

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF AUGUST 9, 2016

A regular meeting of the Housing Authority of the City of Loma Linda is scheduled to be held at 7:00 p.m. or as soon thereafter as possible, Tuesday, August 9, 2016 in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Reports and Documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours. The Loma Linda Branch Library is also provided an agenda packet for your convenience. The agenda and reports are also located on the City's Website at www.lomalinda-ca.gov.

Materials related to an item on this Agenda submitted to the Housing Authority Board after distribution of the agenda packet are available for public inspection in the City Clerk's Office, 25541 Barton Road, Loma Linda, CA during normal business hours. Such documents are also available on the City's website at www.lomalinda-ca.gov subject to staff's ability to post the documents before the meeting.

Persons wishing to speak on an agenda item are asked to complete an information card and present it to the City Clerk prior to consideration of the item. When the item is to be considered, please step forward to the podium, the Chair will recognize you and you may offer your comments. The Housing Authority meeting is recorded to assist in the preparation of the Minutes, and you are therefore asked to give your name and address prior to offering testimony.

The Oral Reports/Public Participation portion of the agenda pertains to items NOT on the agenda and is limited to 30 minutes; 3 minutes allotted for each speaker. Pursuant to the Brown Act, no action may be taken by the Housing Authority at this time; however, the Housing Authority Board may refer your comments/concerns to staff or request that the item be placed on a future agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (909) 799-2819. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible.

Agenda item requests for the SEPTAMBER 13, 2016 meeting must be submitted in writing to the City Clerk no later than NOON, MONDAY, AUGUST 29, 2016

A. Call To Order

B. Roll Call

C. Items To Be Added Or Deleted

D. Oral Reports/Public Participation - Non-Agenda Items (Limited to 30 minutes; 3 minutes allotted for each speaker)

E. Conflict of Interest Disclosure - Note agenda item that may require member abstentions due to possible conflicts of interest

F. **Consent Calendar**

1. Demands Register
2. Minutes of July 12, 2016

G. **Old Business**

H. **New Business**

3. Offer for Sale by Auction of 10522 Poplar Street (APN 0283-114-49) an approximately 7,425 square-foot vacant lot pursuant to General Terms and Conditions of Sale by Auction [Secretary]

I. **Chair and Member Reports**

J. **Reports of Officers**

K. **Adjournment**



City of Loma Linda Official Report

Rhodes Rigsby, Chairman
Phill Dupper, Vice-Chairman
Ovidiu Popescu, Member
Ronald Dailey, Member
John Lenart, Member

HOUSING AUTHORITY AGENDA: August 9, 2016
TO: Board Members
SUBJECT: Demands Register

Approved/Continued/Denied By City Council Date _____
--

RECOMMENDATION

It is recommended that the Housing Authority Board approve the attached list of demands for payment.

vchlist
07/21/2016 11:43:56AM

Voucher List
CITY OF LOMA LINDA
07-26-2016 HA

Page: 1

FY: 2015/2016

Bank code : bofaha

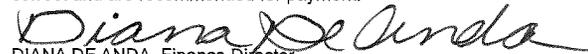
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1752	7/14/2016	000110 BURTRONICS BUSINESS SYSTEM	AR12042	P-0000013485	PRINTING OVERAGES	7.43
					Total :	7.43
1757	7/26/2016	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC 31505			PROFESSIONAL/LEGAL SERVICES	83.13
					Total :	83.13
1758	7/26/2016	001799 STRADLING, YOCCA, CARLSON, & RAUTH	310839-0000		PROFESSIONAL/LEGAL SERVICES	849.70
			310840-0006		PROFESSIONAL/LEGAL SERVICES	2,968.30
			310848-0007		PROFESSIONAL/LEGAL SERVICES	77.60
					Total :	3,895.60
1759	7/26/2016	005456 THE STRICKLER ASSOCIATION	LL1005	P-0000013033	CONSULTING SUPPORT AND TECHNIC	55.00
					Total :	55.00
4 Vouchers for bank code :		bofaha			Bank total :	4,041.16
4 Vouchers in this report					Total vouchers :	4,041.16

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
---------	------	--------	---------	------	---------------------	--------

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 1752; 1757 through 1759 for a total disbursement of \$ 4,041.16, and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.


DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on 08-09-2016 and the City Treasurer is hereby directed to pay except as noted.

Rhodes Rigsby, Mayor

vchlist
07/21/2016 11:22:04AM

Voucher List
CITY OF LOMA LINDA
07-26-2016 HA

Page: 1

FY: 2016/2017

Bank code : bofaha

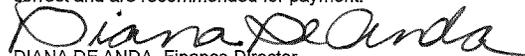
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1753	7/14/2016	005395 USBANK EQUIPMENT FINANCE	307884866	P-0000013487	EQUIPMENT LEASE NEW AGREEMENT	41.33
					Total :	41.33
1754	7/21/2016	005544 SECURE CONTENT SOLUTIONS	495004-16 HA	P-0000013526	SOPHOS ANTI-VIRUS	38.70
					Total :	38.70
1755	7/26/2016	001279 DAILY JOURNAL CORPORATION	B2899380	P-0000013364	BLANKET PURCHASE ORDER	74.80
					Total :	74.80
1756	7/26/2016	005456 THE STRICKLER ASSOCIATION	LL1005 HA	P-0000013436	BLANKET PURCHASE ORDER	495.00
					Total :	495.00
					Bank total :	649.83
					4 Vouchers for bank code : bofaha	
					4 Vouchers in this report	
					Total vouchers :	649.83

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
---------	------	--------	---------	------	---------------------	--------

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 1753 through 1756 for a total disbursement of \$ 649.83, and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.


DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on 08-09-2016 and the City Treasurer is hereby directed to pay except as noted.

Rhodes Rigsby, Mayor

vchlist
08/02/2016 1:32:48PM

Voucher List
CITY OF LOMA LINDA
07/31/2016 HA MONTH END

FY: 2015/2016

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
620973	7/27/2016	005545 ABEER DAOUD	REQUEST		Refund Acct #1486498	300.00
Total :						300.00
1 Vouchers for bank code : bofa						Bank total : 300.00

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1760	7/26/2016	001419 LARRY JACINTO FARMING, INC	106998-HA	P-0000013511	WEED ABATEMENT SRVS FOR CITY PF	1,245.00
Total :						1,245.00
1 Vouchers for bank code : bofaha						Bank total : 1,245.00
2 Vouchers in this report						Total vouchers : 1,545.00

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.
1760 & 620973 for a total
disbursement of \$ 1,545.00, and to the best of
my knowledge, based on the information provided, they are
correct and are recommended for payment.


DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thalpejr, City Manager

Approved by the City Council at their meeting held on
08/09/2016 and the City Treasurer is hereby directed
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist
08/03/2016 5:46:51PM

Voucher List
CITY OF LOMA LINDA
08-09-2016 HA

Page: 1

FY: 2016/2017

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
1761	8/3/2016	002713 PREFERRED MANAGEMENT GROUP	25613		HOA Dues for 25613 Prospect-Aug 2016	135.00	
Total :						135.00	
1762	8/9/2016	005364 TECHSTRATA	063016-005	P-0000013518	SUPPORT AND MAINTENANCE FOR CI	170.21	
Total :						170.21	
2 Vouchers for bank code :		bofaha				Bank total :	305.21
2 Vouchers in this report						Total vouchers :	305.21

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.
1761 through 1762 for a total
disbursement of \$ 305.21, and to the best of
my knowledge, based on the information provided, they are
correct and are recommended for payment.


DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on
08-09-2016 and the City Treasurer is hereby directed
to pay except as noted.

Rhodes Rigsby, Mayor

Page: 1



City of Loma Linda Official Report

Rhodes Rigsby, Chairman
Phill Dupper, Vice-Chairman
Ovidiu Popescu, Member
Ronald Dailey, Member
John Lenart, Member

HOUSING AUTHORITY AGENDA: August 9, 2016
TO: Housing Authority Members
VIA: T. Jarb Thaipejr, Executive Director
FROM: Pamela Byrnes-O'Camb, Secretary
SUBJECT: Minutes of July 12, 2016

Approved/Continued/Denied By: Housing Authority Date _____
--

RECOMMENDATION

It is recommended that the Housing Authority Board approve the Minutes of July 12, 2016.

Loma Linda Housing Authority

Minutes

Regular Meeting of July 12, 2016

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 8:19 p.m., Tuesday, July 12, 2016, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rhodes Rigsby Vice-Chairman Phill Dupper Ovidiu Popescu John Lenart
Board Members Absent:	Ron Dailey
Others Present:	Executive Director T. Jarb Thaipejr General Counsel Richard Holdaway

No items were added or deleted; no public participation comments were offered upon invitation of the Chair; and no conflicts of interest were noted.

LLHA 2016-017 - Consent Calendar

Motion by Lenart, seconded by Popescu and unanimously carried to approve the following items:

The Demands Register dated June 28, 2016 with commercial demands totaling \$4,351.60.

The Demands Register dated July 12, 2016 with commercial demands totaling \$5,827.76.

The Minutes of June 14, 2016 as presented.

The meeting adjourned at 8:20 p.m.

Approved at the meeting of _____

Secretary



City of Loma Linda Official Report

Rhodes Rigsby, Chairman
Phillip Dupper, Vice-Chairman
Ovidiu Popescu, Member
Ronald Dailey, Member
John Lenart, Member

Approved/Continued/Denied
By Housing Authority
Date _____

HOUSING AUTHORITY AGENDA: August 9, 2016

TO: Housing Authority

FROM: Pamela Byrnes-O'Camb, Secretary *pb*

VIA: T. Jarb Thaipejr, Executive Director

SUBJECT: Offer for Sale by Auction of 10522 Poplar Street
(APN 0283-114-49) an approximate 7,425 square-foot vacant lot
pursuant to General Terms and Conditions of Sale by Auction

RECOMMENDATION

It is recommended that the Housing Authority Board accept the offer from Ben Ouyang in the amount of \$106,000.00 for the real property at 10522 Poplar Street (the "Property") and direct the preparation of a Buy/Sell Agreement to proceed with the transaction. The Buy/Sell Agreement would be executed by the Executive Director of the Housing Authority without necessity of further action by the Housing Authority Board.

BACKGROUND

The former Loma Linda Redevelopment Agency purchased the Property in April 2003. At that time, a 1,007 square-foot single-family dwelling (which was rented), a carport and large storage shed occupied the property.

Upon dissolution of all redevelopment agencies within the State of California, the Property was assumed by the Loma Linda Housing Authority. The property was retained as a rental unit from the time of purchase until approximately November 2014 when the tenant passed away. In the spring of 2015, the structures were demolished and the septic tank removed. The Property has remained vacant.

In an effort to market the Property for ultimate sale in an expedient and timely manner, the auction process was chosen in order to test the market and achieve the highest return to the Housing Authority and to afford the Housing Authority the greatest flexibility with respect to its permissible use of the proceeds of sale: in this regard, the use of an auction provides greater flexibility to the Housing Authority with respect to the use of such moneys in comparison to selling the property by negotiated purchase.

ANALYSIS

The auction by sealed bid was advertised in The Sun and sent via email to persons having expressed interest; the notice was posted on the property and appeared on the City's website as well. As was indicated in the announcement for the auction of the Property, the Seller (the Loma Linda Housing Authority) will not provide financing. The Property would be sold free and clear of all monetary liens and in an "as is" condition with no representations or warranties.

Three bids were received: \$20,995.00, \$45,888.50, and \$106,000.00.

Upon acceptance of a bid, Special Counsel will prepare the Buy/Sell Agreement, escrow will be opened and the transaction to transfer of the property will proceed. The Buy/Sell Agreement will include provisions as referenced in the announcement for the auction (including without limitation forfeiture by the prospective purchaser if the sale fails to close due to action or inaction by the prospective purchaser) as well as other provisions that are customary as to agreements of the Housing Authority or City for the sale of property.

FINANCIAL IMPACT

The amount of \$106,000.00 less any Seller's share of escrow costs will be receipted to Account No. 80-9827 (Sale of Assets).