

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF JANUARY 9, 2018

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, January 9, 2018 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 JANUARY 23, 2018 meeting must be submitted in writing to the City Clerk no later than NOON, MONDAY, JANUARY 8, 2018

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. Scheduled Items

G. Consent Calendar

1. Demands Register
2. Minutes of December 12, 2017

H. Chair and Member Reports

I. Reports of Officers

J. 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: January 9, 2018
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
12/20/2017 3:54:29PM

Voucher List
CITY OF LOMA LINDA
12-26-2017 HA

Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1961	12/12/2017	004789 STATE FARM GENERAL INSURANCE	71-ET-R654-6	P-0000014617	25478 SONORA LOOP/BABAYAN-HOME	744.00
					Total :	744.00
1962	12/12/2017	000110 BURTRONICS BUSINESS SYSTEM	AR38072 HA	P-0000014611	PRINTING OVERAGES	4.76
					Total :	4.76
1963	12/12/2017	000110 BURTRONICS BUSINESS SYSTEM	AR38500 HA	P-0000014165	PRINTING SERVICES AND SUPPLIES	0.11
					Total :	0.11
1964	12/12/2017	000110 BURTRONICS BUSINESS SYSTEM	AR38499 HA	P-0000014165	PRINTING SERVICES AND SUPPLIES	0.77
					Total :	0.77
1965	12/14/2017	003628 U.S. BANK CORPORATE PYMNT SYS	4246044555650021HA		CAL CARD PURCHASES	11.47
					Total :	11.47
1966	12/26/2017	005791 CENTURYLINK	63863042 HA	P-0000014607	CITY INTERNET AND VOIP SERVICE	2.78
					Total :	2.78
1967	12/26/2017	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC 34402			PROFESSIONAL/LEGAL SERVICES	33.25
					Total :	33.25
1968	12/26/2017	001799 STRADLING, YOCCA, CARLSON, & RAUTH	334024-0000 334025-0006		PROFESSIONAL/LEGAL SERVICES	2,437.90
					PROFESSIONAL/LEGAL SERVICES	1,172.00
					Total :	3,609.90
8 Vouchers for bank code :		bofaha			Bank total :	4,407.04
8 Vouchers in this report					Total vouchers :	4,407.04

Page: 1

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.
1961 through 1968 for a total
disbursement of \$ 4,407.04, 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
01-09-2018 and the City Treasurer is hereby directed
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist
01/02/2018 2:43:02PM

Voucher List
CITY OF LOMA LINDA
12-29-2017 HA

Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1969	12/21/2017	004999 ROGERS, ANDERSON, MALODY &, SCOTT, LL	56175 HA	P-0000014637	AUDIT SERVICES	1,325.00
Total :						1,325.00
1970	12/21/2017	004999 ROGERS, ANDERSON, MALODY &, SCOTT, LL	56240 HA	P-0000014637	AUDIT SERVICES	500.00
Total :						500.00
2 Vouchers for bank code : bofaha						Bank total : 1,825.00
2 Vouchers in this report						Total vouchers : 1,825.00

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.
1969 through 1970 for a total
disbursement of \$ 1,825.00, 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 Thaipejr, City Manager

Approved by the City Council at their meeting held on
01-09-2018 and the City Treasurer is hereby directed
to pay except as noted.

Rhodes Rigsby, Mayor

Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1971	1/9/2018	001613 OFFICE DEPOT, INC	989375945001 HA	P-0000014238	OFFICE SUPPLIES.	100.00
Total :						100.00
1 Vouchers for bank code : bofaha						Bank total : 100.00
1 Vouchers in this report						Total vouchers : 100.00

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.
1971 through 1971 for a total
disbursement of \$ 100.00, 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 Thaipejr, City Manager

Approved by the City Council at their meeting held on
01-09-2018 and the City Treasurer is hereby directed
to pay except as noted.

Rhodes Rigsby, Mayor



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: January 9, 2018

TO: Board Members

SUBJECT: Minutes of December 12, 2017

Approved/Continued/Denied By City Council Date _____
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RECOMMENDATION

It is recommended that the City Council approve the minutes of December 12, 2017.

Loma Linda Housing Authority

Minutes

A Regular Meeting of December 12, 2017

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 7:25 p.m., Tuesday, December 12, 2017, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rigsby Vice Chairman Phill Dupper Ovidiu Popescu Ron Dailey John Lenart
Board Members Absent:	None
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.

Joint Meeting with City Council

CC-2017-83

HA-2017-22 – Presentation of Audit Report for Fiscal Year 2016-2017

Finance Director DeAnda introduced Breanna Schultz, Supervisor with Rogers, Anderson, Malody & Scott, LLP, who outlined 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;
- Review of the City's internal control policies and procedures
- Express 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.

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 Organization 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.

Ms. Fabela, Ms. DeAnda and other Staff responded to questions.

Mayor and several councilmembers thanked staff for a well-run city.

Motion by Dupper, seconded by Dailey and unanimously carried to receive and file the Audit Report for Fiscal Year 2016-2017.

CC-2017-84

HA-2017-23 – Extension of time re housing authority properties pursuant to Health and Safety Code Section 33334.16

- i. LLHA Bill #R-2017-04 - Requesting that the City Council of the City of Loma Linda extend time re properties under Health and Safety Code Section 33334.16
- ii. Council Bill #R-2017-38 - Approving an extension of time under Health and Safety Code Section 33334.16

The Secretary presented the report indicating that as part of the implementation of redevelopment activities, redevelopment agencies were to engage in various activities for the promotion of affordable housing. The Former Agency acquired various parcels of real property in keeping with that policy. In 2011, the California Legislature voted to eliminate redevelopment agencies effective in 2012 and housing assets of the Former Agency were transferred to the Loma Linda Housing Authority. While certain properties have become the subject of agreements with private parties, various other properties remain under the ownership of the Housing Authority.

Health and Safety Code Section 33334.16 formerly provided that redevelopment agencies were allotted five years from acquisition to enter into "...initiate activities consistent with the development of the property for that purpose. These activities may include, but are not limited to, zoning changes or agreements entered into for the development and disposition of the property." The Housing Authority has continued the efforts with respect to marketing of housing properties, the conduct of negotiations with experienced developers and operators of affordable housing properties for the development of such properties, and the entering into of agreements with private parties seeking the development of properties to accomplish affordable housing objectives. While the Housing Authority is of the view that has fulfilled the charge of initiating activities as prescribed under Health and Safety Code Section 33334.16, the Housing Authority nevertheless desires to avail itself of the extension of time afforded by amendments to Section 33334.16 which allow a five-year extension on the times provided under Section 33334.16 for the initiation of activities as provided therein.

Staff recommended adoption of the enclosed resolutions.

Motion by Dupper, seconded by Dailey and unanimously carried to adopt LLHA Bill #R-2-17-04 and Council Bill #R-2017-38.

LLHA Resolution No. 39

A Resolution Of The Loma Linda Housing Authority requesting that the City Council of the City Of Loma Linda extend time under Health and Safety Code Section 33334.16

Resolution No. 2954

A Resolution of the City Council of the City of Loma Linda approving an extension of time under Health And Safety Code Section 33334.16 and affirming the intention of the City Council that the property be used directly or indirectly in the manner prescribed by Section 33334.16

The Housing Authority Board recessed at approximately 7:55 p.m. to allow completion of the City Council Agenda and reconvened at 9:04 p.m.

HA-2017-24 – Consent Calendar

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

The Demands Registers:

- dated November 28, 2017 with commercial demands totaling \$2.77;
- dated November 30, 2017 with commercial demands totaling \$4,026.93;
- dated December 12, 2017 with commercial demands totaling \$3,469.32.

The minutes of November 14, 2017 as presented.

The Annual Housing Report pursuant to Health & Safety Code Health and Safety Code Sections 34328 and 34176.1 for filing with the State of California.

The meeting adjourned at 9:06 p.m.

Approved at the meeting of _____.

Secretary