

**MINUTES OF THE
LOMITA HOUSING AUTHORITY
REGULAR MEETING
TUESDAY, MAY 4, 2021**

PURSUANT TO STATE OF CALIFORNIA EXECUTIVE ORDER N-29-20 ISSUED ON MARCH 17, 2020, THE PUBLIC AND COMMISSION PARTICIPATED IN THIS MEEING IN PERSON AND VIA TELECONFERENCE.

1. OPENING CEREMONIES

a. Call Meeting to Order

The Lomita Housing Authority meeting was called to order by Chair Waronek at 5:45 p.m., on Tuesday, May 4, 2021.

b. Roll Call

PRESENT: Commissioners: Gazeley, Hart, Uphoff, Waite, Vice-Chair Segawa and Chair Waronek (*Commissioners Gazeley, Waite and Hart attended via Zoom.*)

ABSENT: Commissioner Louviere

STAFF PRESENT: Executive Director Smoot, Deputy Executive Director Sugano, General Counsel Rusin, Administrative Services Director Kamada, Administrative Analyst Contreras, and Deputy Secretary Gregory

2. ORAL COMMUNICATIONS

Chair Waronek announced the time for oral communications. There being no requests to speak, Chair Waronek closed oral communications.

3. COMMISSIONER COMMENTS

Commissioner Hart stated that there was a vaccine clinic held for the residents at Lomita Manor that were not able to get out. She also stated that the floor in the recreation room has been replaced and residents are eager to get back together. She also thanked the City and Council for hosting the food drive.

4. CONSENT AGENDA

Chair Waronek announced that all items under the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There may be separate discussion of these items prior to the time the Housing Authority votes on the motion. Specific items may be removed from the Consent Agenda at the request of any Commissioner or staff.

Vice-Chair Segawa made a motion, seconded by Commissioner Waite to approve Consent Calendar Items 4 a-d.

MOTION CARRIED by the following roll call vote:

AYES: Commissioners: Gazeley, Hart, Uphoff, Waite, Vice-Chair Segawa and Chair Waronek

NOES: None

ABSENT: Commissioner Louviere

- a) Approval of the Regular Housing Authority Minutes of March 2, 2021

RECOMMENDED ACTION: Approve minutes.

Approved the recommended action.

- b) Lomita Manor February through March 2021 Financial Documents

RECOMMENDED ACTION: Approve the Monthly Financial documents.

Approved the recommended action.

- c) Lomita Manor March through April 2021 Monthly Activity Report

RECOMMENDED ACTION: Receive and file the report.

Approved the recommended action.

- d) Approval and Submission of the Annual PHA Plan and Annual Certification Forms to HUD

RECOMMENDED ACTION: Approve the proposed Annual PHA Plan and Annual Certification Forms for submission to the Los Angeles Field Office of the U.S. Department of Housing and Urban Development (HUD).

Approved the recommended action.

SCHEDULED ITEMS

5. DISCUSSION AND CONSIDERATION TO APPROVE THE LOMITA MANOR OPERATING BUDGET FOR FISCAL YEAR 2021-2022

RECOMMENDED ACTION: Approve the Lomita Manor Operating Budget for Fiscal Year (FY) 2021-2022.

Administrative Analyst Contreras presented the staff report per the agenda material. She stated that the Housing Authority is required to submit a budget annually to HUD for Lomita Manor. The proposed Operating Budget details the anticipated revenues and expenses for the upcoming fiscal year. The projected cost of operating Lomita Manor for the

upcoming fiscal year is \$446,230 with a contingency of \$14,818 for unplanned expenses during the course of the fiscal year. Any unused funding would remain within the budget at the end of the fiscal year if unspent in addition to the \$519,448 currently in the operating reserve.

Commissioner Uphoff made a motion, seconded by Commissioner Waite to approve the Lomita Manor Operating Budget for Fiscal Year (FY) 2021-2022.

MOTION CARRIED by the following roll call vote:

AYES: Commissioners: Gazeley, Hart, Uphoff, Waite, Vice-Chair Segawa and Chair Waronek

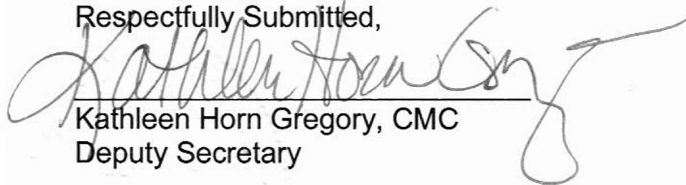
NOES: None

ABSENT: Commissioner Louviere

6. ADJOURNMENT

There being no further business to discuss, Chair Waronek adjourned the meeting at 5:55 p.m.

Respectfully Submitted,



Kathleen Horn Gregory, CMC
Deputy Secretary

Adopted: July 6, 2021