



City of Industry Property and Housing Management Authority

REGULAR MEETING AGENDA
November 08, 2023
10:30 a.m.

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

Location: City Council Chambers, 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 one-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 one-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: 277 286 666 670

Passcode: h5j5wi

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 657-204-3264](tel:+16572043264), United States

Phone Conference ID: 604 461 274#

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. Presentations
 6. **CONSENT CALENDAR**
 - 6.1 Consideration of the Register of Demands for November 08, 2023

RECOMMENDED ACTION: Approve the Register of Demands.
 - 6.2 Consideration of the minutes of the April 12, 2023 regular meeting and the September 13, 2023 regular meeting.

RECOMMENDED ACTION: Approve as submitted.
 7. **ACTION ITEMS-NONE**
 8. **PUBLIC HEARING- NONE**
 9. **CLOSED SESSION -NONE**
 10. **EXECUTIVE DIRECTOR REPORTS**
 11. **AB 1234 REPORTS**
 12. **BOARD MEMBER COMMUNICATIONS**
 13. **PUBLIC COMMENTS**
 14. Adjournment. Next regular meeting: Wednesday, December 13, 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 November 8, 2023

<u>FUND</u>	<u>DESCRIPTION</u>	<u>DISBURSEMENTS</u>
124	IPHMA - CAPITAL IMPROVEMENT	10,247.50
160	INDUSTRY PROPERTY & HOUSING	65,896.31
TOTAL ALL FUNDS		76,143.81

<u>BANK</u>	<u>DESCRIPTION</u>	<u>DISBURSEMENTS</u>
IPHMA.WF.CHK	WELLS FARGO CHECKING	76,143.81
TOTAL ALL BANKS		76,143.81

APPROVED PER EXECUTIVE DIRECTOR



DATE

11/02/2023

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

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200527	10/11/2023		ROWLAND WATER DISTRICT	\$508.22
	Invoice	Date	Description	Amount
	2024-00000580	09/27/2023	08/07-09/06/23 SVC - 17217 & 17229 CHESTNUT ST - IRR	\$331.00
	2024-00000581	09/27/2023	08/07-09/06/23 SVC - 17217 CHESTNUT ST	\$100.49
	2024-00000582	09/27/2023	08/07-09/06/23 SVC - 17229 CHESTNUT ST	\$76.73
200528	10/12/2023		BECKY SIMON	\$915.00
	Invoice	Date	Description	Amount
	IPH-10/12/23	10/12/2023	REIMBURSEMENT OF DUPLICATE RENT PAYMENT FOR I	\$915.00
200529	10/18/2023		SOCALGAS	\$29.76
	Invoice	Date	Description	Amount
	2024-00000623	10/05/2023	08/31-10/03/23 SVC - 16200 TEMPLE AVE APT 202	\$29.76
200530	10/25/2023		WALNUT VALLEY WATER DISTRICT	\$406.75
	Invoice	Date	Description	Amount
	4796043	10/11/2023	09/01-09/30/23 SVC - 22002 VALLEY BLVD	\$37.75
	4800517	10/12/2023	09/01-10/02/23 SVC - 20137 WALNUT DR	\$369.00
200531	11/01/2023		SOCALGAS	\$4.93
	Invoice	Date	Description	Amount
	2024-00000687	10/17/2023	09/13-10/13/23 SVC - 22036 VALLEY BLVD	\$4.93
200532	11/08/2023		CELCO CONSTRUCTION SERVICES INC.	\$7,533.22
	Invoice	Date	Description	Amount
	#2IPHMA-011	11/01/2023	MISC IMPROVEMENTS AT- 22036 E. VALLEY BLVD	\$7,533.22

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

Check	Date			Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking					
200533	11/08/2023			CNC ENGINEERING	\$12,307.50
Invoice	Date	Description			Amount
509032	10/26/2023	CRDNTN FOR PLUMBING REPAIRS - 16200 TEMPLE BUNKHOUSES			\$142.50
509033	10/26/2023	CRDNTN FOR APPLIANCE REPAIRS - 16200 TEMPLE AVE UNIT B			\$785.00
509034	10/26/2023	CRDNTN FOR ADA INSTALL - 15714 NELSON AVE			\$665.00
509035	10/26/2023	CRDNTN FOR APPLIANCE REPAIRS - 15702 NELSON AVE			\$780.00
509036	10/26/2023	CRDNTN FOR APPLIANCE REPLACEMENT - 15736 NELSON AVE			\$192.50
509037	10/26/2023	CRDNTN FOR APP INSTALL & REPAIRS - 16200 TEMPLE AVE UNIT C			\$1,025.00
509038	10/26/2023	CRDNTN FOR GARAGE REPAIR - 16227 E TEMPLE AVE			\$142.50
509039	10/26/2023	CRDNTN FOR MAINTENANCE - 22036 E VALLEY BLVD			\$1,680.00
509040	10/26/2023	MISC IMPROVEMENTS - 22036 E VALLEY BLVD			\$1,957.50
509041	10/26/2023	ADMINISTRATIVE SVC - GENERAL			\$2,025.00
509042	10/26/2023	VARIOUS ROOF REPAIRS - MISC			\$1,077.50
509043	10/26/2023	VARIOUS ROOF REPAIRS & REPLACEMENTS - MISC			\$1,835.00
200534	11/08/2023			ESPY'S ELECTRICAL SERVICES INC.	\$685.00
Invoice	Date	Description			Amount
1167	07/16/2023	INSTALL EXTERIOR SWITCH - 16000 TEMPLE AVE UNIT A			\$685.00
200535	11/08/2023			HOME DEPOT CREDIT SVC - DEPT 32-25	\$1,259.16
Invoice	Date	Description			Amount
0903934	10/19/2023	MICROWAVE - 15736 NELSON AVE			\$531.01
0903935	10/19/2023	WASHER - 15702 NELSON AVE			\$728.15
200536	11/08/2023			INDEPENDENT ROOFING CONSULTANT	\$7,335.00

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

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
	Invoice	Date	Description	Amount
	0082476	09/30/2023	PROJECT AUDIT & FINAL INSPECTIONS - MULTIPLE HOU	\$7,335.00
200537	11/08/2023		IPHMA - PAYROLL ACCOUNT	\$3,700.00
	Invoice	Date	Description	Amount
	NOV-23	10/23/2023	REPLENISH PAYROLL ACCOUNT FOR NOVEMBER 2023	\$3,700.00
200538	11/08/2023		KLINE'S PLUMBING, INC.	\$385.00
	Invoice	Date	Description	Amount
	13060	10/16/2023	REPLACE VALVE & FLAPPER - 16220 TEMPLE AVE	\$385.00
200539	11/08/2023		L A COUNTY TAX COLLECTOR	\$27,169.29
	Invoice	Date	Description	Amount
	8940 149 062 23	11/01/2023	PROP TAX FY 23/24 - 16224 TEMPLE AVE	\$1,427.10
	8940 149 061 23	11/01/2023	PROP TAX FY 23/24 - 17217 CHESTNUT ST	\$1,760.45
	8940 149 059 23	11/01/2023	PROP TAX FY 23/24 - 16217 TEMPLE AVE	\$1,546.62
	8940 149 031 23	11/01/2023	PROP TAX FY 23/24 - 14063 PROCTOR AVE	\$1,848.98
	8940 149 029 23	11/01/2023	PROP TAX FY 23/24 - 16227 TEMPLE AVE	\$1,986.59
	8940 149 020 23	11/01/2023	PROP TAX FY 23/24 - 16238 TEMPLE AVE	\$1,534.49
	8940 149 045 23	11/01/2023	PROP TAX FY 23/24 - 16000 TEMPLE AVE UNIT B	\$1,909.07
	8940 149 042 23	11/01/2023	PROP TAX FY 23/24 - 16000 TEMPLE AVE UNIT A	\$1,553.84
	8940 149 038 23	11/01/2023	PROP TAX FY 23/24 - 15714 NELSON AVE	\$1,679.32
	8940 149 035 23	11/01/2023	PROP TAX FY 23/24 - 16242 TEMPLE AVE	\$2,077.99
	8940 149 057 23	11/01/2023	PROP TAX FY 23/24 - 15736 NELSON AVE	\$1,324.69
	8940 149 051 23	11/01/2023	PROP TAX FY 23/24 - 15702 NELSON AVE	\$2,205.70
	8940 149 056 23	11/01/2023	PROP TAX FY 23/24 - 16220 TEMPLE AVE	\$1,428.84
	8940 149 068 23	11/01/2023	PROP TAX FY 23/24 - 16000 TEMPLE AVE UNIT C	\$1,510.62

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

Check	Date	Payee Name	Check Amount	
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
	8940 149 058 23	11/01/2023	PROP TAX FY 23/24 - 16000 TEMPLE AVE UNIT D	\$1,546.69
	8940 149 063 23	11/01/2023	PROP TAX FY 23/24 - 16212 TEMPLE AVE	\$1,828.30
200540	11/08/2023	L A COUNTY TAX COLLECTOR	\$350.63	
	Invoice	Date	Description	Amount
	8940 149 069 22A	11/01/2023	ADJUSTED PROP TAX FY 23/24 - 16238 TEMPLE AVE	\$350.63
200541	11/08/2023	MORTISE & TENON BUILDING CORP	\$9,991.35	
	Invoice	Date	Description	Amount
	156250146	10/10/2023	PAINT & PATCH MAINTENANCE - 22036 VALLEY BLVD	\$9,991.35
200542	11/08/2023	TEMP AIR SYSTEM INC.	\$250.00	
	Invoice	Date	Description	Amount
	16322	04/07/2023	HVAC MAINTENANCE - 22036 VALLEY BLVD	\$250.00
200543	11/08/2023	WEST COAST ARBORISTS, INC.	\$3,313.00	
	Invoice	Date	Description	Amount
	206011	09/30/2023	TREE MAINTENANCE SVC - MULTIPLE HOUSES	\$3,313.00

Checks	Status	Count	Transaction Amount
	Total	17	\$76,143.81

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 6.2

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
APRIL 12, 2023
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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.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

AB 2449 VOTE ON EMERGENCY CIRCUMSTANCES (IF NECESSARY)

There was no need for AB 2449 vote, due to having a quorum. The webcast was then terminated.

ROLL CALL

PRESENT: Ken Calvo, Chair
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 Lynn Thompson, Administrative Technician III.

PUBLIC COMMENTS

There were no public comments.

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

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
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RECOMMENDED ACTION:
Demands.

Approve the Register of

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.

MOTION BY BOARD MEMBER COOK, AND SECOND BY BOARD MEMBER O’GORMAN TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 3-0, BY THE FOLLOWING VOTE:

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

ACTION ITEMS

7.1 Discussion regarding AB 2449

RECOMMENDED ACTION:

Receive and file.

Executive Director Josh Nelson provided a slide presentation explaining a third alternative to teleconferencing that was approved in 2022 by the Governor. Since the State is no longer in a state of emergency, AB361 is no longer applicable. AB2449 began January 1, 2023, and sunsets December 31, 2025. Executive Director Nelson explained the provisions under AB2449. Should a Board Member wish to participate remotely, with “just cause” or an “emergency situation”, unlike the traditional requirement under the Brown Act to join remotely, the Board Member would not need to

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
APRIL 12, 2023
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make their location known to the public. After an explanation, questions and answers were discussed, Chair Calvo said he was in favor of this and the other Board Members agreed. Executive Director Nelson said he would move forward and have something in place by the next meeting.

CLOSED SESSION

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

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

Chair Ken Calvo recessed the meeting into Closed Session at 10:53 a.m.

Chair Ken Calvo reconvened the meeting at 11:48 a.m.

General Counsel Casso reported out of Closed Session. All members of the Authority were present except for Vice Chair Seal.

With regard to Closed Session Item Nos. 8.1, direction was given to Agency Negotiators, no final action taken. Nothing further to report.

EXECUTIVE DIRECTOR REPORTS

Executive Director Josh Nelson explained that currently, the City of Industry, City Council appoints individuals to the City's boards and commissions at various times of the year, and there is no uniformity for when terms begin and/or expire across boards and commissions. There was a resolution at today's CRIA meeting that was approved and there is another resolution at tomorrow's City Council meeting that will allow consistency across City boards and commissions, and for administrative ease. The Council desires to amend the JPA to make the appointments for all the City's board and

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REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
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commission in July, every two years. The City has therefore requested an amendment to the JPA to reflect when IPHMA Board Members are appointed. To implement this new policy, it is necessary to revise the terms of office for all current Board Members.

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 11:52 a.m.

Ken Calvo
Chair

Julie Gutierrez-Robles
Secretary

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
SEPTEMBER 13, 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.

FLAG SALUTE

The flag salute was led by Chair Ken Calvo.

AB 2449 VOTE ON EMERGENCY CIRCUMSTANCES (IF NECESSARY)

There was no need for AB 2449 vote, due to having a quorum and there were no Board Members taking part remotely. The webcast was then terminated.

ROLL CALL

PRESENT: Ken Calvo, Chair
Tim Seal, Vice Chair
Phil Cook, Board Member
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.

CONSENT CALENDAR

6.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR SEPTEMBER 13, 2023

RECOMMENDED ACTION: Approve the Register of Demands.

6.2 CONSIDERATION OF THE MINUTES OF THE AUGUST 9, 2023 REGULAR MEETING

RECOMMENDED ACTION: Approve as submitted.

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
SEPTEMBER 13, 2023
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Chair Calvo asked if there were any public comments.

There were none.

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

BOARD MATTERS

7.1 CONSIDERATION OF RESOLUTION NO. IPHMA 2023-06 - A RESOLUTION OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY RESCINDING ANY AND ALL PRIOR RESOLUTION(S) ESTABLISHING THE ORDER OF THE IPHMA MEETING AGENDA AND/OR TIME LIMITS FOR ORAL COMMUNICATION, AND ADOPTING RULES REGARDING SAME

RECOMMENDED ACTION:
2023-06.

Adopt Resolution No. IPHMA

General Counsel James M. Casso presented a staff report establishing the order of business for meeting agendas, setting forth a new time limit of one minute for public comments, and rescinding all prior resolutions establishing the amount of time for oral communications. This is similar to the resolutions approved at a special meeting last week with the City Council, Industry Public Utilities Commission and Successor Agency.

There were no public comments.

MOTION BY BOARD MEMBER O’GORMAN, AND SECOND BY BOARD MEMBER COOK TO ADOPT RESOLUTION NO. IPHMA 2023-06. MOTION CARRIED 4-0, BY THE FOLLOWING VOTE:

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
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AYES:	BOARD MEMBERS:	COOK,	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 mentioned that the city is providing new polo shirts to staff. If any Board Member would like one, please let us know so we can put one on order for you.

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 10:37 a.m.

Ken Calvo
Chair

Julie Gutierrez-Robles
Secretary