

---

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
FEBRUARY 8, 2023  
PAGE 1

---

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  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
FEBRUARY 8, 2023  
PAGE 2

---

**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.

---

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
FEBRUARY 8, 2023  
PAGE 3

---

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:*  
2023-02.

*Adopt Resolution No. IPHMA*

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.

---

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
FEBRUARY 8, 2023  
PAGE 4

---

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.

---

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
FEBRUARY 8, 2023  
PAGE 5

---

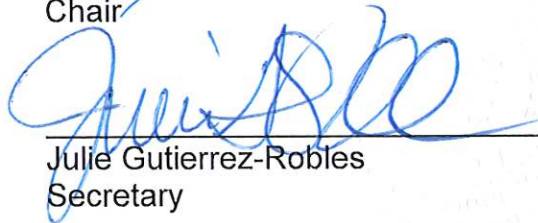
**BOARD MEMBER COMMUNICATIONS**

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