

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF JUNE 11, 2019

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, June 11, 2019 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 July 9, 2019 meeting must be submitted in writing to the City Clerk no later than Noon, Tuesday, June 25, 2019**

**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 May 28, 2019

**H.**     **New Business**

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

**J.**     **Reports of Officers**

**K.**     **Adjournment**



# 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: June 11, 2019  
TO: Housing Authority Board  
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.

05/01/2019 7:58:33AM

Voucher List

CITY OF LOMA LINDA  
04-30-2019 HA

Bank code :	bofaha	Date	Vendor	Invoice	PO #	Description/Account	Amount
2136		4/23/2019	005127 VOLOGY, INC.	SIN011016 HA	P-0000015635	JUNIPER CARE NEXT DAY SUPPORT	5.00
1 Vouchers for bank code : bofaha							5.00
1 Vouchers in this report							5.00
Total :							5.00
Bank total :							5.00
Total vouchers :							5.00

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
2136 through 2136 for a total  
 disbursement of \$ 5.00 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  
06-11-19 and the City Treasurer is hereby directed  
 to pay except as noted.

Rhodes Rigsby, Mayor



Voucher List

vchlist

06/06/2019 4:52:22PM

CITY OF LOMA LINDA  
06-11-2019 HA

Bank code :	Vendor	Date	Invoice	PO #	Description/Account	Amount
2150	005144 JAMES D. HUSS JR., WEST SWPPP SERVICE	6/11/2019	19015	P-0000015030	WEED ABATEMENT	920.00
					Total :	920.00
2151	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC	6/11/2019	37245		PROFESSIONAL/LEGAL SERVICES	116.38
					Total :	116.38
					Bank total :	1,036.38
					Total vouchers :	1,036.38

2 Vouchers for bank code : bofaha  
 2 Vouchers in this report

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
2150 through 2151 for a total  
 disbursement of \$ 1,036.38, 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  
06-11-19 and the City Treasurer is hereby directed  
 to pay except as noted.

Rhodes Rigsby, Mayor



# 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: June 11, 2019  
TO: Housing Authority Board  
SUBJECT: Minutes of May 28, 2019

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

## **RECOMMENDATION**

It is recommended that the City Council approve the minutes of May 28, 2019.

Loma Linda Housing Authority

Minutes

A Regular Meeting of May 28, 2019

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 7:11p.m., Tuesday, May 28, 2019, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rhodes Rigsby Ovidiu Popescu Phill Dupper Ron Dailey (arrived at 7:19 p.m.)
Board Members Absent:	Vice Chairman John Lenart
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.

CC-2019-038

HA-2019-11 – Joint meeting of the City Council and Housing Authority regarding Fiscal Year 2019-2020 budget

- a. Presentation of proposed FY 2019-2020 Budget [**Finance**]
- b. Budget Committee Recommendations
- c. Five-Year Capital Improvement Program (CIP) [**Public Works**]
- d. Council Bill #R-2019-20 – Approving the 2019-2020 adjusted appropriations limit [**Finance**]
- e. Investment Policy [**Finance**]
- f. COPS Grant Expenditure Plan [**Finance**]
- g. Schedule "A" pertaining to contract with Sheriff's Department [**City Manager**]
- h. Extension of Annual Service Contracts for Fiscal Year 2019-2020 [**Public Works**]:
  1. Clean Street – Street Sweeping Services
  2. Gopher Patrol – Gopher Control Services
  3. Golden West Landscape – Landscape Services
  4. Loma Linda Heat & Air – HVAC Maintenance Services
  5. St. Francis Electric - Traffic Signal Maintenance Services
  6. Pristine Environments – Janitorial Services
  7. West Coast Arborists, Inc. – Tree Maintenance Service
  8. Adopt-a-Highway – Maintenance of On-Off ramps @ I-10 Freeway and Mt View Avenue
- i. Council Bill #R-2019-21 – Approving the Wildland Fire Protection Contract #3CA043297 between the California Department of Forestry and Fire Protection (CAL FIRE) and the City for Fiscal Year 2019-2020 in the amount of \$58,449.20 and authorize the Mayor or Mayor pro tempore to sign the contract pursuant to

Government Code 40601 [Fire]

- j. Council Bill #R-2019-22 - Adopting the 2019-2020 fiscal year budget
- k. LLHA Bill #R-2019-02 – Adopting the 2019-2020 fiscal year budget

Finance Director DeAnda presented the 2019-2020 Budget, which included the General Fund, the City as a whole (all funds) and the Housing Authority Budget. She noted one change to the general fund of \$12,900 and changes to beginning fund balances due to approved appropriations since the May 2 budget workshop. She highlighted the fund balances, unassigned and assigned general fund change in fund balance was a net positive \$24,000. She reviewed the revenue and expenditures, noting the large change in General Government due to the CalPERS unfunded liability payments in Fiscal Year 2019-2019 and presented the revenues and expenditures projected for all funds. The City was conservative in revenue projections and expenditures. She responded to questions.

Jay Gallant, Chairman of the Budget Committee presented the Committee's observations and comments. He thanked the City Manager, staff and employees for working together to present a balanced budget again this year. He noted the benefit of the unfunded liability payment to CalPERS made this current fiscal year. The Committee continued to express concern on increasing recurring and increasing nonrecurring expenses; reminded the City Council that the budget process should be viewed as a multi-year process. The Committee recommended that as much of the surplus as possible be placed in Committed Reserves after the decrease due to the unfunded liability payment to CalPERS; caution that adding personnel created recurring and increasing expenses; cautioned against use of "unrestricted" cash reserves for recurring operational expenses; recommended a multi-year budget; and the use of the Vehicle Replacement fund to account for and track vehicle replacement schedule.

City Manager Thaipejr then presented the Five-Year Capital Improvement Program, a planning document for both short-term and long-term capital improvements. The CIP was divided into seven major categories – Fleet, General Buildings, Parks and Recreation, Sewer, Storm Drains, Streets and Street Lights, and water. He reviewed the various funding sources and the limitations of each; the proposed projects over the five-year period, noting that funding for some projects sometimes spanned several years, depending upon the size and complexity of the project. He then reviewed projects for the next five years, focusing on those for this next fiscal year.

Finance Director DeAnda reviewed the resolution approving the Adjusted Appropriations Limit; the Investment Policy, COPS Grant Expenditure Plan, and Schedule "A" to the contract with the Sheriff's Department.

City Manager reviewed the extension of several Annual Service contracts with:

- Clean Street for street sweeping services
- Gopher Patrol for gopher control services
- Golden West Landscape for landscape services
- Loma Linda Heat and Air for HVAC maintenance services
- St. Francis Electric for traffic signal maintenance services
- Pristine Environments for janitorial services
- West Coast Armorists, Inc. for tree maintenance services
- Adopt-a-Highway for maintenance of I-10 Freeway on and off ramps at Mt. View Avenue, noting a slight increase in cost for additional weed control services

**Motion by Dupper, seconded by Popescu and carried to approve the Five-Year Capital Improvement Program; adopt Council Bill #R-2019-20 pertaining to the 2019-2020 Adjusted Appropriations Limit; approve the Investment Policy; COPS Grant Expenditure Plan; Extension of the Annual Service Contracts Clean Street for**

street sweeping services, Gopher Patrol for gopher control services, Golden West Landscape for landscape services, Loma Linda Heat and Air for HVAC maintenance services, St. Francis Electric for traffic signal maintenance services, Pristine Environments for janitorial services, West Coast Armorists, Inc. for tree maintenance services, Adopt-a-Highway for maintenance of I-10 Freeway on and off ramps at Mt. View Avenue with a slight increase in cost for additional weed control services; adopt Council Bill R-2019-21 approving the Wildland Fire Protection Contract; adopt Council Bill #R-2019-22 and LLHA Bill #R-2018-02 adopting the 2019-2020 City and Housing Authority Budgets.

**Resolution No. 3018**

A Resolution of the City Council of the City of Loma Linda, California, adopting an amended City Appropriation Limit for Fiscal Year 2019-2020 in accordance with the provisions of Division 9 of Title 1 of the California Government Code

**Resolution No. 3019**

A Resolution of the City Council of the City of Loma Linda, California, approving the Department of Forestry and Fire for services from July 1, 2019 to June 30, 2020

**Resolution No. 3020**

A Resolution of the City Council of the City of Loma Linda, California, adopting the final budget for the City of Loma Linda for the Fiscal Year commencing July 1, 2019 and ending June 30, 2020

**Resolution No. 43**

A Resolution of the Loma Linda Housing Authority establishing a final budget for Fiscal Year 2019-2020

**HA-2019-11 – Consent Calendar**

**Motion by Popescu, seconded by Dupper and carried unanimously to approve the following: (Lenart absent)**

The Demands Register dated May 28, 2019 with commercial demands totaling \$1,638.99;

The minutes of May 2 and 14, 2019 as presented.

The meeting adjourned at 7:50 p.m.

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

---

Secretary