



City of Industry Property and Housing Management Authority

REGULAR MEETING AGENDA
APRIL 12, 2023
10:30 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:

- ▶ **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.

At the time of publication, no Board Members intend to take part in the meeting remotely under the provisions of AB 2449. Should that change between the time of publication and the start of the meeting, a live webcasting of the meeting will be accessible via the link, meeting ID, and meeting passcode listed below. Whenever possible, an announcement will be made at the start of the meeting via the live webcast to confirm whether or not a Board Member will join remotely. If they will not be joining remotely, then the live webcast will terminate after the announcement.

▶ www.microsoft.com/microsoft-teams/join-a-meeting

Meeting ID: 238 009 913 569

Meeting Passcode: r7ZQB6

Or call in (audio only)

+1 657-204-3264,,822760472# United States, Anaheim

(833) 450-1153,,822760472# United States (Toll-free)

Phone Conference ID: 822 760 472#

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 Mayor Dave Way, 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. AB 2449 Vote on Emergency Circumstances (if necessary)
4. Roll Call
5. Public Comments
6. **CONSENT CALENDAR**

- 6.1 Consideration of the Register of Demands for March 8, 2023

RECOMMENDED ACTION: Ratify the Register of Demands.

- 6.2 Consideration of the Register of Demands for April 12, 2023

RECOMMENDED ACTION: Approve the Register of Demands.

- 6.3 Consideration of the minutes of the August 11, 2022 special meeting, November 9, 2022 regular meeting, December 7, 2022 regular meeting, and the February 8, 2023 regular meeting

RECOMMENDED ACTION: Approve as submitted.

- 6.4 Presentation of the FY 2022-2023 Mid-Year Budget Report, and Consideration of Resolution No. IPHMA 2023-03, approving and adopting the FY 2022-2023 Mid-Year Budget Amendments

RECOMMENDED ACTION: Receive and file the FY 22-23 Mid-Year Budget Report and adopt Resolution No. IPHMA 2023-03, approving the Proposed FY 22-23 Mid-Year Budget Amendments.

7. **ACTION ITEMS**

7.1 Discussion regarding AB 2449

RECOMMENDED ACTION: *Receive and file.*

8. **CLOSED SESSION**

8.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8:

Property:	Assessor Parcel Numbers 8709-027-907 and 8709-027-271
Agency Negotiators:	James Casso, General Counsel Joshua Nelson, Executive Director
Negotiating Parties:	Skanska USA Inc.
Under Negotiation:	Price and terms of payment

9. **EXECUTIVE DIRECTOR REPORTS**

10. **AB 1234 REPORTS**

11. **BOARD MEMBER COMMUNICATIONS**

12. Adjournment. Next regular meeting: Wednesday, May 10, 2023, at 10:30 a.m.

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 6.1

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY

AUTHORIZATION FOR PAYMENT OF BILLS

Board Meeting March 8, 2023

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
160	INDUSTRY PROPERTY & HOUSING	115,740.11
TOTAL ALL FUNDS		115,740.11

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
IPHMA.WF.CHK	WELLS FARGO CHECKING	115,740.11
TOTAL ALL BANKS		115,740.11

APPROVED PER CITY MANAGER

**Industry Property and Housing Management Authority
Board Meeting
March 8, 2023**

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200390	02/03/2023		ROWLAND WATER DISTRICT	\$318.86
	Invoice	Date	Description	Amount
	2023-00001252	01/25/2023	127-1/8/23 SVC - 17217 & 17229 CHESTNUT - IRR	\$163.99
	2023-00001253	01/25/2023	12/7-1/8/23 SVC - 17217 CHESTNUT ST	\$90.77
	2023-00001254	01/25/2023	12/7-1/8/23 SVC - 17229 CHESTNUT ST	\$64.10
200391	02/15/2023		INDUSTRY PUBLIC UTILITY COMMISSIO	\$21.39
	Invoice	Date	Description	Amount
	2023-00001342	02/06/2023	12/01-12/05/22 SVC - 17229 CHESTNUT ST	\$12.83
	2023-00001343	02/08/2023	1/01-2/01/23 SVC - 16229 E TEMPLE AVE	\$8.56
200392	02/15/2023		SOCALGAS	\$76.37
	Invoice	Date	Description	Amount
	2023-00001344	02/06/2023	1/05-2/02/23 SVC - 16229 TEMPLE AVE	\$21.80
	2023-00001345	02/06/2023	1/05-2/02/23 SVC - 16200 TEMPLE AVE APT 202 BUNKHOL	\$54.57
200393	02/23/2023		SOUTHERN CALIFORNIA EDISON	\$20.00
	Invoice	Date	Description	Amount
	2023-00001399	02/11/2023	01/12-02/10/23 SVC - 20137 E WALNUT DR S	\$20.00
200394	02/23/2023		WALNUT VALLEY WATER DISTRICT	\$78.79
	Invoice	Date	Description	Amount
	4575410	02/08/2023	01/01-01/31/23 SVC - 22002 VALLEY BLVD	\$37.75
	4579889	02/09/2023	01/04-02/01/23 SVC - 20137 WALNUT DR	\$41.04
200395	02/23/2023		WELLS FARGO	\$147.80
	Invoice	Date	Description	Amount

**Industry Property and Housing Management Authority
Board Meeting
March 8, 2023**

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
	1/3-2/3/23A	01/03/2023	IPHMA TENANT SCREENING	\$147.80
200396	02/23/2023		MANUEL DAVID PEREZ	\$900.00
	Invoice	Date	Description	Amount
	2/14/2023	02/14/2023	REIMBURSEMENT FOR JANUARY 2023 RENT	\$900.00
200397	03/08/2023		BENJAMIN A ROMERO II	\$2,138.72
	Invoice	Date	Description	Amount
	215625023	10/21/2022	EMERGENCY WATER DAMAGE REPAIR - 14063 PROCTOR AVE	\$2,138.72
200398	03/08/2023		CASSO & SPARKS, LLP	\$20,009.21
	Invoice	Date	Description	Amount
	20765	02/14/2023	JULY-DEC 2022 LEGAL SVC FOR IPHMA	\$20,009.21
200399	03/08/2023		CELCO CONSTRUCTION SERVICES INC.	\$12,319.64
	Invoice	Date	Description	Amount
	10906	01/31/2023	EMERGENCY BRAKER REPAIR - 15722 NELSON AVE	\$175.00
	10834	01/14/2023	REPAIR WATER DAMAGE - 15722 NELSON AVE	\$12,144.64
200400	03/08/2023		CNC ENGINEERING	\$30,467.50
	Invoice	Date	Description	Amount
	507279	02/23/2023	COORDINATION FOR PLUMBING & APP REPAIRS - 16220 E TEMPLE AVE	\$712.50
	507280	02/23/2023	COORDINATION FOR TERMITE INSPECTION - 16217 E TEMPLE AVE	\$380.00
	507281	02/23/2023	COORDINATION FOR TERMITE INSPECTION - 15714 NELSON AVE	\$380.00
	507282	02/23/2023	CRDNTN FOR TERMITE & GARAGE DOOR REPAIR - 17217 CHESTNUT ST	\$332.50

**Industry Property and Housing Management Authority
Board Meeting
March 8, 2023**

Check	Date	Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking			
507283	02/23/2023	REVIEW INVOICE - 16200 E TEMPLE AVE UNIT C	\$95.00
507284	02/23/2023	COORDINATION FOR APPLIANCE REPAIR - 16200 E TEMPLE AVE UNIT D	\$285.00
507285	02/23/2023	CRDNTN FOR TERMITE & APP REPAIRS - 16218 E TEMPLE AVE	\$332.50
507286	02/23/2023	COORDINATION FOR TERMITE INSPECTION - 16229 E TEMPLE AVE	\$335.00
507287	02/23/2023	COORDINATION FOR APPLIANCE REPAIR - 16200 E TEMPLE AVE UNIT B	\$787.50
507288	02/23/2023	CRDNTN FOR TRMITE, PNT, & WNDW SCRNM REPLACE - 16227 E TEMPLE AVE	\$905.00
507289	02/23/2023	COORDINATION FOR TERMITE & APP REPAIRS - 16238 E TEMPLE AVE	\$627.50
507290	02/23/2023	PREPARE & PROCESS PURCHASE ORDER - 15702 NELSON AVE	\$75.00
507291	02/23/2023	COORDINATION FOR TERMITE REPAIR - 16242 E TEMPLE AVE	\$665.00
507292	02/23/2023	COORDINATION FOR TERMITE INSPECTION - 15736 NELSON AVE	\$237.50
507293	02/23/2023	CRDNTN FOR TERMITE, PLUMB, APP REPAIRS - 15730 NELSON AVE	\$1,435.00
507294	02/23/2023	CRDNTN FOR TRMTE, WTR DMGE, ELEC & APP REPAIR - 15722 NELSON AVE	\$3,150.00
507295	02/23/2023	COORDINATION FOR TERMITE INSPECTION - 17229 CHESTNUT ST	\$287.50
507296	02/23/2023	CRDNTN FOR APP INSTL, TRMT INSPTN, WNDW RPLCE - 15652 NELSON AVE	\$475.00
507297	02/23/2023	CRDNTN FOR PNT, FLR, LGHT, FNCE RPR, GAS MTR- 22036 E VALLEY BLVD	\$6,280.00
507298	02/23/2023	COORDINATION FOR MISC REPAIRS - GENERAL	\$9,982.50
507299	02/23/2023	CRDNTN FOR APP, PLUMB REPAIR & TRMTE INSPCT - 16224 E TEMPLE AVE	\$1,615.00
507300	02/23/2023	COORDINATION FOR APPLIANCE REPAIRS - GENERAL	\$1,092.50
200401	03/08/2023	GOODSERVICE APPLIANCE REPAIR	\$3,851.09

**Industry Property and Housing Management Authority
Board Meeting
March 8, 2023**

Check	Date	Payee Name		Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
	Invoice	Date	Description	Amount
	1995	01/30/2023	DRAIN PUMP REPLACED - 16238 TEMPLE AVE	\$378.29
	1994	01/30/2023	REPLACE BROKEN HANDLE ON FREEZER - 16238 TEMPLE AVE	\$308.43
	1991	01/30/2023	DISHWASHER MAINTENANCE - 16224 TEMPLE AVE	\$95.00
	2001	01/30/2023	DISHWASHER MAINTENANCE - 15722 NELSON AVE	\$95.00
	1997	01/30/2023	DRYER MAINTENANCE - 15730 NELSON AVE	\$95.00
	1996	01/30/2023	OVEN MAINTENANCE - 15730 NELSON AVE	\$414.52
	2002	01/30/2023	DISHWASHER MAINTENANCE - 15730 NELSON AVE	\$95.00
	1998	01/30/2023	DISHWASHER INSTALL - 15652 NELSON AVE	\$189.00
	1987	01/30/2023	DRYER MAINTENANCE - 16220 TEMPLE AVE	\$95.00
	1993	01/30/2023	DISHWASHER INSTALL - 16224 TEMPLE AVE	\$189.00
	1988	01/30/2023	DISHWASHER MAINTENANCE - 16000 TEMPLE AVE UNIT D	\$95.00
	2000	01/30/2023	DISHWASHER INSTALL - 16000 TEMPLE AVE UNIT D	\$189.00
	2006	02/02/2023	DISHWASHER MAINTENANCE - 16218 TEMPLE AVE	\$95.00
	2023	02/13/2023	REFRIGERATOR REPAIR - 16212 TEMPLE AVE	\$750.00
	2032	02/17/2023	DISHWASHER PARTS - 16212 TEMPLE AVE	\$259.73
	1999	01/30/2023	DISHWASHER MAINTENANCE - 16000 TEMPLE AVE UNIT D	\$95.00
	1555	03/04/2022	WASHER MAINTENANCE - 16000 TEMPLE AVE UNIT B	\$89.00
	1557	03/04/2022	REFRIGERATOR MAINTENANCE - 16000 TEMPLE AVE UN	\$324.12
200402	03/08/2023	IPHMA - PAYROLL ACCOUNT		\$3,500.00
	Invoice	Date	Description	Amount
	MAR-23	02/27/2023	REPLENISH PAYROLL ACCOUNT FOR MARCH 2023	\$3,500.00
200403	03/08/2023	KLINE'S PLUMBING, INC.		\$1,075.00

**Industry Property and Housing Management Authority
Board Meeting
March 8, 2023**

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
	Invoice	Date	Description	Amount
	12667	02/07/2023	STORAGE CLEANOUT - 16224 TEMPLE AVE	\$375.00
	12651	01/27/2023	PLUMBING SVC - 15730 NELSON AVE	\$700.00
200404	03/08/2023		MORTISE & TENON BUILDING CORP	\$270.68
	Invoice	Date	Description	Amount
	215625043	01/13/2023	REPAIR SINK - 15730 NELSON AVE	\$270.68
200405	03/08/2023		SATSUMA LANDSCAPE & MAINT.	\$23,479.06
	Invoice	Date	Description	Amount
	0223EHNHCS	02/27/2023	FEBRUARY 2023 LANDSCAPE MAINTENANCE	\$23,479.06
200406	03/08/2023		TEMP AIR SYSTEM INC.	\$400.00
	Invoice	Date	Description	Amount
	15774	01/06/2023	HEATER REPAIR - 15722 NELSON AVE	\$400.00
200407	03/08/2023		WEST COAST ARBORISTS, INC.	\$16,666.00
	Invoice	Date	Description	Amount
	195822	01/31/2023	TREE TRIMMING SVC - MULTIPLE HOUSES	\$2,980.00
	195245	01/15/2023	TREE TRIMMING SVC - MULTIPLE HOUSES	\$13,686.00

Checks	Status	Count	Transaction Amount
	Total	18	\$115,740.11

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 6.2

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY

AUTHORIZATION FOR PAYMENT OF BILLS

Board Meeting April 12, 2023

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
124	IPHMA - CAPITAL IMPROVEMENT	4,212.50
160	INDUSTRY PROPERTY & HOUSING	72,592.20
TOTAL ALL FUNDS		76,804.70

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
IPHMA.WF.CHK	WELLS FARGO CHECKING	76,804.70
TOTAL ALL BANKS		76,804.70

APPROVED PER CITY MANAGER

Industry Property and Housing Management Authority
Board Meeting
April 12, 2023

Check	Date	Payee Name			Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking					
200408	03/08/2023	ROWLAND WATER DISTRICT			\$361.70
	Invoice	Date	Description	Amount	
	2023-00001432	02/22/2023	01/08-02/08/23 SVC - 17217 & 17229 CHESTNUT ST	\$212.20	
	2023-00001433	02/22/2023	01/08-02/08/23 SVC - 17217 CHESTNUT ST	\$84.65	
	2023-00001434	02/22/2023	01/08-02/08/23 SVC - 17229 CHESTNUT ST	\$64.85	
200409	03/23/2023	INDUSTRY PUBLIC UTILITIES			\$2,127.07
	Invoice	Date	Description	Amount	
	2023-00001574	03/01/2023	12/19-02/16/23 SVC - HANDORF LOOP RD-IRRIG BOOSTE	\$75.95	
	2023-00001575	03/01/2023	12/19-02/16/23 SVC - HANDORF LOOP RD-IRRIGATION	\$53.47	
	2023-00001576	03/01/2023	12/19-02/16/23 SVC - 14063 PROCTOR	\$129.29	
	2023-00001577	03/01/2023	12/19-02/16/23 SVC - 16200 TEMPLE CONDOS A & B	\$288.33	
	2023-00001578	03/01/2023	12/19-02/16/23 SVC - 16200 TEMPLE CONDOS C & D	\$249.67	
	2023-00001579	03/01/2023	12/19-02/16/23 SVC - 16212 TEMPLE	\$204.77	
	2023-00001580	03/01/2023	12/19-02/16/23 SVC - 16217 TEMPLE	\$108.62	
	2023-00001581	03/01/2023	12/19-02/16/23 SVC - 16218 TEMPLE	\$126.44	
	2023-00001582	03/01/2023	12/19-02/16/23 SVC - 16220 TEMPLE	\$99.71	
	2023-00001583	03/01/2023	12/19-02/16/23 SVC - 16224 TEMPLE	\$231.98	
	2023-00001584	03/01/2023	12/19-02/16/23 SVC - 16227 TEMPLE	\$90.80	
	2023-00001585	03/01/2023	12/19-02/16/23 SVC - 16229 TEMPLE	\$75.95	
	2023-00001586	03/01/2023	12/19-02/16/23 SVC - 16238 TEMPLE	\$100.73	
	2023-00001587	03/01/2023	12/19-02/16/23 SVC - 16242 TEMPLE	\$115.58	
	2023-00001588	03/01/2023	12/19-02/16/23 SVC - BUNKHOUSE	\$175.78	
200410	03/23/2023	INDUSTRY PUBLIC UTILITY COMMISSIO			\$7.55
	Invoice	Date	Description	Amount	
	2023-00001554	03/10/2023	02/01-03/01/23 SVC - 16229 E TEMPLE AVE	\$7.55	

Industry Property and Housing Management Authority
Board Meeting
April 12, 2023

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200411	03/23/2023		LA PUENTE VALLEY COUNTY WATER D	\$669.84
	Invoice	Date	Description	Amount
	2023-00001555	03/01/2023	12/19-02/16/23 SVC - 15652 NELSON	\$95.49
	2023-00001556	03/01/2023	12/19-02/16/23 SVC - 15702 NELSON	\$162.81
	2023-00001557	03/01/2023	12/19-02/16/23 SVC - 15714 NELSON	\$73.59
	2023-00001558	03/01/2023	12/19-02/16/23 SVC - 15722 NELSON	\$99.45
	2023-00001559	03/01/2023	12/19-02/16/23 SVC - 15730 NELSON	\$111.33
	2023-00001560	03/01/2023	12/19-02/16/23 SVC - 15736 NELSON	\$127.17
200412	03/23/2023		SOCALGAS	\$38.30
	Invoice	Date	Description	Amount
	2023-00001553	03/08/2023	02/02-03/06/23 SVC - 16200 TEMPLE AVE APT 202	\$38.30
200413	03/23/2023		WELLS FARGO	\$142.33
	Invoice	Date	Description	Amount
	IPH-2/3-3/3/23	02/03/2023	SHOWERHEAD - 16220 TEMPLE AVE	\$142.33
200414	03/29/2023		WALNUT VALLEY WATER DISTRICT	\$78.79
	Invoice	Date	Description	Amount
	4603024	03/13/2023	02/01-02/28/23 SVC - 22002 VALLEY BLVD	\$37.75
	4607486	03/16/2023	02/02-03/02/23 SVC - 20137 WALNUT DR	\$41.04
200415	04/05/2023		ROWLAND WATER DISTRICT	\$262.70
	Invoice	Date	Description	Amount
	2023-00001632	03/22/2023	02/08-03/08/23 SVC - 17217 & 17229 CHESTNUT - IRR	\$109.24
	2023-00001633	03/22/2023	02/08-03/08/23 SVC - 17217 CHESTNUT ST	\$88.61

**Industry Property and Housing Management Authority
Board Meeting
April 12, 2023**

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
	2023-00001634	03/22/2023	02/08-03/08/23 SVC - 17229 CHESTNUT ST	\$64.85
200416	04/12/2023		BEE REMOVERS	\$475.00
	Invoice	Date	Description	Amount
	600954	02/15/2023	REMOVE BEE COLONY - 16224 TEMPLE AVE	\$475.00
200417	04/12/2023		BLUE PACIFIC DOORS, INC.	\$610.00
	Invoice	Date	Description	Amount
	BLUE8339	02/17/2023	REPAIR GARAGE DOOR CHAIN - 15722 NELSON AVE	\$610.00
200418	04/12/2023		CELCO CONSTRUCTION SERVICES INC.	\$675.00
	Invoice	Date	Description	Amount
	11121	03/06/2023	INSTALL VENTS & STUCCO REPAIR - 16224 TEMPLE AVE	\$675.00
200419	04/12/2023		CNC ENGINEERING	\$28,141.25
	Invoice	Date	Description	Amount
	507507	03/30/2023	CRDNTN FOR WASHER REPAIR & INSPCTN - 16200 E TEMPLE AVE UNIT A	\$285.00
	507508	03/30/2023	PLUMBER CRDNTN FOR SHOWER HEAD INSTALL - 16220 E TEMPLE AVE	\$47.50
	507509	03/30/2023	CRDNTN FOR FENCE REPAIR DUE TO RAIN DAMAGE - 16217 E TEMPLE AVE	\$380.00
	507510	03/30/2023	CRDNTN FOR MISC REPAIRS - 17217 CHESTNUT ST	\$86.25
	507511	03/30/2023	CRDNTN OF WINDOW ISSUES & REPLACEMNT - 16200 E TEMPLE AVE UNIT C	\$285.00
	507512	03/30/2023	CRDNTN FOR FENCE REPAIRS - 16218 E TEMPLE AVE	\$95.00
	507513	03/30/2023	CRDNTN OF SITE DRAIN RPAIR & PREP PROJ DOCS - 16229 E TEMPLE AVE	\$855.00
	507514	03/30/2023	CRDTN FOR FRDGE RPR & INSPCT EL OTLT - 16200 E TEMPLE AVE UNIT B	\$475.00

**Industry Property and Housing Management Authority
Board Meeting
April 12, 2023**

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
507515	03/30/2023		CRDNTN OF HEAT, SCREEN DOOR, & PAINT REPAIR - 16227 E TEMPLE AVE	\$2,232.50
507516	03/30/2023		CRDNTN FOR PLUMBING ISSUE - 16238 E TEMPLE AVE	\$427.50
507517	03/30/2023		CRDNTN FOR KITCHEN PLUMBING ISSUE - 16242 E TEMPLE AVE	\$427.50
507518	03/30/2023		CRDNTN OF DOOR REPAIR DUE TO RAIN LEAK - 15722 NELSON AVE	\$572.50
507519	03/30/2023		CRDNTN OF DRY/WASH REPAIR & WINDOW REPLACE - 15652 NELSON AVE	\$905.00
507520	03/30/2023		CRDNTN OF HOME IMPROVE PROJ & METER INSTLL - 22036 E VALLEY BLVD	\$5,112.50
507521	03/30/2023		MGMT & CRDNTN OF VENDOR DOCS & HVAC MAINT - GENERAL	\$7,402.50
507522	03/30/2023		CRDNTN FOR STUCCO RPR & INSPCT, PLUMB ISSUE - 16224 E TEMPLE AVE	\$1,992.50
507523	03/30/2023		CRDNTN & INSPECT OF FLOOR REPAIRS - 16212 TEMPLE AVE	\$590.00
507524	03/30/2023		CRDNTN OF STOVE REPAIR, GRGE DOOR LEAK, SEWER REPLACE - GENERAL	\$1,757.50
507525	03/30/2023		MISC HOUSING CAPITAL IMPROVEMENTS - REVIEW PLANS & SPECS	\$1,650.00
507526	03/30/2023		MISC HOUSING CAPITAL IMPROVEMENTS - REVIEW PLANS & SPECS	\$2,562.50
200420	04/12/2023		HOME DEPOT CREDIT SVC - DEPT 32-25	\$774.82
	Invoice	Date	Description	Amount
	8901693	01/24/2023	DISHWASHER - 15722 NELSON AVE	\$797.17
	3400339	11/30/2022	DISHWASHER - 15652 NELSON AVE	\$717.21
	5903172	11/28/2022	RETURNED GAS RANGE - 15652 NELSON AVE	(\$739.56)
200421	04/12/2023		IPHMA - PAYROLL ACCOUNT	\$3,000.00
	Invoice	Date	Description	Amount
	APR-23	03/23/2023	REPLENISH PAYROLL ACCOUNT FOR APRIL 2023	\$3,000.00

**Industry Property and Housing Management Authority
Board Meeting
April 12, 2023**

Check	Date	Payee Name		Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200422	04/12/2023	IRRI-CARE PLUMBING & BACKFLOW TE		\$55.00
	Invoice	Date	Description	Amount
	14613	03/13/2023	BACKFLOW TEST - 17217 & 17229 CHESTNUT ST	\$55.00
200423	04/12/2023	KLINE'S PLUMBING, INC.		\$645.00
	Invoice	Date	Description	Amount
	12705	02/27/2023	REPLACE KITCHEN FAUCET - 16242 TEMPLE AVE	\$375.00
	12735	03/20/2023	UNCLOG SINK DRAIN - 16224 TEMPLE AVE	\$140.00
	12728	03/07/2023	UNCLOG DRAIN - 16238 TEMPLE AVE .	\$130.00
200424	04/12/2023	LOWE'S/SYNCHRONY BANK		\$1,657.81
	Invoice	Date	Description	Amount
	983290	03/02/2023	REFRIGERATOR - 15702 NELSON AVE	\$1,657.81
200425	04/12/2023	MORTISE & TENON BUILDING CORP		\$287.73
	Invoice	Date	Description	Amount
	215625046	03/16/2023	URGENT ROOF REPAIR - 15652 NELSON AVE	\$287.73
200426	04/12/2023	PURCOR PEST SOLUTIONS		\$10,670.00
	Invoice	Date	Description	Amount
	2100C	03/15/2023	MARCH 2023 PEST SVC - MULTIPLE HOUSES	\$1,660.00
	2099C	02/15/2023	FEBRUARY 2023 PEST SVC - MULTIPLE HOUSES	\$1,660.00
	2098C	01/31/2023	JANUARY 2023 PEST SVC - MULTIPLE HOUSES	\$1,660.00
	2097C	11/30/2022	NOVEMBER 2022 PEST SVC - MULTIPLE HOUSES	\$1,660.00
	2096C	10/31/2022	OCTOBER 2022 PEST SVC - MULTIPLE HOUSES	\$1,585.00
	2095C	09/16/2022	SEPTEMBER 2022 PEST SVC - MULTIPLE HOUSES	\$1,660.00

**Industry Property and Housing Management Authority
Board Meeting
April 12, 2023**

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
2094C	07/15/2022		JULY 2022 PEST SVC - 14063 PROCTOR AVE	\$785.00
200427	04/12/2023		SATSUMA LANDSCAPE & MAINT.	\$23,689.81
Invoice	Date		Description	Amount
0323HNC	03/20/2023		MARCH 2023 LANDSCAPE MAINTENANCE	\$23,689.81
200428	04/12/2023		TEMP AIR SYSTEM INC.	\$195.00
Invoice	Date		Description	Amount
16171	03/03/2023		REPAIR FURNACE - 16224 TEMPLE AVE	\$195.00
200429	04/12/2023		WEST COAST ARBORISTS, INC.	\$2,240.00
Invoice	Date		Description	Amount
197138	02/28/2023		TREE TRIMMING SVC - MULTIPLE HOUSES	\$2,240.00

Checks	Status	Count	Transaction Amount
	Total	22	\$76,804.70

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 6.3

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
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PAGE 1

The Special Meeting of the Industry Property and Housing Management Authority of the City of Industry, California, was called to order by Chair Ken Calvo at 1:02 p.m., in the City of Industry Council Chamber, 15651 Mayor Dave Way, California and telephonically using Conference Call Number, 657-204-3264, Conference ID: 593 355 932#.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

ROLL CALL

PRESENT: Ken Calvo, Chair
James Bickel, Board Member
Phil Cook, Board Member
Timothy O’Gorman, Board Member

ABSENT: Tim Seal, Vice Chair

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant Executive Director; James M. Casso, General Counsel; and Julie Gutierrez-Robles, Secretary.

PUBLIC COMMENTS

There were no public comments.

Chair Ken Calvo welcomed our newest member James Bickel to the Industry Property and Housing Management Authority.

Executive Director, Josh Nelson, asked the Authority to allow staff to make any necessary date changes to agreements, etc. due to meetings being changed this week. “We believe they have all been changed but just in case any were missed.”

CONSENT CALENDAR

5.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR JULY 13, 2022

RECOMMENDED ACTION:

Ratify the Register of Demands.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
AUGUST 11, 2022
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5.2 CONSIDERATION OF THE REGISTER OF DEMANDS FOR AUGUST 10, 2022

RECOMMENDED ACTION: *Approve the Register of Demands for August 10, 2022.*

5.3 CONSIDERATION OF THE MINUTES OF THE DECEMBER 8, 2021 REGULAR MEETING AND THE JUNE 28, 2022 SPECIAL MEETING

RECOMMENDED ACTION: *Approve as submitted.*

5.4 CONSIDERATION OF RESOLUTION NO. IPHMA 2022-10 – 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 2022-10.*

Chair Ken Calvo had multiple questions regarding charges on Item 1 (Register of Demands) and each question was answered sufficiently by Executive Director Josh Nelson and/or Joseph Martinez, Field Operations Project Manager, from CNC Engineering.

MOTION BY BOARD MEMBER COOK AND SECOND BY BOARD MEMBER O’GORMAN TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

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

BOARD MATTERS

6.1 CONSIDERATION OF RESOLUTION NO. IPHMA 2022-09 – A RESOLUTION OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY APPROVING BLANKET PURCHASE ORDERS (“BPOS”) FOR VENDORS TOTALING \$10,000.00 AND OVER FOR FY 2022-2023

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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RECOMMENDED ACTION:
2022-09.

Adopt Resolution No. IPHMA

Financial Analyst II, Mila Milivoievici, provided a staff report and was available to answer any questions.

MOTION BY BOARD MEMBER COOK AND SECOND BY BOARD MEMBER BICKEL TO ADOPT RESOLUTION NO. IPHMA 2022-09. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

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

6.2 CONSIDERATION OF A MAINTENANCE SERVICES AGREEMENT WITH WEST COAST ARBORISTS, INC., TO PROVIDE URBAN FORESTRY TREE MAINTENANCE SERVICES IN AN AMOUNT NOT-TO-EXCEED \$382,444.00, THROUGH JUNE 30, 2026

RECOMMENDED ACTION:

Approve the Agreement.

Director of Engineering James Cramsie, from CNC Engineering provided a staff report and was available to answer any questions.

MOTION BY BOARD MEMBER O’GORMAN AND SECOND BY BOARD MEMBER COOK TO APPROVE THE AGREEMENT. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

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

6.3 DISCUSSION AND DIRECTION REGARDING THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY’S RENTAL APPLICATION PROCESS

RECOMMENDED ACTION:

Provide direction to Staff.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
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PAGE 4

Executive Director, Josh Nelson walked through the six major steps of the Rental Application Guidelines with the Authority and thanked the Ad Hoc Committee for their time and effort in this process. The Ad Hoc Committee is still discussing Item 6, the rental amount, and plan to bring this item back. Variable pricing needs to be discussed and determined based on size, location, and type of each house. The Authority was fine with this delay.

Also, Board Member Cook, mentioned always keeping one home available, for emergencies should an occupant need to temporarily leave the home for repairs, which Chair Calvo was opposed to. Executive Director Josh Nelson said that this will not be added to the guidelines per say but could be reviewed by the Ad Hoc Committee as needed.

Chair Calvo suggested getting this wrapped up this month if possible, and sending out the interest cards now, of which Board Member Cook suggested waiting since we have the process so close to finalizing.

Executive Director, Josh Nelson suggested one last Ad Hoc Meeting later this month and possibly preparing and having ready for the September 7th meeting which would include a resolution with guidelines. If there are no other changes from anyone we will proceed as discussed.

Direction was given, no vote was needed.

6.4 DISCUSSION AND DIRECTION REGARDING RENT INCREASE FOR EXISTING TENANTS

RECOMMENDED ACTION:

Provide direction to Staff.

Executive Director, Josh Nelson mentioned that the Authority decided last December to increase the rent for existing tenants by 4.3%, which was roughly half the proposed amount, which was 5% plus cost of living, not to exceed 10%. It was agreed upon to return in August to discuss weather to increase again or not.

Since this goes hand in hand with the new tenants rent amount, it was suggested to bring this item back to the next meeting and add this to the Ad Hoc Committee's scope of work.

Direction was given, no vote was needed.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
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EXECUTIVE DIRECTOR REPORTS

Executive Director, Josh Nelson, thanked everyone for their flexibility in changing the time for the meeting.

AB 1234 REPORTS

General Counsel, James Casso, explained to the Authority, to include new member James Bickel, the State Assembly Bill AB 1234. Should anyone go off to a function or seminar and receive reimbursements, it is required at the first meeting upon return that you report your attendance, say what you did, what you learned and give a brief description of the event.

BOARD MEMBER COMMUNICATIONS

Each member welcomed James Bickel to the Authority.

ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 1:35 p.m.

Ken Calvo
Chair

Julie Gutierrez-Robles
Secretary

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
NOVEMBER 9, 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: 356 614 570#.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

ROLL CALL

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

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant Executive Director; Bianca Sparks, Assistant General Counsel; telephonically, and Julie Gutierrez-Robles, Secretary.

PUBLIC COMMENTS

There were no public comments.

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding items not listed on the agenda. If so, press *5 to raise your hand and the Secretary can unmute you. There were none

CONSENT CALENDAR

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding the Consent Calendar. If so, press *5 to raise your hand and the Secretary can unmute you. There was none.

5.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR OCTOBER 12, 2022

RECOMMENDED ACTION:

Ratify the Register of Demands.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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5.2 CONSIDERATION OF THE REGISTER OF DEMANDS FOR NOVEMBER 9, 2022

RECOMMENDED ACTION: *Approve the Register of Demands.*

5.3 CONSIDERATION OF THE MINUTES OF THE FEBRUARY 9, 2022, REGULAR MEETING, MARCH 9, 2022 REGULAR MEETING AND THE SEPTEMBER 7, 2022 REGULAR MEETING

RECOMMENDED ACTION: *Approve as submitted.*

5.4 CONSIDERATION OF RESOLUTION NO. IPHMA 2022-14 – 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 2022-14.*

Executive Director Josh Nelson told the Authority that the descriptions on the Register of Demands are cutting off the page due to only one line available. We are working on making two lines available so in the near future, you will see a better description displayed on the Register of Demands.

MOTION BY BOARD MEMBER COOK AND SECOND BY VICE CHIAR SEAL TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	BICKEL, COOK, 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
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BOARD MATTERS

6.1 CONSIDERATION OF RESIDENTIAL RENTAL AGREEMENTS FOR THE FOLLOWING PROPERTIES USING THE REVISED RENTAL AGREEMENT, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ESTABLISH MUTUALLY AGREED UPON MOVE IN DATES, AND TO RECLASSIFY OCCUPANTS AS TENANTS:

- a) 15652 NELSON AVENUE - \$900.00 PER MONTH
- b) 15722 NELSON AVENUE - \$900.00 PER MONTH
- c) 15730 NELSON AVENUE - \$1,370.00 PER MONTH
- d) 16229 TEMPLE AVENUE - \$1,175.00 PER MONTH
- e) 22036 VALLEY BOULEVARD - \$1,255.00 PER MONTH
- f) 17229 CHESTNUT STREET - \$1,740.00 PER MONTH

RECOMMENDED ACTION: *The IPHMA Ad Hoc Committee recommends approving the agreements, authorizing the Executive Director to establish move in dates, and authorizing the Executive Director to amend the agreements in the future for purposes of reclassifying an occupant as a tenant.*

Executive Director, Josh Nelson started that the new Ad Hoc Committee was created to review the Rental Application Interest Cards, determine eligibility, oversee the distribution and intake of Rental Applications, and select the tenant(s) for recommendation to the Board. The City has received eight applications for six properties. Upon approval, the Chair will sign the rental agreements and the Executive Director will be authorized to make amendments to these agreements in the future for purposes of reclassifying an occupant as a tenant once they reach the age of 18, should a newborn child be born into the family, and to establish move in dates.

Board Member Tim O’Gorman asked about new properties in the future. Executive Director Josh Nelson said there is one more house that still needs more work and one house where the tenant may be leaving shortly, making one of these homes available soon.

Chair Ken Calvo thanked everyone for their hard work in making this all come together.

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding Item 6.1. If so, press *5 to raise your hand and the Secretary can unmute you. There were none.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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MOTION BY VICE CHAIR SEAL AND SECOND BY BOARD MEMBER COOK TO APPROVE THE AGREEMENTS, AUTHORIZING THE EXECUTIVE DIRECTOR TO ESTABLISH MOVE IN DATES, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE AGREEMENTS IN THE FUTURE FOR PURPOSES OF RECLASSIFYING AN OCCUPANT AS A TENANT. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

6.2 CONSIDERATION OF THE APPOINTMENT OF A CHAIRPERSON AND VICE CHAIRPERSON.

RECOMMENDED ACTION: Consider nominations and make appointments.

Vice Chair Tim Seal nominated Ken Calvo for a second term as Chair. Chair Ken Calvo nominated Tim Seal for a second term as Vice Chair.

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding Item 6.2. If so, press *5 to raise your hand and the Secretary can unmute you. There were none.

MOTION BY VICE CHAIR SEAL AND SECOND BY BOARD MEMBER COOK TO NOMINATE KEN CALVO AS CHAIR AND TIM SEAL AS VICE CHAIR FOR AN ADDITIONAL TERM. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

Executive Director, Josh Nelson stated, as per the By Laws, typically in October a re-appointment of Chairperson and Vice Chairperson takes place. There was no October meeting this year, therefore it was brought to the November meeting.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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CLOSED SESSION

Secretary Robles-Gutierrez announced there was a need for Closed Session as follows:

- 7.1 Conference with real property negotiators pursuant to Government Code Section 54956.8:

Property:	14063 Proctor Avenue; 8206-012-900
Agency Negotiators:	Bianca Sparks Rojas, Assistant General Counsel Joshua Nelson, Executive Director
Negotiating Parties:	Industry Public Utilities Commission
Under Negotiation:	Price and terms of payment

Chair Ken Calvo recessed the meeting into Closed Session at 10:41 a.m.

Chair Ken Calvo reconvened the meeting at 11:07 a.m.

Assistant General Counsel, Bianca Sparks, reported out of Closed Session. All members of the Authority were present.

With regard to Closed Session Item No. 7.1, direction was given to Staff and the General Counsel's office, no final action was taken. Nothing further to report as this time.

EXECUTIVE DIRECTOR REPORTS

There were none.

AB 1234 REPORTS

There were none.

BOARD MEMBER COMMUNICATIONS

Board Member Phil Cook wished everyone a Happy Thanksgiving.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 11:08 a.m.

Ken Calvo
Chair

Julie Gutierrez-Robles
Secretary

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
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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: 273 633 324#.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

ROLL CALL

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

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant Executive Director; James M. Casso, General Counsel; Sam Pedroza, Assistant City Manager; and Julie Gutierrez-Robles, Secretary.

PUBLIC COMMENTS

There were no public comments.

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding items not listed on the agenda. If so, press *5 to raise your hand and the Secretary can unmute you. There were none.

CONSENT CALENDAR

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding the Consent Calendar. If so, press *5 to raise your hand and the Secretary can unmute you. There was none.

5.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR DECEMBER 7, 2022

RECOMMENDED ACTION: Approve the Register of Demands.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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5.2 CONSIDERATION OF RESOLUTION NO. IPHMA 2022-15 – A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY CONTINUING THE AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361

RECOMMENDED ACTION:
15.

Adopt Resolution No. IPHMA 2022-

MOTION BY VICE CHAIR SEAL AND SECOND BY BOARD MEMBER BICKEL TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

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

BOARD MATTERS

6.1 CONSIDERATION OF AMENDMENT REQUESTS TO RESIDENTIAL RENTAL AGREEMENTS FOR THE FOLLOWING PROPERTIES:

- a. 16000 TEMPLE AVENUE UNIT A
- b. 16000 TEMPLE AVENUE UNIT B
- c. 16000 TEMPLE AVENUE UNIT D
- d. 16212 TEMPLE AVENUE
- e. 16217 TEMPLE AVENUE
- f. 16224 TEMPLE AVENUE
- g. 16227 TEMPLE AVENUE
- h. 16238 TEMPLE AVENUE
- i. 16242 TEMPLE AVENUE
- j. 15702 NELSON AVENUE
- k. 15736 NELSON AVENUE
- l. 14063 PROCTOR AVENUE

RECOMMENDED ACTION:

Review and provide direction.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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Executive Director, Josh Nelson provided a staff report and mentioned that a few months ago notices were sent to the tenants asking for any updates or changes to tenants and/or pets within the household. We received 12 responses with changes. He also wanted to confirm with the Authority that the Executive Director had the authority to amend an agreement should there be a change with a minor turning 18 years old and adjusting them from a minor to an adult in the household, plus the adding or changing of pets present in the house.

Chair Ken Calvo asked to give the public an opportunity to speak. Executive Director Josh Nelson asked if anyone was on the line for public comments regarding Item 6.1. If so, press *5 to raise your hand and the Secretary can unmute you. There were none.

Board Member Phil Cook asked about whether there was an issue with tenants as non-family members, and do they have the same rights? Also, should a vacant house become available, do they have to be an existing tenant already for one year?

Chair Ken Calvo said these issues should be brought before the Ad Hoc Committee then come back to the Authority for final approval. Pets and minors can be approved by the Executive Director through an amendment, but everything else should go through the Ad Hoc Committee first, then return to the Authority for final approval.

EXECUTIVE DIRECTOR REPORTS

Executive Director Josh Nelson wished everyone a Merry Christmas and we will see you next year! Should anything come up before our next meeting regarding tenants we can put together a special meeting if needed.

AB 1234 REPORTS

There were none.

BOARD MEMBER COMMUNICATIONS

Chair Ken Calvo mentioned he attended the 5th Annual Holiday Tree Lighting Ceremony at the Homestead Museum, and it went very well. The City did an excellent job with the decorating, Santa arriving on a fire truck and thanked everyone for their hard work and thought it was a great thing to do for the holiday.

Chair Ken Calvo wished everyone a Merry Christmas and Happy New Year.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 10:42 a.m.

Ken Calvo
Chair

Julie Gutierrez-Robles
Secretary

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
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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: 289 050 983#.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

ROLL CALL

PRESENT: Ken Calvo, Chair
Tim Seal, Vice Chair - Telephonically
James Bickel, Board Member - Telephonically
Phil Cook, Board Member

ABSENT: Timothy O’Gorman, Board Member

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant Executive Director; James M. Casso, General Counsel; and Julie Gutierrez-Robles, Secretary.

PUBLIC COMMENTS

There were no public comments.

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding items not listed on the agenda. If so, press *5 to raise your hand and the Secretary can unmute you. There were none.

CONSENT CALENDAR

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding the Consent Calendar. If so, press *5 to raise your hand and the Secretary can unmute you. There was none.

5.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR JANUARY 11, 2023

RECOMMENDED ACTION:

Ratify the Register of Demands.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
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5.2 CONSIDERATION OF THE REGISTER OF DEMANDS FOR FEBRUARY 8, 2023

RECOMMENDED ACTION: *Approve the Register of Demands.*

MOTION BY BOARD MEMBER COOK AND SECOND BY CHAIR CALVO TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

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

BOARD MATTERS

6.1 DISCUSSION AND DIRECTION REGARDING RENT INCREASES FOR EXISTING TENANTS

RECOMMENDED ACTION: *Direct staff to: (1) increase rent for existing tenants by 10 percent, not to exceed any target rent amounts indicated in Exhibit A; (2) decrease rent for one unit effective July 1, 2023; (3) provide notice to tenants; and (4) authorize the Executive Director to make changes to the square footage of any unit found to be different from the amount listed in Exhibit A, and update the target rent amount and rent increase amount accordingly.*

Executive Director, Josh Nelson provided a staff report and said the Ad Hoc committee discussed various methodologies for determining rent amount. The Ad Hoc, in accordance with State law, recommended increasing rent for exiting tenants by 10 percent (or less if the 10 percent increase would exceed the target rent amount for that unit) which was calculated at \$0.70 per square foot. The IPHMA directed a monthly rent of \$0.70 per square foot for all interior building square footage of the rental unit, not including garages, with the monthly rent amount rounded down to the nearest five dollars. The target rent amount for exiting units would increase rent by \$68 to \$1,618 per month, and the rent for one unit would actually decrease by \$37 per month, due to the smaller floor area. Should the Board approve this item, a letter will be sent to all existing tenants containing the target rent amount, square footage, and notice of the rent increase for that unit, effective July 1, 2023.

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Executive Director Josh Nelson asked if anyone was on the line for public comments regarding Item 6.1. If so, press *5 to raise your hand and the Secretary can unmute you. There were none.

MOTION BY BOARD MEMBER COOK AND SECOND BY BOARD MEMBER BICKEL TO DIRECT STAFF TO: (1) INCREASE RENT FOR EXISTING TENANTS BY 10 PERCENT, NOT TO EXCEED ANY TARGET RENT AMOUNTS INDICATED IN EXHIBIT A; (2) DECREASE RENT FOR ONE UNIT EFFECTIVE JULY 1, 2023; (3) PROVIDE NOTICE TO TENANTS; AND (4) AUTHORIZE THE EXECUTIVE DIRECTOR TO MAKE CHANGES TO THE SQUARE FOOTAGE OF ANY UNIT FOUND TO BE DIFFERENT FROM THE AMOUNT LISTED IN EXHIBIT A, AND UPDATE THE TARGET RENT AMOUNT AND RENT INCREASE AMOUNT ACCORDINGLY. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

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

6.2 CONSIDERATION OF RESOLUTION NO. IPHMA 2023-02 – 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

2023-02.

Executive Director Josh Nelson stated that the COVID-19 emergency within the state of California is coming to an end. The City Council has approved an expiration date of February 28, 2023, to go along with the County and State, to end the proclamation which will put closure to AB 361.

The end date was left blank on the Resolution to determine the end date of AB 361, which was agreed upon, and will be entered into the Resolution.

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding Item No. 6.2. If so, press *5 to raise your hand and the Secretary can unmute you. There were none.

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MOTION BY BOARD MEMBER COOK, AND SECOND BY CHAIR CALVO TO APPROVE RESOLUTION NO. IPHMA 2023-02 WITH AN EXPIRATION DATE OF FEBRUARY 28, 2023. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

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

CLOSED SESSION

Secretary Robles-Gutierrez announced there was a need for Closed Session as follows:

7.1 *CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION*
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): One potential case

Executive Director Josh Nelson asked if anyone was on the line for public comments regarding Closed Session. If so, press *5 to raise your hand and the Secretary can unmute you. There was none.

Chair Ken Calvo recessed the meeting into Closed Session at 10:48 a.m.

Chair Ken Calvo reconvened the meeting at 11:33 a.m.

General Counsel Casso reported out of Closed Session. All members of the Authority were present except for Board Member Timothy O'Gorman.

With regard to Closed Session Item Nos. 7.1, direction was given, no final action taken. Nothing further to report.

EXECUTIVE DIRECTOR REPORTS

There were none.

AB 1234 REPORTS

There were none.

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BOARD MEMBER COMMUNICATIONS

There were none.

ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 11:34 a.m.

Ken Calvo
Chair

Julie Gutierrez-Robles
Secretary

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 6.4



INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY

MEMORANDUM

TO: Honorable Chairman and Board Members

FROM: Joshua Nelson, Executive Director

STAFF: Yamini Pathak, Director of Finance

DATE: April 12, 2023

SUBJECT: **Presentation of the FY 2022-2023 Mid-Year Budget Report, and Consideration of Resolution No. IPHMA 2023-03, approving and adopting the FY 2022-2023 Mid-Year Budget Amendments**

BACKGROUND:

On June 28, 2022, Industry Property and Housing Management Authority (“IPHMA”) adopted the FY 2022-2023 (“FY 23”) budget. Throughout the fiscal year, unanticipated revenues and expenditures arise that potentially impact the approved budget, and therefore require budget amendments.

DISCUSSION:

On June 28, 2022, IPHMA budgeted total revenue of \$172,000, and total expenditures of \$762,000, and a subsidy of \$590,000.00 from the City’s General Fund.

The FY 22-23 Mid-Year Budget Update will discuss changes to revenue and expenditures through the halfway point of the year and provide an over of the FY 22-23 Proposed Budget Amendments.

The proposed mid-year budget reflects a \$39,000 increase in rental revenues and an increase of \$222,000 in engineering and property maintenance expenses, for a net increase in expenses of \$183,000.

FISCAL IMPACT:

The FY 22-23 Proposed Budget Amendments for IPHMA Budget will increase expenses by net \$183,000. As a result, City’s General Fund subsidy to IPHMA will increase by the same amount.

RECOMMENDED ACTION:

Staff recommends that the IPHMA Board receive and file the FY 22-23 Mid-Year Budget Report and adopt Resolution No. IPHMA 2023-03, approving the Proposed FY 22-23 Mid-Year Budget Amendments.

ATTACHMENTS:

1. Resolution IPHMA 2023-03: Resolution Approving and Adopting FY 2022-2023 Proposed Mid-Year Budget Amendments
2. Exhibit A-FY 2022-23 Proposed IPHMA Budget
3. Exhibit B-FY 2022-23 Proposed IPHMA Transfer In/Out Schedule

RESOLUTION NO. IPHMA 2023-03

A RESOLUTION OF THE INDUSTRY PROPERTY HOUSING AND MANAGEMENT AUTHORITY ADOPTING THE FISCAL YEAR 2022-23 PROPOSED MID-YEAR BUDGET AMENDMENTS

WHEREAS, on June 28, 2022, the Industry Property Housing and Management Authority (“IPHMA”) adopted its FY 2022-2023 (“FY 23”) Budget; and

WHEREAS, throughout a fiscal year, unanticipated revenues and expenditures may arise that could potentially impact the adopted budget and require budget amendments; and

WHEREAS, on April 12, 2023, the FY 23 Mid-Year Budget Report was presented to the IPHMA Board, which provided an update on IPHMA’s fiscal performance through the mid-point of the fiscal year, from July 1, 2022, through December 31, 2022, comparing all revenues and expenditures to the same period in the prior fiscal year and against adopted budget levels; and

WHEREAS, the FY 23 Mid-Year Budget Report also presented an overview of the FY 23 Mid-Year Budget Amendments for the Board’s consideration to approve and amend the FY 23 Adopted Budget.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE INDUSTRY PROPERTY HOUSING AND 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 IPHMA received a presentation on the FY 2022-23 Mid-Year Budget Report and hereby receives and files same.

Section 3. The IPHMA hereby approves the FY 23 Mid-Year Budget Amendments, attached hereto as Exhibit A, and incorporated herein by reference, subject to any necessary allocations by the City of Industry City Council.

Section 4. The IPHMA Board hereby authorizes the Executive Director, or his designee, to make the appropriate changes and budget amendments in IPHMA’s Financial System.

Section 6. The Secretary shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

Section 7. 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 8. The Board Secretary shall certify to the 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 Industry Property Housing and Management Authority, at a regular meeting held on April 12, 2023, 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 HOUSING AND MANAGEMENT AUTHORITY
REVENUE/EXPENSES SUMMARY
MID-YEAR BUDGET UPDATE
FISCAL YEAR 2022-2023

Exhibit A

Account	Account Description	ADOPTED BUDGET FY 22-23	BUDGET AMENDMENTS	AMENDED BUDGET	MID-YEAR BUDGET AMENDMENTS	PROPOSED AMENDED BUDGET FY 22-23
Fund 160 - Industry Property & Housing						
Department 200 - Revenue						
4340	Rental Income	171,000.00	-	171,000.00	39,000.00	210,000.00
	Department 200 - Revenue Total	171,000.00	-	171,000.00	39,000.00	210,000.00
Department 300 - Expenditures						
5120.01	Professional Services	35,000.00	-	35,000.00	(20,000.00)	15,000.00
5900	General Engineering	140,000.00	-	140,000.00	92,000.00	232,000.00
8510	Property Maintenance	128,000.00	-	128,000.00	150,000.00	278,000.00
	Department 300 - Expenditures Total	303,000.00	-	303,000.00	222,000.00	525,000.00
Fund 160 - Industry Property & Housing Total						
REVENUE Total		171,000.00	-	171,000.00	39,000.00	210,000.00
EXPENSE Total		303,000.00	-	303,000.00	222,000.00	525,000.00

**CITY OF INDUSTRY
SCHEDULE OF TRANSFERS
MID-YEAR BUDGET UPDATE
FISCAL YEAR 2022-2023**

		<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>	Exhibit E <u>MID-YEAR BUDGET AMENDMENTS</u>
1)	CRIA - EXPO CENTER CRIA- CAPITAL PROJECTS (ADMINISTRATIVE)	1,463,000.00	(1,463,000.00)	(317,300.00) 317,300.00
2)	CRIA- CAPITAL PROJECTS (ADMINISTRATIVE) CITY GENERAL FUND	4,109,000.00	(4,109,000.00)	288,000.00 (288,000.00)
3)	CITY- IPHMA CITY GENERAL FUND	590,000.00	(590,000.00)	183,000.00 (183,000.00)
4)	CITY DEBT SERVICE CITY GENERAL FUND CITY GENERAL FUND CITY DEBT SERVICE	39,500,000.00 5,842,000.00	(39,500,000.00) (5,842,000.00)	34,400,000.00 (34,400,000.00)
5)	CITY CIP FUND CITY TAX OVERRIDE	20,707,000.00	(20,707,000.00)	
6)	CITY CIP FUND PUBLIC FACILITIES AUTHORITY	-	-	22,908,725.87 (22,908,725.87)
7)	SA PROJECT 2 SA - LAND	33,478,000.00	(33,478,000.00)	
8)	DEBT SERVICES PROJECT AREA # 1 DEBT SERVICES PROJECT AREA # 2 DEBT SERVICES PROJECT AREA # 3	11,834,500.00	(11,834,500.00)	
		<u>11,834,500.00</u> <u>117,523,500.00</u>	<u>(11,834,500.00)</u> <u>(117,523,500.00)</u>	<u>-</u> <u>-</u>

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 7.1
Verbal Presentation