

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF APRIL 11, 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, April 11, 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 May 9, 2017 meeting must be submitted in writing to the City Clerk no later than NOON, TUESDAY, APRIL 25, 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**

G. **Consent Calendar**

1. Demands Register
2. Minutes of February 28 and March 14, 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: April 11, 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
03/23/2017 4:44:44PM

Voucher List
CITY OF LOMA LINDA
03-28-2017 HA

Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1856	3/9/2017	005475 THE HARTFORD	55RBE842677 Policy #		25388 DURANGO LOOP/MARSHALL-INS	766.00
					Total :	766.00
1857	3/16/2017	005476 FIRST AMERICAN SPECIALTY INS	CASH 341982		25408 DURANGO LOOP/SITORUS/INSU	677.00
					Total :	677.00
1858	3/23/2017	000110 BURTRONICS BUSINESS SYSTEM	AR25344 HA	P-0000013681	FREIGHT FOR TONER CARTRIDGES	0.32
					Total :	0.32
1859	3/23/2017	000868 SBC TAX COLLECTOR	BILLS (8)		2016-17 ANNUAL SECURED PROPERTY	10,037.08
					Total :	10,037.08
1860	3/28/2017	005634 CIVICLIVE, WEST INTERACTIVE SERVICES	75804 HA	P-0000013882	RE-DESIGN OF CITY WEBSITE	118.79
					Total :	118.79
1861	3/28/2017	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC 32768			PROFESSIONAL/LEGAL SERVICES	83.13
					Total :	83.13
1862	3/28/2017	001799 STRADLING,YOCCA, CARLSON, & RAUTH	321954-0000		PROFESSIONAL/LEGAL SERVICES	3,185.00
					Total :	3,185.00
7 Vouchers for bank code : bofaha					Bank total :	14,867.32
7 Vouchers in this report					Total vouchers :	14,867.32

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.
1856 through 1862 for a total
disbursement of \$ 14,867.32, 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
04-11-2017 and the City Treasurer is hereby directed
to pay except as noted.

Rhodes Rigsby, Mayor

vchlist
04/05/2017 5:20:34PM

Voucher List
CITY OF LOMA LINDA
04-11-2017 HA

Page: 1

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1864	4/11/2017	000110 BURTRONICS BUSINESS SYSTEM	AR26060HA	P-0000013486	PRINTING OVERAGES	6.12
			AR26362HA	P-0000013681	FREIGHT FOR TONER CARTRIDGES	0.31
					Total :	6.43
1865	4/11/2017	000336 FEDEX	5-748-02654		COURIER SERVICE	26.79
					Total :	26.79
1866	4/11/2017	005395 USBANK EQUIPMENT FINANCE	327480539 HA	P-0000013487	EQUIPMENT LEASE NEW AGREEMENT	24.56
					Total :	24.56
3 Vouchers for bank code :		bofaha			Bank total :	57.78
3 Vouchers in this report					Total vouchers :	57.78

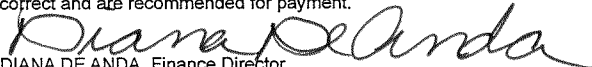
Page: 1

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.
1864 through 1866 for a total
disbursement of \$ 57.78, 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
April 11, 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: April 11, 2017
TO: Housing Authority Members
VIA: T. Jarb Thaipejr, Executive Director
FROM: Pamela Byrnes-O'Camb, Secretary
SUBJECT: Minutes of February 28 and March 14, 2017

Approved/Continued/Denied
By: Housing Authority
Date _____

RECOMMENDATION

It is recommended that the Housing Authority Board approve the minutes of February 28 and March 14, 2017.

Loma Linda Housing Authority
Minutes
A Regular Meeting of February 28, 2017

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 8:25 p.m., Tuesday, February 28, 2017, 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:	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-2017-021

HA-2017-05 – Joint meeting of the City Council and Housing Authority regarding 2016-2017 Mid-Year Budget review, including expenditure and revenue adjustments

The Housing Authority Board was called to order at 8:25 p.m. with all members present. Finance Director Diana DeAnda presented the item, stating that the Mid-Year Budget with the recommended changes was presented to the Budget Committee on February 15.

She indicated the information provided to the City Council included the proposed revenue adjustments and appropriation requests. She continued, recapping the Fiscal Year 2015-2016 beginning and ending fund balances and reviewing the Fiscal Year 2016-2017 current vs adopted budget and the mid-year vs current budget general fund.

She identified the increase in the General Fund balance for Fiscal Year 2015-2016 of \$1,462,611 was due to additional revenues for property taxes and charges for services, as well as the one-time end of the triple flip, operational savings and the delay in timing of the purchase of the fire engine deferred to the 2016-2017 fiscal year. She also indicated that the funding source for the purchase of the fire engine from General Fund to Special Projects.

Fiscal Year 2016-2017 included additions to the beginning fund balance and additional uses throughout the year include added police services for the contact with Loma Linda University Health, update to the City's website, street light pole replacement, traffic signal battery backup, and tree trimming costs.

Changes to the General Fund Revenues included decreases in the taxes and assessments and licenses and permits, with an increase in fines and forfeits, use of money and property, intergovernmental, charges for services (revenue for public safety contract with Loma Linda University Health) and other revenues (refunds and reimbursement for fire strike team activity and workers compensation), and a slight decrease in operating transfer in.

Proposed General Fund mid-year appropriation recommendations included salary redirection to cover changes in the City Clerk's department, Parking Enforcement/Animal Control officer promotion, temporary assistance during maternity absence, and Field Maintenance Technician II promotions; increase to contract services for employee contract negotiations; police services to cover COLA increases

subsequent to approval of the contract with Loma Linda University Health; various previously deferred vehicle replacements; various IT upgrades and replacements of equipment; training costs; various fire department upgrades and replacement of equipment; and traffic signal repairs. Proposed adjustments to Enterprise Capital Funds to cover operational expenditures due to ongoing LLCCP negotiations; various previously deferred vehicle replacements; IT upgrades/replacements; accounting software upgrades/replacements; re-appropriation of funding for the purchase of a fire engine; as well as adjustments to Overhead due to additions requested.

City Manager Jarb Thaipejr responded to questions from the City Council and thanked the Budget Committee members in attendance.

Discussion ensued regarding the number of replacement vehicles. Councilman Popescu commented that a bulk of the proposed additional expenses were to replace vehicles that had been previously deferred and commended staff for saving in previous years.

Motion by Popescu, seconded by Dailey and unanimously carried to approve the expenditure appropriations and revenue adjustments to the City and Housing Authority budgets as presented.

The Loma Linda Housing Authority recessed at 8:50 p.m. to allow completion of the City Council agenda and reconvened at 9:56 p.m.

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

HA-2017-06 – Consent Calendar

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

The Demands Register dated February 14, 2017 with commercial demands totaling \$4,919.83.

The Demands Register dated February 26, 2017 with commercial demands totaling \$11,973.14.

The minutes of January 10 and 24, 2017 as presented.

The meeting adjourned at 9:56 p.m.

Approved at the meeting of _____, 2017.

Secretary

Loma Linda Housing Authority
Minutes
A Regular Meeting of March 14, 2017

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 8:10 p.m., Tuesday, March 14, 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.

HA-2017-07 – Consent Calendar

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

The Demands Register dated March 14, 2017 with commercial demands totaling \$1,531.05.

The meeting adjourned at 8:11 p.m.

Approved at the meeting of _____, 2017.

Secretary