
CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JUNE 25, 2025
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 Calvo at 10:30 a.m., in the City of Industry Chamber, 15651 Mayor Dave Way, California.

FLAG SALUTE

The flag salute was led by Chair Calvo.

AB 2449 VOTE ON EMERGENCY CIRCUMSTANCES (IF NECESSARY)

There was no need for AB 2449 vote since 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

ABSENT: James Bickel, Board Member

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

PRESENTATIONS

There were none.

CONSENT CALENDAR

6.1 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE FINANCE DEPARTMENT FOR JUNE 11, 2025

RECOMMENDED ACTION: Ratify the Register of Demands for June 11, 2025.

6.2 CONSIDERATION OF THE MINUTES OF THE DECEMBER 11, 2024 REGULAR MEETING, JANUARY 15, 2025 SPECIAL MEETING, FEBRUARY 12, 2025

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JUNE 25, 2025
PAGE 2

REGULAR MEETING, MARCH 12, 2025 REGULAR MEETING, APRIL 9, 2025
REGULAR MEETING, AND MAY 7, 2025 REGULAR MEETING

RECOMMENDED ACTION: *Approve as submitted.*

6.3 CONSIDERATION OF RESOLUTION NO. IPHMA 2025-01 – A RESOLUTION OF THE CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY ("IPHMA") ADOPTING THE FY 2025-2026 IPHMA BUDGET

RECOMMENDED ACTION: *Adopt Resolution No. IPHMA 2025-01.*

6.4 CONSIDERATION OF RESOLUTION NO. IPHMA 2025-02, A RESOLUTION OF THE INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY, APPROVING BLANKET PURCHASE ORDERS ("BPOS") FOR VENDORS TOTALING \$10,000.00 AND OVER FOR FY 2025-2026

RECOMMENDED ACTION: *Adopt Resolution No. IPHMA 2025-02.*

Board Member O’Gorman asked about check #200834 regarding the driveway widening. Executive Director Josh Nelson said some of the older driveways are too narrow to fit two cars, therefore this driveway was widened, to avoid the cars getting sprayed by water or tires on the grass area. Chair Calvo said he had seen some cars on Nelson Street parking on the grass. Executive Director Josh Nelson said the lease indicates that the tenant keeps up the property, but staff will investigate this matter further and notify the tenant if necessary.

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:	BICKEL		
ABSTAIN	BOARD MEMBERS:	NONE		

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JUNE 25, 2025
PAGE 3

ACTION ITEMS

7.1 DISCUSSION AND DIRECTION REGARDING RENT INCREASES FOR EXISTING TENANTS

RECOMMENDED ACTION: *Discuss and provide direction to Staff. If the Board determines that rent shall be increased, direct staff to:*

- 1. Increase rent for existing tenants by ____% effective _____, not to exceed the target rent amounts set on July 1, 2023.*
- 2. Provide advanced notice of changes in rent amounts to affected tenants, pursuant to the California Tenant Protection Act of 2019.*

Executive Director Josh Nelson provided a staff report on the background of the rent increases for the existing tenants. Conversation ensued and it was agreed upon to increase the rent for affected tenants by 3%, effective August 1, 2025.

There were no public comments.

MOTION BY VICE CHAIR SEAL, AND SECOND BY BOARD MEMBER COOK TO INCREASE RENT FOR EXISTING TENANTS BY 3% EFFECTIVE AUGUST 1, 2025, NOT TO EXCEED THE TARGET RENT AMOUNTS SET ON JULY 1, 2023, AND TO PROVIDE ADVANCED NOTICE OF CHANGES IN RENT AMOUNTS TO AFFECTED TENANTS, PURSUANT TO THE CALIFORNIA TENANT PROTECTION ACT OF 2019. 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:	BICKEL		
ABSTAIN	BOARD MEMBERS:	NONE		

PUBLIC HEARINGS- NONE

CLOSED SESSION - NONE

CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
SPECIAL MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
JUNE 25, 2025
PAGE 4

EXECUTIVE DIRECTOR REPORTS

There were none.

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 10:42 a.m.



Ken Calvo
Chair



Julie Gutierrez-Robles
Secretary