
City of Industry Property and Housing Management Authority



SPECIAL MEETING AGENDA
JUNE 28, 2022
8:30 a.m.

Chair Ken Calvo
Vice Chair Tim Seal
Board Member Phil Cook
Board Member Timothy O’Gorman

Location: City Council Chamber, 15651 Mayor Dave Way, City of Industry, California

Addressing the Authority:

NOTICE OF TELEPHONIC MEETING:

- ***Pursuant to AB 361 (Government Code Section 54953(e)), this meeting will be held in person and telephonically. Members of the public can attend the hybrid meeting and offer public comments either in person or telephonically, by calling the following conference call number: 657-204-3264, then entering the following Conference ID: 532 590 401#. Pursuant to the Governor’s Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting (including assisted listening devices), please contact the City Clerk’s Office at (626) 333-2211 by 5:00 p.m. on Friday, June 24, 2022, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.***

Addressing 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 legislative bodies concerning any item that has been described in the notice for the Special Meeting. In order to conduct a timely meeting, there will be a three-minute time limit per person for any matter listed on the Agenda.

Agendas and other writings:

In compliance with Government Code Section 54957.5(b), staff reports and other public records permissible for disclosure related to open session agenda items are available at City Hall, 15625 Mayor Dave Way, 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., Fridays 8:00 a.m. to 4:00 p.m. City Hall doors are closed between 12:00 p.m. to 1:00 p.m. each day. 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. Flag Salute

3. Roll Call

4. Public Comments

5. **CONSENT CALENDAR**

5.1 Consideration of the Register of Demands for June 8, 2022

RECOMMENDED ACTION: Ratify the Register of Demands.

5.2 Consideration of the minutes of the November 4, 2021 special meeting, December 8, 2021 regular meeting and the May 11, 2022 regular meeting

RECOMMENDED ACTION: Approve as submitted.

5.3 Consideration of Resolution No. IPHMA 2022-08 – A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

RECOMMENDED ACTION: Adopt Resolution No. IPHMA 2022-08.

5.4 Consideration of the Statement of Investment Policy

RECOMMENDED ACTION: Approve the Investment Policy.

6. **BOARD MATTERS**

6.1 Consideration of Resolution No. IPHMA 2022-07 – A RESOLUTION OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY (“IPHMA”) ADOPTING THE FY 2022-2023 IPHMA BUDGET

RECOMMENDED ACTION: Adopt Resolution No. IPHMA 2022-07.

7. **EXECUTIVE DIRECTOR REPORTS**
8. **AB 1234 REPORTS**
9. **BOARD MEMBER COMMUNICATIONS**
10. Adjournment. Next regular meeting: Wednesday, July 13, 2022 at 10:30 a.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 June 8, 2022

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
124	IPHMA - CAPITAL IMPROVEMENT	6,532.50
160	INDUSTRY PROPERTY & HOUSING	67,258.50
TOTAL ALL FUNDS		73,791.00

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
IPHMA.WF.CHK	WELLS FARGO CHECKING	73,791.00
TOTAL ALL BANKS		73,791.00

APPROVED PER CITY MANAGER

Industry Property and Housing Management Authority
Board Meeting
June 8, 2022

Check	Date	Payee Name		Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200227	05/11/2022	INDUSTRY PUBLIC UTILITIES		\$1,746.59
	Invoice	Date	Description	Amount
	2022-00001904	05/01/2022	02/17-04/15/22 SVC - HANDORF LOOP RD-IRRIG BOOST	\$68.43
	2022-00001905	05/01/2022	02/17-04/15/22 SVC - HANDORF LOOP RD-IRRIGATION	\$48.17
	2022-00001906	05/01/2022	02/17-04/15/22 SVC - 14063 PROCTOR	\$118.81
	2022-00001907	05/01/2022	02/17-04/15/22 SVC - 16200 TEMPLE CONDOS A & B	\$252.94
	2022-00001908	05/01/2022	02/17-04/15/22 SVC - 16200 TEMPLE CONDOS C & D	\$183.35
	2022-00001909	05/01/2022	02/17-04/15/22 SVC - 16212 TEMPLE	\$205.48
	2022-00001910	05/01/2022	02/17-04/15/22 SVC - 16217 TEMPLE	\$108.63
	2022-00001911	05/01/2022	02/17-04/15/22 SVC - 16218 TEMPLE	\$89.87
	2022-00001912	05/01/2022	02/17-04/15/22 SVC - 16220 TEMPLE	\$89.87
	2022-00001913	05/01/2022	02/17-04/15/22 SVC - 16224 TEMPLE	\$90.80
	2022-00001914	05/01/2022	02/17-04/15/22 SVC - 16227 TEMPLE	\$76.47
	2022-00001915	05/01/2022	02/17-04/15/22 SVC - 16229 TEMPLE	\$68.43
	2022-00001916	05/01/2022	02/17-04/15/22 SVC - 16238 TEMPLE	\$109.56
	2022-00001917	05/01/2022	02/17-04/15/22 SVC - 16242 TEMPLE	\$80.08
	2022-00001918	05/01/2022	02/17-04/15/22 SVC - BUNKHOUSE	\$155.70
200228	05/11/2022	LA PUENTE VALLEY COUNTY WATER		\$1,190.80
	Invoice	Date	Description	Amount
	2022-00001919	05/01/2022	02/17-04/15/22 SVC - 15652 NELSON	\$298.44
	2022-00001920	05/01/2022	02/17-04/15/22 SVC - 15702 NELSON	\$210.12
	2022-00001921	05/01/2022	02/17-04/15/22 SVC - 15714 NELSON	\$250.60
	2022-00001922	05/01/2022	02/17-04/15/22 SVC - 15722 NELSON	\$125.48
	2022-00001923	05/01/2022	02/17-04/15/22 SVC - 15730 NELSON	\$184.36
	2022-00001924	05/01/2022	02/17-04/15/22 SVC - 15736 NELSON	\$121.80

**Industry Property and Housing Management Authority
Board Meeting
June 8, 2022**

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200229	05/18/2022		ROWLAND WATER DISTRICT	\$350.39
	Invoice	Date	Description	Amount
	2022-00001968	04/28/2022	03/07-04/06/22 SVC - 17217 & 17229 CHESTNUT - IRR	\$209.75
	2022-00001969	04/28/2022	03/07-04/06/22 SVC - 17217 CHESTNUT ST	\$93.72
	2022-00001970	04/28/2022	03/07-04/06/22 SVC - 17229 CHESTNUT ST	\$46.92
200230	05/18/2022		SOCALGAS	\$23.24
	Invoice	Date	Description	Amount
	2022-00001974	05/09/2022	04/06-05/05/22 SVC - 16200 TEMPLE AVE APT 202	\$23.24
200231	05/25/2022		INDUSTRY PUBLIC UTILITY COMMISSI	\$8.31
	Invoice	Date	Description	Amount
	2022-00002032	05/10/2022	04/01-05/01/22 SVC - 16229 E TEMPLE AVE	\$7.23
	2022-00002033	05/10/2022	04/01-05/01/22 SVC - 17229 CHESTNUT ST	\$1.08
200232	05/25/2022		WALNUT VALLEY WATER DISTRICT	\$130.16
	Invoice	Date	Description	Amount
	4326707	05/10/2022	04/01-04/30/22 SVC - 22002 VALLEY BLVD	\$35.60
	4331134	05/11/2022	04/05-05/02/22 SVC - 20137 WALNUT DR	\$94.56
200233	06/08/2022		BENJAMIN A ROMERO II	\$1,893.44
	Invoice	Date	Description	Amount
	215625003	05/16/2022	MULTIPLE REPAIRS & PAINT - 16242 TEMPLE AVE	\$593.30
	15625034	05/21/2022	FENCE REPAIR & CLUTTER REMOVAL - 130, 132, 134, 1	\$1,300.14
200234	06/08/2022		CNC ENGINEERING	\$25,810.00
	Invoice	Date	Description	Amount

Industry Property and Housing Management Authority
Board Meeting
June 8, 2022

Check	Date	Payee Name	Check Amount	
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
505426	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 15714 NEL	\$277.50	
505427	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 15736 NEL	\$277.50	
505428	05/26/2022	COORDINATN FOR MISC WTRLINE RPRS & INSPCT - 22	\$262.50	
505429	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 16200 E TI	\$185.00	
505430	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 15730 NEL	\$277.50	
505431	05/26/2022	COORDINATION FOR GARAGE REPAIR & HVAC MAINT	\$832.50	
505432	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 17229 CHE	\$277.50	
505433	05/26/2022	COORDINATION FOR MISC REPAIRS - 16229 E TEMPLE	\$832.50	
505434	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 16200 E TI	\$185.00	
505435	05/26/2022	COORDINATION FOR FENCE REPAIRS - 16200 E TEMPI	\$370.00	
505436	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 15652 NEL	\$185.00	
505437	05/26/2022	COORDINATION FOR IRRGTN REPAIRS & HVAC MAINT	\$802.50	
505438	05/26/2022	COORDINATION FOR MISC REPAIRS - 16200 TEMPLE A	\$1,665.00	
505439	05/26/2022	COORDINATION FOR APPLIANCE REPAIR - 17217 CHE\$	\$277.50	
505440	05/26/2022	COORDINATION FOR HVAC MAINTENANCE - 16242 E TI	\$277.50	
505441	05/26/2022	COORDINATION FOR MISC REPAIRS - GENERAL	\$7,020.00	
505442	05/26/2022	COORDINATION FOR MISC REPAIRS - 16238 E TEMPLE	\$2,127.50	
505443	05/26/2022	COORDINATION FOR MISC REPAIRS - 16200 E TEMPLE	\$555.00	
505444	05/26/2022	COORDINATION FOR MISC REPAIRS - 16224 E TEMPLE	\$1,850.00	
505445	05/26/2022	COORDINATION FOR FLOORING REPAIRS - 16220 E TE	\$185.00	
505446	05/26/2022	COORDINATION FOR MISC REPAIRS - 16227 E TEMPLE	\$555.00	
505447	05/26/2022	MISC HOUSING CAPITAL IMPROVEMENTS - REVIEW PI	\$6,532.50	
200235	06/08/2022	GARCIA'S FENCE CORP	\$8,395.00	
	Invoice	Date	Description	Amount
	52213	05/10/2022	REPLACE FENCE - 132, 134, 138 TURNBULL CYN	\$8,395.00

**Industry Property and Housing Management Authority
Board Meeting
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Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200236	06/08/2022		IPHMA - PAYROLL ACCOUNT	\$4,000.00
	Invoice	Date	Description	Amount
	JUN-22	05/25/2022	REPLENISH PAYROLL ACCOUNT FOR JUNE 2022	\$4,000.00
200237	06/08/2022		JANUS PEST MANAGEMENT	\$358.00
	Invoice	Date	Description	Amount
	247368	05/04/2022	PEST SVC - 17229 CHESTNUT ST	\$120.00
	247369	05/04/2022	PEST SVC - 17217 CHESTNUT ST	\$120.00
	247293	05/04/2022	PEST SVC - 16212 TEMPLE AVE	\$118.00
200238	06/08/2022		KLINE'S PLUMBING, INC.	\$2,200.00
	Invoice	Date	Description	Amount
	12323	05/14/2022	REPLACE WATER HEATER - 16224 TEMPLE AVE	\$2,200.00
200239	06/08/2022		KP CONTRUCTION CO INC	\$7,425.00
	Invoice	Date	Description	Amount
	16238-01	05/17/2022	DRIVEWAY RESTORATION - 16238 TEMPLE AVE	\$7,425.00
200240	06/08/2022		RODENT PEST TECHNOLOGIES, INC	\$1,575.00
	Invoice	Date	Description	Amount
	9310615	05/08/2022	APRIL 2022 PEST SVC @ \$75 PER HOUSE	\$1,575.00
200241	06/08/2022		SATSUMA LANDSCAPE & MAINT.	\$17,370.07
	Invoice	Date	Description	Amount
	0522EHNHCS	05/26/2022	MAY 2022 LANDSCAPE MAINTENANCE	\$17,370.07
200242	06/08/2022		WEST COAST ARBORISTS, INC.	\$1,315.00

**Industry Property and Housing Management Authority
Board Meeting
June 8, 2022**

Check	Date	Payee Name	Check Amount
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IPHMA.WF.CHK - IPHMA Wells Fargo Checking

Invoice	Date	Description	Amount
185539-A	05/11/2022	REMOVE PINE TREE & STUMP - 16238 TEMPLE AVE	\$1,315.00

Checks	Status	Count	Transaction Amount
	Total	16	\$73,791.00

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 5.2

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
NOVEMBER 4, 2021
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The Special Meeting of the Industry Property and Housing Management Authority of the City of Industry, California, was called to order by Chair Phil Cook at 10:05 a.m., telephonically using Conference Call Number, 657-204-3264, Conference ID: 891 942 366#.

FLAG SALUTE

The flag salute was led by Chair Phil Cook.

ROLL CALL

PRESENT: Phil Cook, Chair
Ken Calvo, Vice Chair
Raheleh Gorginfar, Board Member
Timothy O’Gorman, Board Member
Tim Seal, Board Member

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant City Manager; James M. Casso, General Counsel; Julie Robles, Secretary; and Lynn Thompson, Administrative Technician III.

PUBLIC COMMENTS

There were none.

BOARD MATTERS

5.1 CONSIDERATION OF RESOLUTION NO. IPHMA 2021-06 – A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY (“IPHMA”) AUTHORIZING REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

RECOMMENDED ACTION: *Discuss and provide direction.*

Executive Director Josh Nelson provided a staff report and explained AB 361 to the Authority. He was available to answer any questions.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
NOVEMBER 4, 2021
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MOTION BY VICE CHAIR CALVO, AND SECOND BY BOARD MEMBER O'GORMAN TO APPROVE RESOLUTION NO. IPHMA 2021-06. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	GORGINFAR, O'GORMAN, SEAL, VC/CALVO, C/COOK
NOES:	BOARD MEMBERS:	NONE
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

CLOSED SESSION

Administrative Technician Thompson announced there was a need for Closed Session as follows:

- 6.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Case: *Cruz v. Radecki, et al*
Superior Court, County of Los Angeles
Case No. 20STCV47002

Vice Chair Calvo recused himself from participating in Closed Session due to an actual or potential conflict of interest and left the meeting at 10:12 a.m.

Board Member Gorginfar asked to clarify that Closed Session would be specific to the one item listed only and nothing else such as leases, placement of homes or Council Members would be discussed. It was confirmed by Executive Director Nelson that in fact only the one item would be discussed.

Chair Cook asked if anyone from the public wished to comment on the Closed Session item. There was no response.

Chair Cook recessed the meeting into Closed Session at 10:13 a.m.

Chair Cook reconvened the meeting at 10:48 a.m. All members of the Authority were present except Vice Chair Calvo.

General Counsel Casso reported out of Closed Session.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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CITY OF INDUSTRY, CALIFORNIA
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He stated for the record that Vice Chair, Ken Calvo, recused himself from Closed Session Item 6.1, left the meeting at 10:12 a.m., and did not participate in this matter.

With regard to Closed Session item 6.1, there was no reportable action. Nothing further to report at this time.

ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 10:50 a.m.

Phil Cook
Chair

Julie Robles
Secretary

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
DECEMBER 8, 2021
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The Regular Meeting of the Industry Property and Housing Management Authority of the City of Industry, California, was called to order by Chair Ken Calvo at 10:31 a.m., in the City of Industry Council Chamber, 15651 Mayor Dave Way, California and telephonically using Conference Call Number, 657-204-3264, Conference ID: 266 585 571#.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

ROLL CALL

PRESENT: Ken Calvo, Chair
Tim Seal, Vice Chair
Phil Cook, Board Member- Telephonically
Raheleh Gorginfar, Board Member - Telephonically
Timothy O’Gorman, Board Member - Telephonically

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant City Manager; Sam Pedroza, Assistant City Manager; James M. Casso, General Counsel; Julie Robles, Secretary; and Lynn Thompson, Administrative Technician III.

PUBLIC COMMENTS

There were none.

CONSENT CALENDAR

5.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR DECEMBER 8, 2021

RECOMMENDED ACTION: Approve the Register of Demands for August 10, 2021.

5.2 CONSIDERATION OF THE MINUTES OF THE AUGUST 9, 2017 REGULAR MEETING AND NOVEMBER 10, 2021 SPECIAL MEETING

RECOMMENDED ACTION: Approve as submitted.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
DECEMBER 8, 2021
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MOTION BY VICE CHAIR SEAL, AND SECOND BY BOARD MEMBER COOK TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	COOK, GORGINFAR, O’GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	NONE
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

BOARD MATTERS

6.1 CONSIDERATION OF RESCINDING ANY LIST OF POTENTIAL IPHMA TENANTS WHO DO NOT HAVE CURRENT LEASES WITH IPHMA.

RECOMMENDED ACTION: Rescind any list of potential tenants who do not have current leases with IPHMA.

Assistant City Manager Bing Hyun provided a staff report and General Counsel James M. Casso provided additional information. There is no clear record, so this is a formal request to rescind any list that may exist. Both were available to answer any questions.

MOTION BY BOARD MEMBER COOK, AND SECOND BY BOARD MEMBER O’GORMAN TO RESCIND ANY LIST OF POTENTIAL TENANTS WHO DO NOT HAVE CURRENT LEASES WITH IPHMA. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	COOK, GORGINFAR, O’GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	NONE
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

6.2 CONSIDERATION OF A RESIDENTIAL RENTAL AGREEMENT FOR 16218 TEMPLE AVENUE

RECOMMENDED ACTION: Approve the Residential Rental Agreement for 16218 Temple Avenue.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
DECEMBER 8, 2021
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Assistant City Manager, Bing Hyun provided a staff report and thanked the Ad Hoc Committee for getting together to come up with this agreement. Conversation ensued regarding the rent increase and how this was determined by Board Member Gorginfar. The application includes job information, salary, the ability to pay and the tenants to be over 18 years of age. The rent was increased to \$1,400.00 per month.

MOTION BY VICE CHAIR SEAL, AND SECOND BY BOARD MEMBER COOK TO APPROVE THE RESIDENTIAL RENTAL AGREEMENT FOR 16218 TEMPLE AVENUE. MOTION CARRIED 4-1, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	COOK, O’GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	GORGINFAR
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

6.3 CONSIDERATION OF RESOLUTION NO. IPHMA 2021-07 – A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY (“IPHMA”) CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

RECOMMENDED ACTION: *Adopt Resolution No. IPHMA 2021-07, continuing the authorization of remote teleconferencing meetings pursuant to AB 361.*

Executive Director, Josh Nelson provided a staff report and was available to answer any questions.

MOTION BY BOARD MEMBER COOK, AND SECOND BY BOARD MEMBER O’GORMAN TO ADOPT RESOLUTION NO. IPHMA 2021-07, CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	COOK, GORGINFAR, O’GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	NONE
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
DECEMBER 8, 2021
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6.4 DISCUSSION AND DIRECTION REGARDING RENT INCREASE FOR EXISTING TENANTS.

RECOMMENDED ACTION: *Provide direction to staff.*

Assistant City Manager, Bing Hyun provided a staff report and spoke on state law AB 1482, that the maximum rent increase can be 5% plus the current percentage for cost of living, or 10% whichever is lower. Conversation ensued among the Board Members about the goals to increase the rent that is already extremely low. The rate of 8.6% was determined at 5% plus cost-of-living increase of 3.6%, effective February 1, 2022.

MOTION BY BOARD MEMBER GORGINFAR, AND SECOND BY BOARD MEMBER COOK TO INCREASE THE RENT BY 8.6% STARTING FEBRUARY 1, 2022. MOTION FAILED 2-3, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	GORGINFAR, COOK
NOES:	BOARD MEMBERS:	O'GORMAN, VC/SEAL, C/CALVO
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

MOTION BY CHAIR CALVO, AND SECOND BY VICE CHAIR SEAL TO INCREASE THE RENT BY 4.3% STARTING FEBRUARY 1, 2022, AND AN ADDITIONAL 4.3% AUGUST 1, 2022. MOTION CARRIED 3-2, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	O'GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	GORGINFAR, COOK
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

EXECUTIVE DIRECTOR REPORTS

Executive Director Josh Nelson extended a Merry Christmas to everyone.

AB 1234 REPORTS

There were none.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
DECEMBER 8, 2021
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BOARD MEMBER COMMUNICATIONS

Chair Ken Calvo clarified that the Ad Hoc committee that was created for item 6.2 on today's agenda, was for a special rental request. The minutes for November 10, 2021, will be changed to reflect that title. In addition, the Chair name was corrected from Tim Seal to Ken Calvo.

ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 11:09 a.m.

Ken Calvo
Chair

Julie Robles
Secretary

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
MAY 11, 2022
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The Regular Meeting of the Industry Property and Housing Management Authority of the City of Industry, California, was called to order by Chair Ken Calvo at 10:30 a.m., in the City of Industry Council Chamber, 15651 Mayor Dave Way, California and telephonically using Conference Call Number, 657-204-3264, Conference ID: 683 831 163#.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

ROLL CALL

PRESENT: Ken Calvo, Chair
Tim Seal, Vice Chair
Phil Cook, Board Member
Raheleh Gorginfar, Board Member - Telephonically
Timothy O’Gorman, Board Member

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant City Manager; James M. Casso, General Counsel; and Lynn Thompson, Administrative Technician III.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

5.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR MAY 11, 2022

RECOMMENDED ACTION: Approve the Register of Demands for May 11, 2022.

5.2 CONSIDERATION OF THE MINUTES OF THE APRIL 13, 2022 REGULAR MEETING

RECOMMENDED ACTION: Approve as submitted.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
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5.3 CONSIDERATION OF RESOLUTION NO. IPHMA 2022-06 – A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY (“IPHMA”) CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

RECOMMENDED ACTION: *Adopt Resolution No. IPHMA 2022-06, continuing the authorization of remote teleconferencing meetings pursuant to AB 361.*

MOTION BY BOARD MEMBER O’GORMAN AND SECOND BY BOARD MEMBER COOK TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	COOK, GORGINFAR, O’GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	NONE
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

BOARD MATTERS

6.1 CONSIDERATION OF AUTHORIZATION TO ADVERTISE FOR PUBLIC BIDS FOR CONTRACT NO. IPHMA-006 VARIOUS ROOF REPLACEMENT AND REPAIRS, FOR AN ESTIMATED COST OF \$219,000.00 (MP 12-06 #27)

RECOMMENDED ACTION: *Approve the plans and specifications and authorize the advertising and receipt of electronic bids.*

Senior Project Manager James Cramsie, from CNC Engineering provided a staff report and was available to answer any questions.

MOTION BY VICE CHAIR SEAL AND SECOND BY BOARD MEMBER COOK TO APPROVE THE PLANS AND SPECIFICATIONS AND AUTHORIZE THE ADVERTISING AND RECEIPT OF ELECTRONIC BIDS. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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CITY OF INDUSTRY, CALIFORNIA
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AYES: BOARD MEMBERS: COOK, GORGINFAR, O’GORMAN, VC/SEAL,
C/CALVO
NOES: BOARD MEMBERS: NONE
ABSENT BOARD MEMBERS: NONE
ABSTAIN BOARD MEMBERS: NONE

EXECUTIVE DIRECTOR REPORTS

Executive Director Josh Nelson said there are ongoing Ad hoc meetings, including today after this meeting, regarding the application process. Hopefully there will be something to present at the June, no later than the July meeting.

AB 1234 REPORTS

There were none.

BOARD MEMBER COMMUNICATIONS

There were none.

ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 10:36 a.m.

Ken Calvo
Chair

Julie Robles
Secretary

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 5.3

RESOLUTION NO. IPHMA 2022-08

A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

RECITALS

WHEREAS, the Industry Property and Housing Management Authority (“IPHMA”) is committed to preserving and encouraging public access and participation in its meetings; and

WHEREAS, all meetings of the IPHMA are open and public, as required by the Ralph M. Brown Act (Gov. Code §§54950 – 54963) (“Brown Act”), so that any member of the public may attend, participate, and observe the IPHMA conduct its business; and

WHEREAS, in March 2020 as a response to the ongoing COVID-19 pandemic, Governor Newsom issued Executive Orders N-25-20 and N-29-20. These orders suspended certain elements of the Brown Act and specifically allowed for legislative bodies as defined by the Brown Act to hold their meetings entirely electronically with no physical meeting place. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which provided that the provisions in Executive Order N-29-20 suspending certain elements of the Brown Act would continue to apply through September 30, 2021; and

WHEREAS, on September 16, 2021 Governor Newsom signed AB 361, which added subsection (e) to Government Code §54953 of the Brown Act, and makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code §54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, one of the conditions required is that a state of emergency has been declared by the Governor pursuant to Government Code §8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code §8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, in March 2020, in response to the spread of COVID-19 in the State of California, the Governor Proclaimed a State of Emergency pursuant to Government Code §8625, and issued a number of executive orders aimed at containing the COVID-19 virus, and the County of Los Angeles through various Orders of the Los Angeles County Health Officer, continues to impose or recommend measures to promote social distancing; and

WHEREAS, Los Angeles County officials have recommended measures to promote social distancing, and strongly recommend masks for all regardless of vaccination status in an effort to slow the transmission of COVID-19 throughout the State and Los Angeles County; and

WHEREAS, the IPHMA is concerned about the health and safety of all individuals of the public who attend public meetings; and

WHEREAS, as a consequence of the continued state of emergency, the Board adopted Resolution No. IPHMA 2021-06 on November 4, 2021, Resolution No. IPHMA 2021-07 on December 4, 2021, Resolution No. IPHMA 2022-01 on January 3, 2022, Resolution No. IPHMA 2022-02 on February 2, 2022, Resolution No. IPHMA 2022-04 on March 4, 2022, Resolution No. IPHMA 2022-05 on April 3, 2022, and Resolution No. IPHMA 2022-06 on May 3, 2022, finding and determining that the IPHMA would continue to conduct its meetings without compliance with Government Code §54953(b)(3), as authorized by Government Code §54953(e), and that the IPHMA would continue to comply with the requirements to provide the public with access to all public meetings as prescribed in §54953(e)(2); and

WHEREAS, pursuant to the provisions of AB 361, the IPHMA Board hereby finds and determines that the findings set forth in Resolution No. IPHMA 2022-06 remain, and that it is thereby necessary to continue to conduct its meetings without compliance with Government Code §54953(b)(3), as authorized by Government Code §54953(e).

NOW, THEREFORE, THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1: All of the facts set forth in the Recitals are true and correct, and are incorporated herein by reference.

SECTION 2: The IPHMA hereby considers the existing conditions of the state of emergency, local officials in Los Angeles County have recommended or imposed measures to promote social distancing in connection with COVID-19. Based on these facts, findings, and determinations, the IPHMA authorizes staff to conduct remote teleconference meetings of the IPHMA, under the provisions of Government Code §54953(e).

SECTION 3: The Executive Director is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution and AB 361, including continuing to conduct open and public meetings in accordance with the Brown Act.

SECTION 4: This Resolution shall take effect June 2, 2022, and shall be effective until the earlier of July 2, 2022, or such time as the IPHMA adopts a subsequent resolution in accordance with Government Code §54953(e)(3) to extend the time during which the IPHMA may continue to meet by teleconference.

PASSED, APPROVED AND ADOPTED by the Industry Property and Housing Management Authority at a special meeting held on June 28, 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS

ABSENT: BOARD MEMBERS:

Ken Calvo, Chairman

ATTEST:

Julie Gutierrez-Robles, Secretary

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 5.4



INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY

MEMORANDUM

To: Honorable Chair and Members of the Authority

From: Elise Calvo, Treasurer *EC*
Joshua Nelson, Executive Director *JN*

Staff: Veronica Mejia, Accounting Technician II *V.M*

Date: June 28, 2022

Subject: **Statement of Investment Policy**

OVERVIEW

Section 53646 (a)(2) of the California Government Code, states that the Treasurer or chief fiscal officer of any other local agency may annually render to his/her legislative body and any oversight committee an investment policy, that the legislative body shall consider at a public meeting.

This Agenda Item includes the Statement of Investment Policy for the City of Industry dated Fiscal Year 2022-2023, for all future investments, pursuant to Section 53601 and Section 53635 of the California Government Code.

This investment Policy serves as the foundation of the IPHMA's investment goals and priorities. This policy will be reviewed regularly or at least annually to assure that it continues to meet the IPHMA's portfolio goals/priorities, with the intent to protect the assets of the Industry Property and Housing Management Authority. The existence of an approved investment policy demonstrates that the governing body is performing its fiduciary responsibilities, thereby, inspiring trust and confidence among the public that it serves.

RECOMMENDATION

It is my recommendation that the Authority approve the Investment Policy.

Fiscal Year
2022-2023

City of Industry

STATEMENT OF INVESTMENT POLICY

ELISE CALVO, CITY TREASURER

CITY OF INDUSTRY
STATEMENT OF INVESTMENT POLICY

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CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

Effective June 23, 2022

(Supersedes All Previous Investment Policies)

1.0 Introduction. The purpose of this document is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related activities. Related activities which comprise good cash management include accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective banking relations, and arranging for a short-term borrowing program which coordinates working capital requirements and investment opportunities.

2.0 Policy. It is the policy of the City of Industry to invest public funds not required for immediate day-to-day operations in safe, liquid and medium term investments. These investments shall yield an acceptable return while conforming to all California statutes and the City's Investment Policy.

3.0 Scope. It is intended that this policy cover the investment activities of all contingency reserves and inactive cash under the direct authority of the City and its component units including but not limited to, the City of Industry, the Successor Agency to the Industry Urban-Development Agency, the Civic-Recreational-Industrial Authority, the Industry Public Utilities Commission, the Industry Public Facilities Authority and the Industry Property and Housing Management Authority.

3.1 Pooled Investments. Investments for the City and its component units will be made on a pooled basis including, but not limited to, the City of Industry, the Successor Agency to the Industry Urban-Development Agency, the Civic-Recreational-Industrial Authority, the Industry Public Utilities Commission, the Industry Public Facilities Authority and the Industry Property and Housing Management Authority. The City's identifies the fund types involved as follows:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds
- Trust Funds
- Miscellaneous Special Funds
- Any new funds created by the applicable governing board, unless specifically exempted

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

3.2 Investments held separately. Investment of bond proceeds will be held separately when required by the bond indentures. Bond proceeds will be invested in accordance with the requirements stated in the bond indentures. This policy does not apply to deferred compensation plans.

4.0 Objectives. Section 53600.5 of the California Government Code outlines the primary objectives of a trustee investing public money. The primary objectives, in order of priority, of the City's investment activities shall be:

4.1. Safety. Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure preservation of capital in the overall portfolio.

4.2 Liquidity. The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.

4.3 Return on investment. Investment return becomes a consideration only after the basic requirements of safety and liquidity have been met. The City Treasurer shall attempt to realize a yield on investments consistent with California statutes and the City's Investment Policy.

The City Treasurer should strive to maintain the level of investment of all contingency reserves and inactive funds as close to one hundred percent (100%) as possible. While the objectives of safety and liquidity must first be met, it is recognized that portfolio assets represent a potential source of significant revenues. It is to the benefit of the City that these assets be managed to realize a yield on investments consistent with California statutes and the City's Investment Policy.

A buy and hold strategy will generally be followed; that is, investments once made will usually be held until maturity. A buy and hold strategy will result in unrealized gains or losses as market interest rates fall or rise from the coupon rate of the investment. Unrealized gains or losses, however, will diminish as the maturity dates of the investments are approached or as market interest rates move closer to the coupon rate of the investment. A buy and hold strategy requires that the portfolio be kept sufficiently liquid to preclude the undesired sale of investments prior to maturity. Occasionally, the City Treasurer may find it advantageous to sell an investment prior to maturity, but this should only be on an exception basis and only when it is in the best interest of the City.

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

5.0 Authorized investments. The City Treasurer may invest City funds in the following investments as specified in the California Government Code Section 53601, and certain investment types are further limited to only the following specified investments.

	Investment Type	Maximum Remaining Maturity	Maximum Specified % of Portfolio	Minimum Quality Requirements	California Government Code Sections
a.	Securities of the US Government, or its agencies Including GSE debt and US Treasury Obligations	5 years	None	None	53601(b)(f) and 53601.6
b.	Negotiable certificates of deposits	5 years	30%	None	53601(1)
c.	Non-negotiable certificates of deposits	5 years	None	None	53630 et seq.
d.	Bankers Acceptances	180 days	40% and no more than 30% of any one commercial bank	None	53601(g)
e.	Commercial Paper	270 days	25% and no more than 10% of a single issuer	A-1 or higher rating from an NRSRO	53601(h)(2)(C), 53635(a)(1)
f.	Local Agency Investment Fund (LAIF)	N/A	None	None	16429.1
g.	Collateralized Bank Deposits including passbook Savings account demand deposits	5 years	None	None	53630 et. Seq and 53601 (n)
h.	Repurchase agreements	1 year	None	None	53601(j)
i.	Los Angeles County Investment Pool (California Govt. Code Section 53684)	N/A	None	None	53684
j.	It is the City of Industry's policy no to utilize Reverse Repurchase Agreements or shares of beneficial interest issued by diversified management companies (mutual funds), unless that fund is composed entirely of securities of the U.S. Government, or its agencies, and the use of such funds shall be restricted to sweep accounts. (Reverse Repurchase Agreements shall be permitted if they are assets of the Local Agency Investment Fund).				
k.	Local Agency Bonds	5 years	None	None	53601(a)

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

i.	Medium-term notes	5 years or less	30%	"A" rating category or its equivalent or better	53601(k)
m.	Registered treasury notes or bonds of any of the other 49 states in addition to California *	5 years	None	None	53601(d)
n.	Bonds, notes, warrants, or other evidences of indebtedness of a local agency within California*	5 years	None	None	53601(e)
o.	All securities authorized by the California Code, but which are not currently allowed by this investment policy, must first be approved by City Council at the time of purchase.				

* Includes but not limited to municipal bonds or other indebtedness issued by the City of Industry and/or its related Agencies.

Section 53601 of the California Government Code provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, the City Council may grant express authority to make investments either specifically or as a part of an investment program approved by the City Council that exceeds the five year remaining maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.

5.1 Review of Investment Portfolio. The City’s investment portfolio must be in compliance with Section 5.0 of this Policy at the time an investment is purchased. However, due to various reasons the portfolio may not be in compliance. The reasons for noncompliance that may arise include, but are not limited to a downgrade in a security’s rating, redemptions or maturities resulting in exceeding maximum percentages of a particular investment type, fluctuation in total portfolio size, a change in the California Government Code, or subsequent update to the Investment Policy that renders investments made under previous policies incompliant.

The Treasurer shall review the portfolios quarterly to identify any securities that are no longer in compliance. The Treasurer shall report any major and critical incidences of noncompliance to the City Manager and City Council and provide recommendations to address the noncompliant securities.

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

6.0 Reporting. Sections 53607 and 53646 of the California Government Code allows the City Council, at its discretion, to require reports meeting the standards set forth in these sections, as well as any additional information desired. Therefore, it is the policy of the City that the City Treasurer or designee appointed by the City Treasurer file a report on the investments and transactions with the City Council as described in Sections 53607 and 53646 of the California Government Code.

7.0 Selection of financial institutions and brokers/dealers. Investments shall be purchased only through well established, financially sound institutions. The City Treasurer or City Manager or their designee may maintain a list of financial institutions and broker/dealers who are approved to provide the City with investment services. This list should be updated annually by the City Treasurer to ensure compliance with this investment policy. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions will be given a copy of the City's Investment Policy, and a return cover letter which they must sign indicating that the investment policy has been read, understood and that their investment offers will comply with this policy.

All financial institutions and broker/dealers will take direction from the City Treasurer or City Manager or their designee as it relates to the investment strategy and investment policy of the City. Any instructions will be in the form of written instructions via email or other electronic transmissions.

Qualified financial institutions and broker/dealers must supply the City Treasurer or City Manager or their designee with the following:

7.1 Financial Institutions.

- Current audited financial statements
- Depository contracts, as appropriate
- A copy of the latest FDIC call report or the latest FHLBB report, as appropriate
- Proof that commercial banks, savings banks, or savings and loan associations are state or federally chartered

7.2 Broker/Dealers.

- Current audited financial statements
- Proof that brokerage firms are members in good standing of a national securities exchange, or
- A designation as a primary government dealer by the Federal Reserve Bank.

Commercial banks, savings banks, and savings and loan associations must maintain a minimum net worth to asset ratio as provided by law (total regulatory net worth divided by total assets), and must have had positive net earnings for the last reporting period

The City is prohibited from selecting any broker/dealer that has made a campaign contribution within any consecutive 48-month period which exceeds the limitations

CITY OF INDUSTRY

STATEMENT OF INVESTMENT POLICY

contained Rule G-37 of the Municipal Securities Rulemaking Board.

8.0 Ethics and conflicts of interest. All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment recommendations and decisions. Investment officials and employees shall make all disclosures appropriate under the Fair Political Practices Act and may seek the advice of the City Attorney and the Fair Political Practices Commission whenever there is a question of personal financial or investment positions that could represent potential conflicts of interest.

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 6.1



INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY

MEMORANDUM

TO: Board of Directors

FROM: Joshua Nelson, Executive Director *JN*

STAFF: Yamini Pathak, Director of Finance *YP*
Dean Yamagata, Frazer, LLP – Financial Consultant

DATE: June 28, 2022

SUBJECT: Consideration of Resolution No. IPHMA 2022-07 – A Resolution of the City of Industry Property and Housing Management Authority ("IPHMA") Adopting the FY 22-23 IPHMA Budget

Budget Recap

Below is a summary of the revenues and expenses for the IPHMA.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
BUDGET COMPARISON TO PRIOR YEAR
PROPOSED BUDGET 2022-2023

	PROPOSED REVENUES AND TRANSFERS			PROPOSED BUDGETED EXPENDITURES AND TRANSFERS		
	2022-2023	2021-2022	% - CHANGE	2022-2023	2021-2022	% - CHANGE
160 IPHMA	\$ 172,000	\$ 175,100	-2%	\$ 762,000	\$ 670,800	14%

Staff has budgeted total revenues for the IPHMA in the amount of \$172,000 rental income, and are anticipating \$762,000 in expenditures for FY 2022-2023, which are mainly for property and landscape maintenances, general engineering, property taxes and assessments and legal services. The shortfall of \$590,000 will be supported by transfers from the City of Industry's General Fund.

FISCAL IMPACT

The FY 2022-23 IPHMA Budget totals \$762,000 in expenditures and is supported by

\$172,000 in revenues, and a \$590,000 subsidy from the City's General Fund.

The FY 2022-23 Proposed Capital Budget for the IPHMA totals \$1,000,000 and is supported by City funds, as included in the City's FY 2022-23 Adopted CIP Budget.

RECOMMENDATION

Staff recommends that the Board adopt Resolution No. IPHMA 2022-07, adopting the Budget for the Industry Property and Housing Management Authority for Fiscal Year 2022-2023.

Attachments:

1. Resolution No. IPHMA 2022-07 – Resolution Approving the FY 2022-23 IPHMA Budget
2. Exhibit A – FY 2022-23 IPHMA Budget Section

RESOLUTION NO. IPHMA 2022-07

A RESOLUTION OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY ("IPHMA") ADOPTING THE FISCAL YEAR 2022-23 IPHMA BUDGET

WHEREAS, on June 9, 2022, the City Council of the City of Industry ("City") held a special budget workshop and received a presentation on the FY 2022-23 ("FY 2023") Proposed Operating Budget and FY 2023 Proposed Capital Improvement Program ("CIP") Budget for the City and the IPHMA; and

WHEREAS, the purpose of the budget workshop was to give the City Council an opportunity to thoroughly review the proposed budget, ask questions, and provide comments and direction to Staff in preparation for the budget adoption meeting; and

WHEREAS, on June 23, 2022, the City Council adopted the City's Operating Budget for FY 2023, which included funding for IPHMA's FY 2023 Budget; and

WHEREAS, it is necessary for the Board to adopt IPHMA's FY 2023 Budget; and

WHEREAS, the IPHMA Board received a presentation on the FY 2023 Budget on June 28, 2022.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. The Board hereby adopts the FY 2023 Budget, attached hereto as Exhibit A, and incorporated herein by reference.

Section 3. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 4. The Secretary shall certify to the passage and adoption of this resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the City of Industry Property Housing Management Authority at a special meeting held on June 28, 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

Ken Calvo, Chairman

ATTEST:

Julie Gutierrez-Robles, Secretary



Industry Property and Housing Management Authority ("IPHMA")

City of Industry | FY 2022/23 Proposed Budget

INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
PROPOSED ANNUAL BUDGET

REVENUE SUMMARY BY FUND	ADOPTED BUDGET 2020-21	AMENDED BUDGET 2020-21	ACTUAL 2020-21	ADOPTED BUDGET 2021-2022	AMENDED BUDGET 2021-2022	ACTUAL 3/31/2022	PROPOSED BUDGET 2022-2023
IPHMA							
4300.02 INVESTMENT INTEREST INCOME	\$ 100	\$ 100	\$ 19	\$ 100	\$ 100	\$ 4	\$ 1,000
4340 RENTAL INCOME	161,000	165,500	161,389	175,000	175,000	122,532	171,000
4355 OTHER INCOME	-	-	2,997	-	-	-	-
IPMHA TOTAL	\$ 161,100	\$ 165,600	\$ 164,405	\$ 175,100	\$ 175,100	\$ 122,536	\$ 172,000

INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
PROPOSED ANNUAL BUDGET

OBJECT #	ACCOUNT DESCRIPTION	ADOPTED BUDGET 2020-21	AMENDED BUDGET 2020-21	ACTUAL 2020-21	ADOPTED BUDGET 2021-2022	AMENDED BUDGET 2021-2022	ACTUAL 3/31/2022	PROPOSED BUDGET 2022-2023
IPHMA								
5011	BOARD SALARIES	\$ 38,000	\$ 32,100	\$ 36,875	\$ 37,500	\$ 37,500	\$ 28,125	\$ 38,000
5012	GENERAL INSURANCE AND BONDING	11,000	11,000	8,136	10,000	15,000	15,046	22,000
5018	OFFICE SUPPLIES AND POSTAGE	500	500	-	-	-	-	-
5025	MISCELLANEOUS	-	1,500	4,562	7,000	7,000	-	-
5027	MEDICARE	600	600	535	600	600	408	1,000
5030	STATE UNEMPLOYMENT	2,000	2,000	1,950	2,200	2,200	1,227	3,000
5031	DISABILITY	100	100	(39)	100	100	-	-
5032	STATE EMPLOYMENT & TRAINING TAX	100	100	18	-	-	26	1,000
5036	BANK FEES	-	-	-	-	-	12	1,000
5040	PARS - ARS	2,000	2,000	1,336	1,400	1,400	1,055	2,000
5068	LANDSCAPE MAINTNEANCE	137,000	153,200	191,221	178,000	178,000	117,582	298,000
5110	ACCOUNTING FEES	1,000	1,000	957	1,000	1,000	1,068	2,000
5120.01	PROFESSIONAL SERVICES	5,000	2,000	75	80,000	55,000	24,872	35,000
5120.02	LEGAL SERVICES	40,000	25,000	16,975	-	-	5,057	8,000
5205	CONSTRUCTION COSTS	-	-	-	-	-	-	-
5631	WORKERS COMPENSATION	-	-	-	-	-	-	1,000
5640	ADVERTISING AND PRINTING	500	500	346	-	-	144	1,000
5730.01	UTILITIES - GAS	1,600	1,600	600	1,000	1,000	455	1,000
5730.02	UTILITIES - WATER	15,000	15,000	20,695	20,000	20,000	14,468	21,000
5730.03	UTILITIES - ELECTRIC	3,000	3,000	1,186	2,000	2,000	764	2,000
5740	PROPERTY TAXES AND ASSESSMENTS	46,000	46,000	43,991	60,000	60,000	40,096	57,000
5900	GENERAL ENGINEERING	85,000	98,100	139,983	140,000	140,000	76,888	140,000
8510	PROPERTY MAINTENANCE	150,000	208,000	166,192	150,000	150,000	91,298	128,000
TOTAL		<u>\$ 538,400</u>	<u>\$ 603,300</u>	<u>\$ 635,594</u>	<u>\$ 690,800</u>	<u>\$ 670,800</u>	<u>\$ 418,590</u>	<u>\$ 762,000</u>



CIP Detail – IPHMA

City of Industry | FY 2022/23 Proposed Budget

Capital Improvement Program

FY 2022 - 2023

#	Project Name	FY 22-23 Proposed Budget
18. IPHMA Capital Improvements		
A	Miscellaneous Housing Capital Improvements	1,000,000.00
	Total	\$1,000,000
	TOTALS - IPHMA	\$1,000,000