

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF FEBRUARY 11, 2020

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, February 11, 2020 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 February 25, 2020 meeting must be submitted in writing to the City Clerk no later than Noon, Tuesday, February 11, 2020.**

**A. Call To Order**

**B. Roll Call**

**C. Closed Session**

**D. Items To Be Added Or Deleted**

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

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

**G.**     **Scheduled Items**

**H.**     **Consent Calendar**

1.       Demands Registers
2.       Minutes of January 14, 2020

**I.**     **New Business**

3.       **Joint Meeting** of the City Council and Housing Authority [**Assistant City Manager**]
  - a.       LLHA Bill #R-2020-01 – Approving a Fourth Amendment to Affordable Housing Agreement by and among the Loma Linda Housing Authority, the City of Loma Linda and Mary Erickson Community Housing
  - b.       Council Bill #R-2020-02 – Approving a Fourth Amendment to Affordable Housing Agreement by and among the Loma Linda Housing Authority, the City of Loma Linda and Mary Erickson Community Housing

**J.**     **Chair and Member Reports**

**K.**     **Reports of Officers**

**L.**     **Adjournment**



# Loma Linda Housing Authority Official Report

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

HOUSING AUTHORITY AGENDA: February 11, 2020  
TO: Housing Authority Board  
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  
01/22/2020 7:00:54PM

Voucher List  
CITY OF LOMA LINDA  
01-28-2020 HA

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2221	1/14/2020	003628 U.S. BANK CORPORATE PYMNT SYS	4246-0470-0025-8803		CAL-CARD PURCHASES	1,688.23
					Total :	1,688.23
2222	1/16/2020	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC 38191			PROFESSIONAL/LEGAL SERVICES	332.51
					Total :	332.51
2223	1/28/2020	004702 BMI	9521165 HA		LICENSE FEE-01/01-12/31/2020	3.04
					Total :	3.04
2224	1/28/2020	005791 CENTURYLINK	88220935 HA	P-0000015960	INTERNET SERVICES AND VOIP	2.60
					Total :	2.60
2225	1/28/2020	004999 ROGERS, ANDERSON, MALODY &, SCOTT, LL 62166 HA	62534 HA	P-0000016321	YEAR-END AUDIT FOR FY 2019	1,700.00
				P-0000016321	YEAR-END AUDIT FOR FY 2019	255.00
					Total :	1,955.00
2226	1/28/2020	001799 STRADLING,YOCCA, CARLSON, & RAUTH	360849-0000		PROFESSIONAL/LEGAL SERVICES	1,881.51
					Total :	1,881.51
6 Vouchers for bank code : bofaha						Bank total : 5,862.89
6 Vouchers in this report						Total vouchers : 5,862.89

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.  
2221 through 2226 for a total  
disbursement of \$ 5,862.89, 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  
02-11-2020 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist  
02/04/2020 6:09:33PM

Voucher List  
CITY OF LOMA LINDA  
01-31-2020 HA

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2227	1/30/2020	006052 UNIVERSITY HOMES INC, C/O CMS	1341577		25613 PROSPECT AVE-FEB 2020 HOA [	162.00
1 Vouchers for bank code : bofaha						Total : 162.00
1 Vouchers in this report						Bank total : 162.00
						Total vouchers : 162.00

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
2227 through 2227 for a total  
disbursement of \$ 162.00, and to the best of  
my knowledge, based on the information provided, they are  
correct and are recommended for payment.

*Diana De Anda*  
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  
02-11-2020 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist  
02/05/2020 5:42:24PM

Voucher List  
CITY OF LOMA LINDA  
02-11-2020 HA

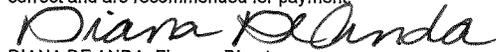
Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
2228	2/11/2020	005047 EMPHASYS SOFTWARE	00002900	P-0000015803	ANNUAL MAINTENANCE FOR FOR HC	2,443.17	
Total :						2,443.17	
1 Vouchers for bank code :		bofaha				Bank total :	2,443.17
1 Vouchers in this report						Total vouchers :	2,443.17

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
2228 through 2228 for a total  
disbursement of \$ 2,443.17, 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  
02-11-2020 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

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# Loma Linda Housing Authority Official Report

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

HOUSING AUTHORITY AGENDA: February 11, 2020  
TO: Housing Authority Board  
SUBJECT: Minutes of January 14, 2020

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

It is recommended that the City Council approve the minutes of January 14, 2020.

Loma Linda Housing Authority

Minutes

A Regular Meeting of January 14, 2020

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 6:42 p.m., Tuesday, January 14, 2020, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rhodes Rigsby Vice Chairman John Lenart Ovidiu Popescu Phill Dupper Ron Dailey
Board Members Absent:	None
Others Present:	Executive Director T Jarb Thaipejr General Counsel Richard Holdaway

The Housing Authority Board immediately recessed into closed session as listed. They reconvened into open session at 7:06 p.m.

**HA-2020-01 – Closed Session – Conference with Legal Counsel**--Existing Litigation, (Government Code 54956.9(d)(1)), Name of Case: Ditech Financial, LLC. v. City of Loma Linda Housing Authority, San Bernardino Superior Court Case No. CIVDS1922925

City Attorney Holdaway announced that Housing Authority Board had been meeting in closed session on the item listed above. He reviewed the case with Board Members and received direction work with Special Counsel Stradling, Yocca, Carlson & Rauth to attempt a resolution or respond to the complaint as necessary to defend the interests of the Housing Authority. No further action to report.

The Housing Authority recessed at 7:08 p.m. and reconvened at 7:31 p.m.

**Scheduled Items**

**HA-2020-03 – Joint meeting** of the City Council and Housing Authority regarding presentation of Audit Report for Fiscal Year 2018-2019

City Manager Thaipejr introduced Accounting Manager Sonia Fabela to present the item.

Accounting Manager Fabela introduced Brianna Schultz, CPA with Rogers, Anderson, Malody & Scott, LLP. Ms. Schultz thanked the Finance Department for their help in compiling the necessary documents and information to complete the annual review of the City's financial statements. She continued, outlining the City's responsibilities as:

- Presenting the City's financial position and results of its operations fairly and in conformity with generally accepted accounting principles;
- Adopting sound accounting policies;
- Providing reasonable accounting estimates;

- Establishing and maintaining internal controls; and
- Preventing and detecting fraud.

The Auditors responsibilities included:

- Obtaining reasonable assurance that the financial statements are free of material misstatement;
- Examine, on a test basis, evidence supporting amounts and disclosures;
- Assessing accounting principles used, estimates made, and evaluating the overall financial statement presentation;
- Reviewing the City's internal control policies and procedures;
- Expressing an opinion on the City's financial statements.

Ms. Schultz continued, indicating that the financial statements were fairly presented in all material aspects, significant accounting policies have been consistently applied, estimates were reasonable, and disclosures were properly reflected in the financial statements. There were no disagreements with management, no material errors or irregularities were discovered, and no significant accounting issues were discovered.

Finance Director DeAnda responded to questions regarding the Successor Agency.

Accounting Manager Sonia Fabela then presented the Comprehensive Annual Financial Report (CAFR) which included a Letter of Transmittal, a GFOA Certificate of Achievement for Excellence in Financial Reporting, Principal Officers and an Organizational Chart.

She presented the Financial Statements for the City, the Loma Linda Housing Authority (a special revenue fund), and the Successor Agency to the former Redevelopment Agency (a private purpose trust fund). She also reviewed GASB No. 68 which reported pensions on the Government-wide Financial Statements.

She also reviewed the General Fund, Statement of Revenues, Expenditures and Change in Fund Balance in addition to Water Acquisition, Water Enterprise, Sewer Capital, and Loma Linda Connected Communities. She thanked City staff for their assistance in the preparation of the City's 2019 Comprehensive Annual Financial Report.

City Manager Thaipejr commented briefly regarding revenue and expenditures, as well as the payment to reduce the CalPERS unfunded liability.

Mayor Rigsby commented on the CalPERS unfunded liability payment, and commended City Staff and the Finance Department for maintaining a financially well-run City.

**Consensus was to receive and file the Audit Report for fiscal year 2019-2020**

The Housing Authority Board recessed at 7:53 to allow for completion of the City Council agenda and reconvened at 8:59 p.m.

**HA-2020-03 – Consent Calendar**

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

The Demands Register dated:

December 24, 2019 with commercial demands totaling \$16,468.79;  
December 31, 2019 with commercial demands totaling \$46.31; and  
January 14, 2020 with commercial demands totaling \$217.03.

The minutes of December 10, 2019 as presented.

The Annual Housing Report pursuant to Health and Safety Code Sections 34328 and 34176.1.

The meeting adjourned at 9:00 p.m.

Approved at the meeting of

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Secretary



# Loma Linda Housing Authority Official Report

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

HOUSING AUTHORITY AGENDA: February 11, 2020

TO: Housing Authority Board

FROM: Barbara Nicholson, Secretary *BN*

VIA: T. Jarb Thaipejr, Executive Director

SUBJECT: **Joint Meeting** of the City Council and Housing Authority

Approved/Continued/Denied By City Council Date _____
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- a. LLHA Bill #R-2020-01 – Approving a Fourth Amendment to Affordable Housing Agreement by and among the Loma Linda Housing Authority, the City of Loma Linda and Mary Erickson Community Housing
- b. Council Bill #R-2020-02 – Approving a Fourth Amendment to Affordable Housing Agreement by and among the Loma Linda Housing Authority, the City of Loma Linda and Mary Erickson Community Housing

Please see City Council Agenda Item 12