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CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY  
REGULAR MEETING MINUTES  
CITY OF INDUSTRY, CALIFORNIA  
DECEMBER 10, 2025  
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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 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: Bing Hyun, Assistant Executive Director; Mathew Hudson, Director of Public Works; Jaime Casso, General Counsel; and Julie Gutierrez-Robles, Secretary.

**PRESENTATIONS**

There were none.

**CONSENT CALENDAR**

**6.1 CONSIDERATION OF THE REGISTER OF DEMANDS FOR DECEMBER 10, 2025**

*RECOMMENDED ACTION:* *Approve the Register of Demands and authorize the appropriate Authority Officials to pay the bills.*

**6.2 CONSIDERATION OF THE MINUTES OF THE AUGUST 13, 2025 REGULAR MEETING, AND THE SEPTEMBER 10, 2025 REGULAR MEETING**

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*RECOMMENDED ACTION:*

*Approve as submitted.*

**6.3 CONSIDERATION OF A MAINTENANCE SERVICES AGREEMENT FOR TREE MAINTENANCE SERVICES WITH NORTH STAR LAND CARE, IN AN AMOUNT NOT TO EXCEED \$300,000.00 THROUGH DECEMBER 31, 2028**

*RECOMMENDED ACTION:*

*Approve the Agreement.*

Director of Public Works, Mathew Huson provided a staff report and was available to answer any questions.

Board Member Cook inquired whether all trees would be maintained annually and kept trimmed, and whether the agreement was for a one-year term.

Director Hudson responded that the contractor will work with staff to establish a maintenance schedule. He clarified that the agreement is for a three-year term, with the option to extend for up to three additional one-year periods at the Board's discretion. He also noted a correction to Exhibit A, stating that the scope of services will include providing an equipment staging and laydown yard for the contractor.

General Counsel Jaime Casso clarified that the staging area is limited to equipment necessary for services related to IPHMA and is not intended for general storage of the contractor's equipment. He noted this was an important consideration given the ongoing nature of the agreement.

Chair Calvo asked if there were any comments or questions regarding the Consent Calendar. There were none.

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

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**ACTION ITEMS**

**7.1 DISCUSSION AND DIRECTION REGARDING RENT INCREASES FOR EXISTING TENANTS**

*RECOMMENDED ACTION:* *Discuss and provide direction to Staff.*

Assistant Executive Director, Bing Hyun, provided the staff report and presented the annual Consumer Price Index (CPI) update to assist the Board in determining potential rent adjustments. He noted that in 2023, IPHMA established a maximum rent of \$0.70 per square foot, and approximately 50% of units have now reached that cap.

Assistant Executive Director Hyun explained that rent increases are regulated by state law, which limits increases to 5% plus the April CPI of the preceding year, or 10%, whichever is less. The April 2025 CPI is 3%, which would apply to any 2026 rent adjustments. He further noted that since the last rent increase occurred in August, any new increase could not take effect until August 1, 2026.

The Board has the option to increase rents, maintain current rates, or defer a decision. It was also noted that updated CPI figures will be released in April 2026; however, pursuant to state law, the April 2025 CPI must be used.

The Board discussed revisiting the item in May 2026 and acknowledged that a minimum 30-day notice to tenants would be required prior to any rent adjustment.

**7.2 CONSIDERATION OF THE APPOINTMENT OF A CHAIRPERSON AND VICE CHAIRPERSON**

*RECOMMENDED ACTION:* *Consideration nominations and make appointments.*

Board Member Cook made a motion to retain the current leadership, nominating Chair Kenny Calvo and Vice Chair Tim Seal to continue in their respective roles for the upcoming term.

Chair Calvo asked if there were any comments or questions regarding action item 7.2. There were none.

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MOTION BY BOARD MEMBER COOK AND SECOND BY BOARD MEMBER O'GORMAN TO CONSIDERATION NOMINATIONS AND MAKE APPOINTMENTS. 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**

**EXECUTIVE DIRECTOR REPORTS**

Assistant Executive Director, Bing Hyun, wished everyone a Merry Christmas and Happy New Year.

**AB 1234 REPORTS**

There were none.

**BOARD MEMBER COMMUNICATIONS**

Chair Calvo wished everyone Merry Christmas.

**PUBLIC COMMENTS**

There were none.

**ADJOURNMENT**

There being no further business, the Industry Property and Housing Management Authority adjourned at 10:47 a.m.

  
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Ken Calvo  
Chair

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Julie Gutierrez-Robles  
Secretary