

# LOMA LINDA HOUSING AUTHORITY

## AGENDA

### REGULAR MEETING OF SEPTEMBER 13, 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, September 13, 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](http://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](http://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 OCTOBER 11, 2016 meeting must be submitted in writing to the City Clerk no later than NOON, MONDAY, SEPTEMBER 26, 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 August 9, 2016

**G.**     **Old Business**

**H.**     **New Business**

**I.**     **Chair and Member Reports**

**J.**     **Reports of Officers**

**K.**     **Adjournment**



# City of Loma Linda Official Report

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

HOUSING AUTHORITY AGENDA: September 13, 2016

TO: Board Members

SUBJECT: Demands Register

Approved/Continued/Denied By City Council Date _____
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## RECOMMENDATION

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

vchlist  
08/17/2016 5:14:11PM

Voucher List  
CITY OF LOMA LINDA  
08-23-2016 HA

Bank code : bofaha

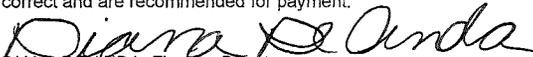
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1763	8/11/2016	004305 USAA	CIC017727602 90A		-25478 Sonora Loop/Homeowners Insura	631.03
					<b>Total :</b>	<b>631.03</b>
1764	8/16/2016	005395 USBANK EQUIPMENT FINANCE	310088661-HA	P-0000013487	EQUIPMENT LEASE NEW AGREEMENT	42.25
					<b>Total :</b>	<b>42.25</b>
1765	8/23/2016	000868 SBC TAX COLLECTOR	0283-271-03-0-000		2015 Annual Secured Prop Tax due to	307.54
					<b>Total :</b>	<b>307.54</b>
1766	8/23/2016	001799 STRADLING, YOCCA, CARLSON, & RAUTH	312037-0000 312038-0006		PROFESSIONAL/LEGAL SERVICE PROFESSIONAL/LEGAL SERVICES	820.40 1,712.75
					<b>Total :</b>	<b>2,533.15</b>
1767	8/23/2016	005456 THE STRICKLER ASSOCIATION	LL 1006	P-0000013436	BLANKET PURCHASE ORDER	1,375.00
					<b>Total :</b>	<b>1,375.00</b>
5 Vouchers for bank code : bofaha					<b>Bank total :</b>	<b>4,888.97</b>
5 Vouchers in this report					<b>Total vouchers :</b>	<b>4,888.97</b>

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
1763 through 1767 for a total  
disbursement of \$ 4,888.97, 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  
09-13-2016 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist  
09/01/2016 8:11:46AM

Voucher List  
CITY OF LOMA LINDA  
08-31-2016 HA

Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
1768	8/23/2016	003647 MID-CENTURY INSURANCE CO	Policy 94385-13-76		Insurance Premium-10934 Cabrillo Loop	1,158.46	
						<b>Total :</b>	<b>1,158.46</b>
1769	8/25/2016	005575 BEN OUYANG	REQUEST		REFUND OF PORTION OF BID DEPOSIT	1,250.00	
						<b>Total :</b>	<b>1,250.00</b>
<b>2 Vouchers for bank code : bofaha</b>						<b>Bank total :</b>	<b>2,408.46</b>
<b>2 Vouchers in this report</b>						<b>Total vouchers :</b>	<b>2,408.46</b>

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
1768 through 1769 for a total  
disbursement of \$ 2,408.46, 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  
09/13/2016 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist  
09/08/2016 10:02:01AM

Voucher List  
CITY OF LOMA LINDA  
09-13-2016 HA

Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1770	9/6/2016	005395 USBANK EQUIPMENT FINANCE	312211451-HA	P-0000013487	EQUIPMENT LEASE NEW AGREEMENT	41.79
<b>Total :</b>						<b>41.79</b>
1771	9/8/2016	002713 PREFERRED MANAGEMENT GROUP	25613		HOA DUES FOR SEPT 2016/25613 PRO	135.00
<b>Total :</b>						<b>135.00</b>
<b>2 Vouchers for bank code : bofaha</b>						<b>Bank total : 176.79</b>
<b>2 Vouchers in this report</b>						<b>Total vouchers : 176.79</b>

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
1770 through 1771 for a total  
disbursement of \$ 176.79, 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  
09-13-2016 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: September 13, 2016  
TO: Housing Authority Members  
VIA: T. Jarb Thaipejr, Executive Director  
FROM: Pamela Byrnes-O'Camb, Secretary  
SUBJECT: Minutes of August 9, 2016

Approved/Continued/Denied By: Housing Authority Date _____
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## RECOMMENDATION

It is recommended that the Housing Authority Board approve the Minutes of August 9, 2016.

Loma Linda Housing Authority

Minutes

Regular Meeting of August 9, 2016

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 11:18 p.m., Tuesday, August 9, 2016, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rhodes Rigsby Vice-Chairman Phill Dupper Ovidiu Popescu Ron Dailey John Lenart
Board Members Absent:	None
Others Present:	Assistant Executive Director Konrad Bolowich 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-2016-018 - Consent Calendar

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

The Demands Register dated July 26, 2016 with commercial demands totaling \$\$4,041.16.

The Demands Register dated July 26, 2016 with commercial demands totaling \$649.83.

The Demands Register dated July 31, 2016 with commercial demands totaling \$1,545.00.

The Demands Register dated August 9, 2016 with commercial demands totaling \$\$305.21.

The Minutes of July 12, 2016 as presented.

New Business

LLHA-2016-019 -- Offer for Sale by Auction of 10522 Poplar Street (APN 0283-114-49) an approximately 7,427 square-foot vacant lot pursuant to General Terms and Conditions of Sale by Auction

The Secretary presented the report, stating that the former Loma Linda Redevelopment Agency purchased the property in 2003; the use of the property as an affordable rental unit was terminated upon the death of the tenant; that upon dissolution of all redevelopment agencies within the State of California, the property was assumed by the Loma Linda Housing Authority; the structures were demolished and the septic tank was removed in 015; the property has remained vacant since that time.

She went on to say that 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 the sale.

The auction was advertised in The Sun; the property was posted; and interest persons were noticed of the auction. Three bids were received ranging from \$20,995.00 to \$106,000.00. She then recommended that the highest bid be accepted.

**Motion by Dupper, seconded by Popescu and unanimously carried to accept the bid of Ben Ouyang for \$106,000 and to proceed with the sale of the property.**

The meeting adjourned at 11:22 p.m.

Approved at the meeting of \_\_\_\_\_.

\_\_\_\_\_  
Secretary