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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
MARCH 13, 2019  
PAGE 1

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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 Raheleh Gorginfar at 5:05 p.m. in the City of Industry Council Chamber, 15651 East Stafford Street, California.

**FLAG SALUTE**

The flag salute was led by Chairman Raheleh Gorginfar.

**ROLL CALL**

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

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

**PUBLIC COMMENTS**

There were no public comments.

**CONSIDERATION OF THE REGISTER OF DEMANDS FOR MARCH 13, 2019**

MOTION BY BOARD MEMBER SCHRIEVER, AND SECOND BY VICE CHAIR COOK, TO APPROVE THE REGISTER OF DEMANDS FOR MARCH 13, 2019. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
MARCH 13, 2019  
PAGE 2

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**CONSIDERATION OF THE MINUTES OF THE FEBRUARY 13, 2018 REGULAR MEETING**

MOTION BY VICE CHAIR COOK, AND SECOND BY BOARD MEMBER CALVO TO APPROVE AS SUBMITTED. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

**CONSIDERATION OF AMENDMENTS TO EXISTING RENTAL AGREEMENT**

Assistant City Manager Hyun distributed a revised Residential Rental Agreement to each of the Board Members and reviewed the major changes to the document.

A discussion ensued regarding the changes to the agreement and for some possible options to be added to the policy, such as the number of increases per year, a new security deposit with the opportunity to pay in multiple payments, and an additional security deposit for pets based on size and type of animal, as well as reviewing comparative rents in the area.

City Manager Helling suggested a revised document with the discussed recommendations be presented at the next meeting for approval and any minor changes could be amended at that time. The goal is to have these new agreements distributed to the existing residents by May 1<sup>st</sup> of 2019.

The Board Members were in agreement to bring this item back at the April 10, 2019 meeting. Direction was given to staff and no vote was needed at this time.

**UPDATE AND DISCUSSION REGARDING THE DEMOLITION AND REPAIR WORK TO THE KITCHEN AREA AT 15702 NELSON AVENUE**

Assistant City Manager Hyun updated the Board Members on this issue from last month, regarding the demolition and repairs at 15702 Nelson Avenue. The project is

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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
MARCH 13, 2019  
PAGE 3

---

progressing very well with the anticipation of wrapping up this project within the next two weeks.

The resident was provided a copy of the results regarding the mold. After two more weeks a re-testing of the mold would be done to insure the continued safety of the environment. The resident choose not to move out of the house during demolition and signed a waiver releasing the Authority and the City of any claims.

The repairs at this point have cost \$30,000., and an estimated \$20,000., is needed to complete the repairs. After discussion, the Board Members concluded that an additional cap of \$25,000 should be allocated. Should any unanticipated cost come up, an amendment would be provided to the Authority for discussion and approval.

MOTION BY VICE CHAIR COOK, AND SECOND BY BOARD MEMBER SCHRIEVER TO PROVIDE A CAP FOR AN ADDITIONAL \$25,000.00, TO FINISH THE REPAIRS AT 15702 NELSON AVENUE. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES: BOARD MEMBERS: CALVO, EMMONS, SCHRIEVER, VC/COOK,  
C/GORGINFAR

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 5:55 p.m.

  
Raheleh Gorginfar  
Chairman

  
Julie Robles  
Assistant Secretary