COOK, TO APPROVE THE REGISTER OF DEMANDS FOR DECEMBER 12, 2018. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CALVO, COOK, GORGINFAR, SCHRIEVER, C/EMMONS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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CONSIDERATION OF THE MINUTES OF THE NOVEMBER 20, 2018 REGULAR MEETING

Board Members Calvo and Board Member Cook made a mention to revise the November 20, 2018 meeting minutes, due to Consent Calendar Item 6.2, missing the vote taken. It was agreed by the Authority to approve the meeting minutes on the condition Item 6.2 was revised with correct motion and vote. A motion was made by Chairman Emmons, and a second by Board Member Cook to have the Assistant Secretary make the change necessary.

MOTION BY BOARD MEMBER GORGINFAR, AND SECOND BY BOARD MEMBER CALVO, TO APPROVE THE MINUTES WITH THE CORRECTION OF ITEM 6.2. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	CALVO, COOK, GORGINFAR, SCHRIEVER, C/EMMONS
NOES:	BOARD MEMBERS:	NONE
ABSENT:	BOARD MEMBERS:	NONE
ABSTAIN:	BOARD MEMBERS:	NONE

ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 5:05 p.m.

Joseph Emmons, Chairman

Julie Gutierrez-Robles
Assistant Secretary