



City of Industry Property and Housing Management Authority

REGULAR MEETING AGENDA
January 10, 2024
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: 272 816 088 225

Passcode: b4HtNT

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

Or call in (audio only)

+1 657-204-3264 United States

Phone Conference ID: 244 493 698#

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.*

-
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 January 10, 2024

RECOMMENDED ACTION: *Approve the Register of Demands.*
 7. **ACTION ITEMS**
 - 7.1 Discussion and direction regarding rent increases for existing tenants

RECOMMENDED ACTION: *Provide direction to Staff.*
 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, February 7, 2024, at 10:30 a.m.

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 6.1

Backup will be provided prior to Meeting

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY
JANUARY 10, 2024*

ITEM NO. 6.1
HAND-OUT

INDUSTRY PROPERTY & HOUSING MANAGEMENT AUTHORITY

AUTHORIZATION FOR PAYMENT OF BILLS

Board Meeting January 10, 2024

<u>FUND</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
124	IPHMA - CAPITAL IMPROVEMENT	7,036.25
160	INDUSTRY PROPERTY & HOUSING	80,315.24
TOTAL ALL FUNDS		87,351.49

<u>BANK</u>	<u>DESCRIPTION</u>	DISBURSEMENTS
IPHMA.WF.CHK	WELLS FARGO CHECKING	87,351.49
TOTAL ALL BANKS		87,351.49

APPROVED PER EXECUTIVE DIRECTOR



DATE

1/10/2024

Industry Property & Housing Management Authority

Board Meeting

January 10, 2024

Check	Date			Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking					
200562	12/20/2023		12/31/2023	SOCALGAS	\$29.36
	Invoice	Date	Description		Amount
	2024-00000984	12/06/2023	11/01-12/04/23 SVC-16200 TEMPLE APT 202		\$29.36
200563	01/03/2024			SOCALGAS	\$6.36
	Invoice	Date	Description		Amount
	2024-00001044	12/15/2023	11/14-12/13/23 SVC-22036 VALLEY BLVD		\$6.36
200564	01/03/2024			SOUTHERN CALIFORNIA EDISON	\$2.29
	Invoice	Date	Description		Amount
	2024-00001045	12/02/2023	11/09-12/11/23 SVC-20137 E WALNUT DR S		\$2.29
200565	01/03/2024			WALNUT VALLEY WATER DISTRICT	\$69.24
	Invoice	Date	Description		Amount
	4851194	12/11/2023	11/01-11/30/23 SVC-22002 VALLEY BLVD		\$41.88
	4855684	12/14/2023	11/01-11/30/23 SVC- 20137 WALNUT DR		\$27.36
200566	01/09/2024			CNC ENGINEERING	\$6,906.25
	Invoice	Date	Description		Amount
	509389	12/21/2023	ADMINISTRATIVE SVC-GENERAL		\$1,765.00
	509388	12/21/2023	MISC IMPROVEMENTS-22036 E VALLEY BLVD		\$2,027.50
	509383	12/21/2023	TEMP AIR SVC-16220 E TEMPLE AVE		\$332.50
	509384	12/21/2023	APPLIANCE REPAIRS-15730 NELSON AVE		\$312.50
	509385	12/21/2023	RESPONSE, COORDINATION & INSPECTION-16217 E TI		\$95.00
	509386	12/21/2023	CRDNTN FOR HVAC REPAIRS-15714 NELSON AVE		\$517.50
	509387	12/21/2023	CRDNTN KITCHEN REPAIRS-16200 TEMPLE AVE UNIT C		\$190.00

Industry Property & Housing Management Authority
Board Meeting
January 10, 2024

Check	Date		Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
	509390	12/21/2023	IPHMA-MISC DRAINAGE ISSUES-INDUSTRY HILLS	\$1,618.75
	509391	12/21/2023	IPHMA-VARIOUS ROOF REPAIRS	\$47.50
200567	01/09/2024		CREATIVE IMAGE PRODUCTS	\$336.17
	Invoice	Date	Description	Amount
	1914	11/30/2023	IPHMA BOARD-CLOTHING ORDER	\$336.17
200568	01/09/2024		ESPY'S ELECTRICAL SERVICES INC.	\$640.00
	Invoice	Date	Description	Amount
	1257	12/08/2023	ELECTRICAL MINT SVC-15714 NELSON	\$640.00
200569	01/09/2024		IPHMA - PAYROLL ACCOUNT	\$3,657.03
	Invoice	Date	Description	Amount
	DEC-23	12/14/2023	REPLENISH PAYROLL ACCT FOR DECEMBER 2023	\$3,657.03
200570	01/09/2024		KLINE'S PLUMBING, INC.	\$2,275.00
	Invoice	Date	Description	Amount
	13139	11/16/2023	TOILET INSP SVC-16227 TEMPLE AVE	\$185.00
	13144	11/22/2023	REPLACE FILL VALVE & SUPPLY LINE 16229 TEMPLE A	\$275.00
	12938	07/27/2023	REPAIR SHOWER/TUB @ 17229 CHESTNUT ST	\$285.00
	12955	08/03/2023	INSPECT GARBAGE DISPOSAL LEAK-17217 CHESTNUT	\$285.00
	13107	10/31/2023	CLEAR RERSTROOM BLOCKAGE-15714 NELSON AVE	\$175.00
	13074	10/18/2023	REPLACE SUPPLY LINES, FLAPPER & TRIP LEER-15714	\$520.00
	13101	10/25/2023	ASSESS & REPAIR LEAK-BUNKHOUSE 16200 TEMPLE A	\$375.00
	12854	05/22/2023	REPLACE DAMAGED SHOWER-16000 TEMPLE AVE COI	\$175.00

Industry Property & Housing Management Authority
Board Meeting
January 10, 2024

Check	Date	Payee Name		Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking				
200571	01/09/2024	MERRITT'S ACE HARDWARE		\$76.99
	Invoice	Date	Description	Amount
	138328	12/20/2023	LOCK MAILBOX-15722 NELSON	\$76.99
200572	01/09/2024	MORTISE & TENON BUILDING CORP		\$11,174.85
	Invoice	Date	Description	Amount
	156250180	12/12/2023	REPAIRS FROM WATER REMEDIATION@16000 TEMPLI	\$9,981.39
	156250196	12/19/2023	INSTALL ADA HANDRAILS@16000 TEMPLE CONDO A	\$1,193.46
200573	01/09/2024	MUKAI CONSTRUCTION		\$5,370.00
	Invoice	Date	Description	Amount
	#2-IPHMA-009	01/01/2024	VARIOUS ROOF REPAIRS	\$5,370.00
200574	01/09/2024	PURCOR PEST SOLUTIONS		\$4,980.00
	Invoice	Date	Description	Amount
	2109 C	12/15/2023	DECEMBER 2023 PEST SVC-MULTIPLE HOUSES	\$1,660.00
	2107 C	10/15/2023	OCTOBER 2023 PEST SVC-MULTIPLE HOUSES	\$1,660.00
	2108 C	11/15/2023	NOVEMBER 2023 PEST SVC-MULTIPLE HOUSES	\$1,660.00
200575	01/09/2024	SATSUMA LANDSCAPE & MAINT.		\$50,147.95
	Invoice	Date	Description	Amount
	1123EHNHCS	11/29/2023	NOVEMBER 2023 LANDSCAPE MAINT	\$24,130.65
	1223EHNHCS	12/29/2023	DECEMBER 2023 LANDSCAPE MAINT	\$26,017.30
200576	01/09/2024	TEMP AIR SYSTEM INC.		\$1,680.00
	Invoice	Date	Description	Amount

Industry Property & Housing Management Authority
Board Meeting
January 10, 2024

Check	Date	Payee Name	Check Amount
IPHMA.WF.CHK - IPHMA Wells Fargo Checking			
17951	12/04/2023	AC MAINT SVC-16220 TEMPLE AVE	\$195.00
17898	11/16/2023	AC MAINT SVC-17229 CHESTNUT	\$1,095.00
17816	11/07/2023	HVAC MAINT-16224 TEMPLE AVE	\$195.00
17815	11/06/2023	HVAC MAINT-15702 NELSON AVE E	\$195.00

Checks	Status	Count	Transaction Amount
	Total	15	\$87,351.49

*CITY OF INDUSTRY PROPERTY AND HOUSING
MANAGEMENT AUTHORITY*

ITEM NO. 7.1
Verbal Presentation