

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF FEBRUARY 28, 2017

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 28, 2017 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 MARCH 14, 2017 meeting must be submitted in writing to the City Clerk no later than NOON, MONDAY, FEBRUARY 27, 2017

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**

1. Joint meeting of the City Council and Housing Authority Board regarding 2016-2017 Mid-Year Budget Review including expenditure appropriations and revenue adjustments [**City Manager/Finance**]

G. **Consent Calendar**

2. Demands Register
3. Minutes of January 10 & 24, 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: February 28, 2017

TO: Housing Authority Members

VIA: T. Jarb Thaipejr, Executive Director

FROM: Pamela Byrnes-O'Camb, Secretary

SUBJECT: Joint meeting of the City Council and Housing Authority Board regarding 2016-2017 Mid-Year Budget Review including expenditure appropriations and revenue adjustments

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

Please see City Council Item 20..



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: February 28, 2017

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
02/09/2017 11:18:55AM

Voucher List
CITY OF LOMA LINDA
02-14-2017 HA

Page: 1

Bank code : bofaha

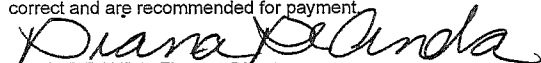
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1830	2/2/2017	002713	PREFERRED MANAGEMENT GROUP	25613	MONTHLY HOA DUES	135.00
					Total :	135.00
1831	2/7/2017	005456	THE STRICKLER ASSOCIATION	LL 1010	P-0000013436 CONSULTING SERVICES FOR HOUSIN	1,045.00
					Total :	1,045.00
1832	2/7/2017	002021	EQUIFAX INFORMATION SERVICES	4071988	P-0000013370 CREDIT MONITORING REPORT	40.84
					Total :	40.84
1833	2/14/2017	005240	CDW-GOVERNMENT	GRM1681 HA	P-0000013847 FIREWALL GATEWAY SECURITY	43.73
					Total :	43.73
1834	2/14/2017	001279	DAILY JOURNAL CORPORATION	B2962856	P-0000013364 LEGAL ADVERTISING NOTICE INVITING	378.40
					Total :	378.40
1835	2/14/2017	000336	FEDEX	5-674-05188	OVERNIGHT MAIL SERVICE	52.70
					Total :	52.70
1836	2/14/2017	004094	PAUL LEMAY, LEMAY CONSTRUCTION	2319	CARPENTRY REPAIRS	380.00
					Total :	380.00
1837	2/14/2017	000266	ROBBINS & HOLDAWAY, A PROFESSIONAL CC 32573		PROFESSIONAL/LEGAL SERVICES	41.56
					Total :	41.56
1838	2/14/2017	001799	STRADLING,YOCCA, CARLSON, & RAUTH	319483-0000	PROFESSIONAL/LEGAL SERVICES	1,670.10
				319484-0006	PROFESSIONAL/LEGAL SERVICES	1,054.80
				319485-0007	PROFESSIONAL/LEGAL SERVICES	77.70
					Total :	2,802.60
9	Vouchers for bank code :	bofaha			Bank total :	4,919.83
9	Vouchers in this report				Total vouchers :	4,919.83

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.
1830 through 1838 for a total
disbursement of \$ 4,919.83, 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
02-28-2017 and the City Treasurer is hereby directed
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist
02/23/2017 3:09:23PM

Voucher List
CITY OF LOMA LINDA
02-28-2017 HA

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1839	2/9/2017	005136 MARK & ROBIN BOYER	REQUEST		25530 PORTOLA LOOP/REFUND OF IMI	1,209.50
					Total :	1,209.50
1840	2/9/2017	005395 USBANK EQUIPMENT FINANCE	323099549-HA	P-0000013487	EQUIPMENT LEASE NEW AGREEMENT	41.69
					Total :	41.69
1841	2/14/2017	004260 SOUTHERN CALIFORNIA EDISON	STMT-1		10946 CABRILLO LOOP/ELECTRICITY S	88.82
					Total :	88.82
1842	2/23/2017	003628 U.S. BANK CORPORATE PYMNT SYS	4246044555650021-HA		10946 CABRILLO LOOP-HOME OWNER	515.56
					Total :	515.56
1843	2/28/2017	004547 ACSC	CHO 081927444-POLICY		10942 CABRILLO LOOP-HOME INS PRE	731.00
					Total :	731.00
1844	2/28/2017	005634 CIVICLIVE, WEST INTERACTIVE SERVICES	75320 HA	P-0000013882	RE-DESIGN OF CITY WEBSITE	118.79
					Total :	118.79
1845	2/28/2017	005476 FIRST AMERICAN SPECIALTY INS	CASH 341982-POLICY #		25408 DURANGO LOOP/HOME INS PRE	677.00
					Total :	677.00
1846	2/28/2017	003647 MID-CENTURY INSURANCE CO	92948-40-66 POLICY		10605 LIND AVE/DAVIS/HOME INS PREI	1,006.45
					Total :	1,006.45
1847	2/28/2017	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC 32736			PROFESSIONAL/LEGAL SERVICE	83.12
					Total :	83.12
1848	2/28/2017	004260 SOUTHERN CALIFORNIA EDISON	2-39-211-6398		ELECTRICITY SERVICE	21.71
					Total :	21.71
1849	2/28/2017	001799 STRADLING, YOCCA, CARLSON, & RAUTH	320641-0000 320642-0006		PROFESSIONAL/LEGAL SERVICE PROFESSIONAL/LEGAL SERVICE	5,573.00 146.50
					Total :	5,719.50
1850	2/28/2017	005456 THE STRICKLER ASSOCIATION	LL1011	P-0000013436	CONSULTING SERVICES FOR HOUSIN	1,760.00
					Total :	1,760.00

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12		Vouchers for bank code : bofaha			Bank total :	11,973.14
12		Vouchers in this report			Total vouchers :	11,973.14

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 1839 through 1850 for a total disbursement of \$ 11,973.14, 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 02-28-2017 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: February 28, 2017
TO: Housing Authority Members
VIA: T. Jarb Thaipejr, Executive Director
FROM: Pamela Byrnes-O'Camb, Secretary
SUBJECT: Minutes of January 10 and 24, 2017

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

It is recommended that the Housing Authority Board approve the minutes of January 10 and 24, 2017.

Loma Linda Housing Authority
Minutes
A Regular Meeting of January 10, 2017

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 7:47 p.m., Tuesday, January 10, 2017, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rhodes Rigsby Vice-Chairman 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.

CC -2017-001

LLHA-2017-008- Report to City Council and Housing Authority pertaining to META Housing application to County for HOME Funds

Assistant City Manager Bolowich indicated the report this evening was to respond to questions and put together a timeline of events to answer those questions. He continued, indicating that the original project was approved by the Planning Commission on August 7 and subsequently by the City Council on August 27, 2013 as an 88-unit, market rate complex on Van Leuven Street with Golden Eagle.

City Manager Thaipejr and Sheriff Lt. Walker reviewed ongoing revisions to the weekly Sheriff's activity report. City Council members indicated that it was important to see the details of various calls in order to be more informed about activities in the City. In January 2015 HOME Funds became available in San Bernardino County, with notices being sent to all consortium cities. The City of Loma Linda chose not to respond as the City was not interested in additional affordable housing at that time. At approximately the same time, Golden Eagle could not financially move forward with the project and put it on the market. All inquiries to the City regarding the sale were that the property was entitled for 88 units and that the expectation was that the property would be developed in accordance with the approved entitlement.

According to County records, META Housing contacted the San Bernardino County Housing Authority in February 2015 and in March 2015 City Staff was contacted by META Housing. They were informed that this was not the type of project that was envisioned for the site, but that there was not the type of project envisioned for the site, but that there was no statutory way to preclude them from proceeding and provided the same information as other inquiries, that the project was entitled for 88 units and that the expectation was that the property would be developed in accordance with the approved entitlement.

A time extension was requested by Golden Eagle and was approved by the Planning Commission and subsequently the City Council in July 2015. At that time, City Council was made aware that the project was on the market and there were several interested/potential buyers. In September 2015 META Housing purchased the project.

In September 2016, County staff contacted the City's Special Legal Counsel requesting a letter of support. The City and legal counsel were unaware until that time of the property transfer between Golden Eagle and META Housing.

The County of San Bernardino received 13 responses to their Notice for Funds Availability, which were reviewed and scored by the County. META Housing, Loma Linda Veterans LLC was ultimately selected. The City of Loma Linda was not a part of this process.

The developer is required to build the entitled project as approved by the City. The City has control over the building inspections and ultimate issuance of occupancy permits. Long term, the developer must provide annual reports to the County and HACSB and annual inspections are required and conducted by County staff. Veterans applying to the complex go through a screening process where need and eligibility are determined. Changes in status are evaluated and eligibility may change due to the change in status. Residents are subject to removal from the program for activities, which are illegal or disruptive to the community.

In response to questions, Mr. Bolowich indicated that the County was not required to notified the City about the application for funds. He also indicated that legally the City could not regulate the rents set by a landlord.

The meeting recessed at 8:07 p.m. and reconvened at 8:35 p.m.

HA-2017-02 – Consent Calendar

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

The Demands Register dated January 10, 2017 with commercial demands totaling \$137.12.

The Minutes of December 27, 2017 as presented.

The meeting adjourned at 8:36 p.m.

Approved at the meeting of _____, 2017.

Deputy Secretary

Loma Linda Housing Authority
Minutes
A Regular Meeting of January 24, 2017

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 7:10 p.m., Tuesday, January 24 2017, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rhodes Rigsby Vice-Chairman Dupper Ovidiu Popescu Ron Dailey
Board Members Absent:	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-2017-010

HA-2017-03 – Joint Public Hearing of the City Council and Housing Authority pertaining to the sale of 10946 Cabrillo Loop and approving a Housing Disposition Agreement

- a. LLHA Bill #R-2017-01 - Authorizing the sale of 10946 Cabrillo Loop to Andre Mixon and approving the Housing Disposition Agreement
- b. Council Bill #R-2017-01 - Consenting to the sale of 10946 Cabrillo Loop to Andre Mixon

City Manager Thaipejr presented the report and responded to questions. Deputy City Clerk indicated that the previous owner had, through negotiations with City Clerk Pamela Byrnes-O'Camb, had signed a deed in lieu of foreclosure, thus preventing the Housing Authority from having to proceed with the foreclosure process.

Mayor Rigsby opened the public hearing; no public comment was received and the public hearing was closed.

Motion by Dupper, seconded by Dailey and carried unanimously to approve LLHA Bill #R-2017-01 Authorizing the sale of 10946 Cabrillo Loop to Andre Mixon and approving the Housing Disposition Agreement and Council Bill #R-2017-01 consenting to the sale of 10946 Cabrillo Loop to Andre Mixon. Lenart absent.

LLHA Resolution No. 36

A resolution of the Loma Linda Housing Authority authorizing the sale of 10946 Cabrillo Loop to Andre Mixon and approving the Housing Disposition Agreement

Resolution No. 2917

A resolution of the City Council of the City of Loma Linda consenting to the sale of 10946 Cabrillo Loop to Andre Mixon

The Loma Linda Housing Authority recessed at 7:12 p.m. to allow completion of the City Council agenda and reconvened at 7:26 p.m.

Housing Authority Minutes
December 27, 2016
Page 2

No items were added or deleted and no public comments were offered upon invitation from the Mayor.

HA-2017-04 – Consent Calendar

Motion by Dailey, seconded by Dupper and unanimously carried to approve the following items: Lenart absent.

The Demands Register dated January 24, 2017 with commercial demands totaling \$17,551.84.

The meeting adjourned at 7:26 p.m.

Approved at the meeting of _____, 2017.

Deputy Secretary