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Americans with Disabilities Act ("ADA"): In compliance with the ADA, if you need special assistance to participate in the meeting, please contact the Office of the City Clerk at (323) 583-8811. Notification of at least 24 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Agenda
Regular Meeting of the Vernon Housing Commission
Wednesday, September 14, 2016, 6:00 p.m.
Council Chambers
4305 Santa Fe Avenue
Vernon, CA 90058



Melissa Ybarra, Vice Chairperson
Hector Garcia, Commissioner
John Kriste, Commissioner
Steven Froberg, Commissioner
Kyle Cooper, Commissioner
Steven Florman, Commissioner
Frank Gavina, Commissioner

CALL TO ORDER & FLAG SALUTE

CHANGES TO THE AGENDA

PUBLIC COMMENT - At this time the public is encouraged to address the Vernon Housing Commission on any matter that is within the subject matter jurisdiction of the Commission. The public will also be given a chance to comment on matters which are on the posted agenda during Commission deliberation on those specific matters.

ELECTION

1. [Election of Chairperson and Vice Chairperson to Serve until the Next Annual Election in September 2017](#)

Recommendation:

(Items A-C)

- A. Find that election of chairperson and vice chairperson does not constitute a "project" pursuant to section 15378(b)(2) of the Guidelines to the California Environmental Quality Act ("CEQA"), because it constitutes an administrative activity; and even if the adoption of the proposed

resolution did constitute a project, it would be exempt from CEQA in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and

- B. Elect one of its members as Chairperson for a one year term; and
- C. Elect one of its members as Vice Chairperson for a one year term.

PRESENTATION

2. [Status of City Housing Improvements](#)

Presented by: Scott B. Rigg, Public Works and Water Superintendent

MINUTES

3. [Minutes of the Regular Vernon Housing Commission Meeting held March 9, 2016](#)

4. [Minutes of the Regular Vernon Housing Commission Meeting held June 8, 2016](#)

NEW BUSINESS

5. [Consideration of Financial Hardship Application from Tenant](#)

Recommendation:

- A. Find that the request to evaluate the appeal process for an existing financial hardship is exempt from the California Environmental Quality Act ("CEQA"), because the evaluation of such financial hardship is a continuing administrative activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a "project" as defined by CEQA Guidelines Section 15378, and that even if such were a project, it would be exempt in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Receive and file Financial Hardship Application from Tenant; and
- C. Deny the request to grant an accommodation, confirming that the Tenant is not suffering a financial hardship, as defined in the Transitional Hardship policy adopted by the Vernon Housing Commission.

6. [Status of Pest and Rodent Control Programs](#)

Recommendation:

- A. Receive and file a summary report on the status of the City of Vernon Rodent and Pest Control.

7. [2016 Tenant Satisfaction Surveys to all City-Owned Housing Units](#)

Recommendation:

- A. Find that the recommendation to administer a Tenant Satisfaction Survey is exempt under the California Environmental Quality Act (“CEQA”) because such is not a “project” as that term is defined in the CEQA Guidelines section 15378, and even if it were a project, it would still be exempt in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Provide staff with any input regarding the 2016 Tenant Satisfaction Survey; and
- C. Approve the attached 2016 Tenant Satisfaction Survey for tenants in City-Owned Housing with recommendations provided by the Commission.

DISCUSSION AND POSSIBLE DIRECTIVES TO STAFF

8. [Consideration of Procedures Regarding Temporary Relocation of Leasees and Authorized Occupants and Procedures Regarding Unit-to-Unit Transfers](#)

Recommendation:

- A. Find that consideration of the Procedures Regarding Temporary Relocation of Leasees and Authorized Occupants and the Unit-to-Unit Transfer policies are exempt from California Environmental Quality Act (“CEQA”) review, because the activity, which is purely administrative in nature, does not constitute a “project” as that term is defined under CEQA Guidelines Section 15378, and even if it were a project, it would be categorically exempt from CEQA review in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Direct staff to modify the Procedures Regarding Temporary Relocation of Leasees and Authorized Occupants and Procedures Regarding Unit-to-Unit Transfers.

9. [Consideration of Status of the City-Owned Housing Units in Huntington Park](#)

Recommendation:

- A. Find that the actions recommended in this staff report do not constitute a “project” pursuant to section 15378(b)(2) of the Guidelines to the California Environmental Quality Act (“CEQA”), because such recommendations constitute an administrative activity; and even if the adoption of the proposed items did constitute a project, it would be exempt from CEQA in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and
- B. Make a recommendation to the City Council to sell the two remaining City-owned housing units at 6010 Oak Street and 2915 E. 60th Place in the City of Huntington Park at fair market value.

10. City-Owned Housing Compliance with the Federal Americans with Disabilities Act (ADA) and Related Laws

Recommendation:

- A. Receive and file a summary report on the status of all City-owned housing units regarding compliance with the Federal Americans with Disabilities Act.

ORAL REPORTS, PRESENTATIONS & COMMENTS FROM STAFF AND COMMISSION MEMBERS

- 11. Quarterly Housing Report to be presented by Public Works, Water & Development Services Staff.
- 12. Brief reports, announcements, or directives to staff from the Commissioners and Commission Officers.
- 13. Upcoming Meetings:
 - A. Next regular meeting: December 14, 2016 at 6:00 p.m.

SECOND PUBLIC COMMENT - The public is encouraged to address the Vernon Housing Commission on any matter that is within the subject matter jurisdiction of the Commission.

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Vernon City Hall, located at 4305 Santa Fe Avenue, Vernon, California, and on the City's website, not less than 72 hours prior to the meeting set forth on this agenda. Dated this 8th day of September, 2016.

By: _____
Maria E. Ayala, CMC
Secretary

RECEIVED

SEP 08 2016

CITY CLERK'S OFFICE



RECEIVED

SEP 07 2016

CITY ADMINISTRATION

CF 9-7-16

STAFF REPORT
CITY CLERK DEPARTMENT

DATE: September 14, 2016

TO: Honorable Members of the Vernon Housing Commission

FROM: Maria E. Ayala, City Clerk *MEA*
Originator: Matthew Ceballos, Deputy City Clerk

RE: Election of Chairperson and Vice Chairperson to serve until the next annual election in 2017
September

Recommendation

- A. Find that election of chairperson and vice chairperson does not constitute a "project" pursuant to section 15378(b)(2) of the Guidelines to the California Environmental Quality Act ("CEQA"), because it constitutes an administrative activity; and even if the adoption of the proposed resolution did constitute a project, it would be exempt from CEQA in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and
- B. Elect one of its members as Chairperson for a one year term; and
- C. Elect one of its members as Vice Chairperson for a one year term.

Background

It is recommended that the Vernon Housing Commission conduct its annual election of Chairperson and Vice Chairperson pursuant to the Vernon Municipal Code.

Section 2.124(a) of the Vernon Municipal Code states that "[t]he Commission shall have a Chairperson and Vice Chairperson, who shall be from different appointing categories pursuant to section 2.122."

Section 2.124(b) of the Vernon Municipal code states that "[t]he Commission members shall elect the Chairperson and Vice Chairperson at its first meeting and annually thereafter. No Commission member may serve as Chairperson for more than two (2) consecutive terms. The Chairperson shall preside over all Commission meetings and shall have the power to appoint subcommittees and the presiding chairs of those subcommittees. The Vice Chairperson shall, in the absence of the Chairperson, perform the duties of the Chairperson."

Appointment Categories	Members
Council Member (1)	1. Melissa Ybarra
Resident Representative (2)	1. Steven Froberg 2. John Kriste
Employee of a Business (1)	1. Hector Garcia
Business Representative (3)	1. Kyle Cooper 2. Frank Gavina 3. Steve Florman

Fiscal Impact

None.

Attachment(s)

None.

RECEIVED

SEP 08 2016

CITY CLERK'S OFFICE



RECEIVED

SEP 08 2016

CITY ADMINISTRATION

CF/DF

STAFF REPORT

PUBLIC WORKS, WATER & DEVELOPMENT SERVICES DEPARTMENT

DATE: September 14, 2016

TO: Honorable Vernon Housing Commission

FROM: Derek Wieske, Director of Public Works Water and Development Services *DW*
Originator: Scott B. Rigg, Public Works and Water Superintendent *SBR*

RE: Status of City Housing Improvements

Recommendations:

It is recommended that the Housing Commission receive and file a summary report on the status of the City of Vernon owned housing improvements.

Discussions

In April of 2016, staff performed the annual inspection of all City-owned housing units and City owned apartments units. At the conclusion of the inspections, fifteen City-owned single family housing units and four City-owned apartments units were found to be in generally good condition needing only minor repairs. However, two City-owned housing units, in particular, had sustained significant damage to the interior structure and appliances. In order to address the needed repairs and replacements in a timely and efficient fashion, staff performed a majority of the maintenance work in-house. Staff is pleased to report that all in-house work has been completed. However, extensive work such as roof replacements was contracted out due to specialized equipment needed for this type of work.

In addition, staff analyzed the remaining interior work to be completed. A vast majority of the structural work needs to be performed in the interior sections of the City Housing units. This work includes, but is not limited to the replacement of cabinets, counters, sinks, and flooring. Over the past few months, it has taken considerable time to identify quality products that will not only conform to the theme of each unit, but will also serve to enhance the overall beauty of individual housing units. Staff recently reached out to the tenants living in units that are in need of extensive interior work as the interior work will be an inconvenience to the tenants with various levels of demolition required to remove the existing appurtenances. Staff was able to speak directly to a vast majority of tenants who had a favorable response to the required work. However, some tenants recommended that the work begin in the kitchen area and progress to the bedrooms to lessen the impact of the work.

At this point, staff is confident that all of the contracted out repair work will be completed at each unit by December 30, 2016. Staff is currently waiting for estimates for much of the contract which has resulted in some delays. It should be noted that staff has identified two units as having sustained significant tenant neglect. The estimated cost for the repair work is approximately \$42,100. Staff will issue letters to the subject tenants advising them of the damage and repair costs associated with the neglect.

A summary report on status of the City-owned housing unit improvements, is listed in Attachment Nos. 1 & 2.

Attachments:

1. Attachment No. 1 – Status of In-Housing Unit Maintenance Improvements
2. Attachment No. 2 – Status of Contract Work for Housing Unit Maintenance Improvements

STATUS OF IN-HOUSE UNIT MAINTENANCE IMPROVEMENTS

ADDRESS	ITEM	WORK STATUS IN HOUSE	APPROXIMATE COST
Unit 1	Paint Handrail	Completed	\$100
Unit 2	Weather Strip Backdoor Paint Handrail	Completed Completed	\$150 \$100
Unit 3	Replace Ice Maker Paint Bathroom Paint Handrail Disabled Ramp	Completed Completed Completed Completed	\$125 \$1,200 \$100 \$2,819
Unit 4	Paint Front/Rear Doors & Replace Weather Strip	Subtotal Completed	\$4,244 \$225
Unit 5	Contract - See Attachment No. 2	Subtotal	\$225
Unit 6	Contract - See Attachment No. 2		
Unit 7	Paint Interior Doors	Completed	\$500
Unit 8	Living Room: Replace Broken Wall Plate Dining Room: Replace Light Fixture Replace Strike Plate Bedroom No. 1 Paint Handrail	Subtotal Completed Completed Completed Completed	\$500 \$500 \$60 \$160 \$75 \$100 \$395
Unit 9	Toilet Paper Dispenser Paint Handrails Replace Microwave Hood Replace Kitchen Light Fixture	Subtotal Completed Completed Completed Completed	\$50 \$100 \$3,000 \$200 \$3,350
Unit 10	Clean Rain Gutters	Subtotal Completed	\$200 \$200
Unit 11	Clean Rain Gutters	Subtotal Completed	\$200 \$200

STATUS OF IN-HOUSE UNIT MAINTENANCE IMPROVEMENTS

Unit 12	Disabled Ramp	Subtotal	\$200
	Paint Bathroom Walls & Ceiling	Completed	\$2,819
	Install Grab Bars in Shower Area	Completed	\$500
	Replace Light Fixture in Bathroom	Completed	\$300
	Replace Anti-Skid Tape on Steps	Completed	\$120
	Clean Rain Gutters	Completed	\$160
		Completed	\$100
		Subtotal	\$3,999
Unit 13	Clean Rain Gutters	Completed	\$100
		Subtotal	\$100
Unit 14	Paint Living Room Base Boards	Completed	\$120
	Paint Bathroom	Completed	\$500
	Replace Microwave Vent Cover	Completed	\$200
	Replace Mini Blinds - Bedroom No. 1	Completed	\$140
	Paint Laundry Room Door & Mini Blinds	Completed	\$145
	Paint Handrail	Completed	\$100
	Clean & Secure Rain Gutters	Completed	\$200
	Power Wash Exterior	Completed	\$800
		Subtotal	\$2,205
Unit 15	Paint Handrail	Completed	\$100
	Clean Rain Gutters	Completed	\$200
	Power Wash Exterior	Completed	\$800
		Subtotal	\$1,100
Unit 16	Paint Front Door	Completed	\$125
	Replace Faucet Screens	Completed	\$100
	Patch & Paint Dining Room Ceiling	Completed	\$300
	Replace Ice Maker	Completed	\$140
		Subtotal	\$665
Unit 17	Replace Weather Strip Front Door	Completed	\$75
	Paint Front Door	Completed	\$120
		Subtotal	\$195
Unit 18	Replace Front Door Weather Strip	Completed	\$75
	Caulk Bath Tub	Completed	\$50

STATUS OF IN-HOUSE UNIT MAINTENANCE IMPROVEMENTS

	Replace Mini Blinds Bedroom Nos. 1 & 2	Completed	\$280
		Subtotal	\$405
Unit 19	Paint Ceiling in Dining Room	Completed	\$300
		Subtotal	\$300
		Grand Total	\$18,433

STATUS OF CONTRACTED WORK - UNIT MAINTENANCE IMPROVEMENTS

UNIT NO	MODEL	RM*	ITEM	WORK STATUS CONTRACT	TENANT NEGLECT YES / NO	COST	REASON FOR DELAY	ESTIMATED COMPLETION DATE
Unit 1	3bd House	Yes	Carpet Replacement	Not Completed	No	Subtotal \$3,000	Waiting for estimates	31-Oct-16
Unit 2	3bd House	Yes	In House - See Attachment No. 1					
Unit 3	2bd House	Yes	In House - See Attachment No. 1					
Unit 4	2bd House	No	Replace Roof	Completed	No	\$12,000	Waiting for estimates	12/30/16
			Replace Kitchen & Pantry Flooring	Not Completed	No	\$5,000	Waiting for estimates	12/30/16
			Kitchen Cabinets & Counter Tops	Not Completed	No	\$12,000	Waiting for estimates	12/30/16
			Bathroom & Vanity Flooring	Not Completed	No	\$5,000	Waiting for estimates	12/30/16
			Insulation	Not Completed	No	\$2,850		
						Subtotal \$36,850		
Unit 5	3bd House	No	Replace Roof	Completed	No	\$12,000		
			Kitchen Cabinets	Not Completed	No	\$12,000	Waiting for estimates	11/30/16
			Kitchen & Pantry Flooring	Not Completed	No	\$5,000	Waiting for estimates	11/30/16
			Kitchen Counter Top & Sink	Not Completed	No	\$4,000	Waiting for estimates	11/30/16
			Insulation	Not Completed	No	\$3,100		9/30/16
						Subtotal \$36,100		

STATUS OF CONTRACTED WORK - UNIT MAINTENANCE IMPROVEMENTS

Unit 6	2bd House	No	New Roof	Completed	No		\$12,000			
			Kitchen & Pantry Flooring	Not Completed	No		\$5,000		Waiting for estimates	12/30/16
			Kitchen Cabinets	Not Completed	No		\$12,000		Waiting for estimates	12/30/16
			Kitchen Counter Top & Sink	Not Completed	No		\$4,000		Waiting for estimates	12/30/16
			Paint Bathrooms	Not Completed	No		\$2,400		Waiting for estimates	8/15/16
			Bathroom Cabinets & Flooring	Not Completed	No		\$4,000		Waiting for estimates	12/30/16
			Carpet Replacement	Not Completed	No		\$3,000		Waiting for estimates	12/30/16
			Insulation	Not Completed	No		\$1,400			9/30/16
							Subtotal			
							\$43,800			
Unit 7	2bd House	No	Carpet Replacement	Not Completed	No		\$3,000		Waiting for estimates	11/30/16
			Kitchen Cabinets	Not Completed	No		\$12,000		Waiting for estimates	11/30/16
			Kitchen Counter Top & Sink	Not Completed	No		\$4,000		Waiting for estimates	11/30/16
			Kitchen & Pantry Flooring	Not Completed	No		\$4,000		Waiting for estimates	11/30/16
			Bathroom Cabinets, Sink & Flooring	Not Completed	No		\$6,000		Waiting for estimates	11/30/16
							Subtotal			
							\$29,000			
Unit 8	3bd House	Yes	Paint Interior	Not Completed	Yes		\$4,000		Waiting for estimates	11/30/16
			Replace Kitchen Cabinets	Not Completed	Yes		\$12,000		Waiting for estimates	11/30/16
			Kitchen Counter Top	Not Completed	Yes		\$3,000		Waiting for estimates	11/30/16

STATUS OF CONTRACTED WORK - UNIT MAINTENANCE IMPROVEMENTS

			Replace Two Bathroom Sinks & Faucets	Not Completed	Yes		Subtotal	\$500	Waiting for estimates	11/30/16
								\$19,500		
Unit 9	2bd House	Yes	Repair & Paint Front/Rear Exterior Doors	Not Completed	Yes			\$200	Waiting for estimates	11/30/16
			Repair & Paint Interior Walls	Not Completed	Yes			\$5,000	Waiting for estimates	11/30/16
			Repair & Paint Interior Doors	Not Completed	Yes			\$500	Waiting for estimates	11/30/16
			Replace Shower Door	Not Completed	Yes			\$800	Waiting for estimates	11/30/16
			Replace Light Fixture & Fan	Not Completed	No			\$160	Waiting for estimates	11/30/16
			Replace Cabinets & Counter Top	Not Completed	Yes			\$12,000	Waiting for estimates	11/30/16
			Repair Hardwood Floors	Not Completed	Yes			\$4,000	Waiting for estimates	11/30/16
							Subtotal	\$22,660		
Unit 10	3bd House	Yes	Trim Tree in Backyard	Completed	No			\$200		
Unit 11	3bd House	Yes	In House - See Attachment No. 1							
Unit 12	3bd House	No	Kitchen & Pantry Flooring	Not Completed	No			\$4,000	Waiting for estimates	11/30/16
			Sliding Entrance Gate	Completed	No			\$3,090		
			Carpert Replacement - Living Room/Dining Room	Not Completed	No			\$6,000	Waiting for estimates	11/30/16
							Subtotal	\$13,090		

MINUTES OF THE REGULAR VERNON HOUSING COMMISSION
MEETING HELD WEDNESDAY MARCH 9, 2016, IN THE COUNCIL
CHAMBER OF THE CITY HALL LOCATED AT 4305 SANTA FE
AVENUE, VERNON, CALIFORNIA

MEMBERS PRESENT: Michael Hughes, Melissa Ybarra, Hector Garcia, John Kriste, Kyle Cooper, and Steven Froberg

MEMBERS ABSENT: Steven Florman

The meeting was called to order by Chair Hughes at 6:00 p.m. Commissioner Garcia led the flag salute. City Clerk Maria E. Ayala conducted roll call.

CHANGES TO THE AGENDA

City Clerk Maria Ayala announced that there were no changes to the agenda.

PUBLIC COMMENT

Chair Hughes announced this was the time allotted for public comment and inquired whether anyone in the audience wished to address the Commission. The public will also be given a chance to comment on matters which are on the posted agenda during Commission deliberation on those specific matters.

Stuart Leviton, Legal Counsel to the Commission, reminded the Commission and audience that this section of the Agenda was for public comment on items that were not already included on the agenda.

No public comment provided.

MINUTES

1. Corrected Minutes of the Regular Vernon Housing Commission Meeting held September 9, 2015.

It was moved by Ybarra and seconded by Garcia to approve Minutes of the Regular Vernon Housing Commission Meeting held September 9, 2015. Motion carried, 5-0.

2. Minutes of the Regular Vernon Housing Commission Meeting held December 9, 2015.

It was moved by Ybarra and seconded by Garcia to approve Minutes of the Regular Vernon Housing Commission Meeting held December 9, 2015. Motion carried, 5-0.

3. Minutes of the Special Vernon Housing Commission Meeting held February 10, 2016.

It was moved by Ybarra and seconded by Garcia to approve Minutes of the Regular Vernon Housing Commission Meeting held February 10, 2016. Motion carried, 5-0.

Commissioner Cooper entered the meeting at 6:03 p.m.

NEW BUSINESS

4. Amendments to Section 2 of Form Residential Lease relating to “Term”

Recommendation:

- A. Find that the proposed amendments to the form Residential Lease are exempt from the California Environmental Quality Act (“CEQA”), because such amending of a lease is a continuing administrative activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a "project" as defined by CEQA Guidelines Section 15378, and that even if such were a project, it would be exempt in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Approve amendments to Section 2 of the form Residential Lease relating to the “Term” of the Lease.

Mr. Leviton and Interim City Administrator A.J. Wilson reported on the proposed.

An in-depth dialogue ensued between the Commission and staff regarding the following: monetary figures, duration of “term”, history, and options regarding the “Term” of the Lease.

Public Comment:

Marisa Olguin (Vernon Chamber of Commerce)

Had questions regarding the current lease term structure; the amount of tenants currently on a month-to-month lease; and were there existing issues with tenants on a month-to-month lease.

Susie Ybarra (Resident)

Had a question regarding the credit check process, and inquired if the tenants renew the one year lease.

Deputy City Administrator Kristen Enomoto explained the credit check process.

A dialogue ensued amongst the Commission, legal counsel and staff regarding the following points: clarification of the term process; and specifying the language of the lease agreement.

Monica Rodriguez (Resident)

Stated she was discouraged by a City staff member to renew her lease, subsequently left her lease as month to month.

Angelica Canalas (Resident)

Stated she was never given the option of any other terms upon lease renewal, only a one year term.

Deputy City Administrator Enomoto provided responses and information to both Ms. Rodriguez and Canales.

Interim City Administrator Wilson explains the benefits of uniformity regarding lease terms.

Carol Menke (Resident)

Stated that she felt the proposed lease terms may lead to non-renewals.

Mr. Leviton explained to further clarify the lease terms.

It was moved by Froberg to approve amendments to Section 2 of the form Residential Lease relating to the "Term" of the Lease. Motion failed for lack of a second.

PUBLIC HEARING

5. Public Hearing Regarding Preliminary 5-Year Market Rent Schedule for all City-Owned Housing Units in Vernon

Recommendation:

- A. Find that the review of the Preliminary 5-Year Market Rent Schedule is exempt from the California Environmental Quality Act ("CEQA"), because such review is a continuing administrative activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a "project" as defined by CEQA Guidelines Section 15378, and that even if such were a project, it would be exempt in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Hold a public hearing on the Preliminary 5-Year Market Rent Schedule to obtain oral and written testimony.
- C. Hold a discussion regarding the Preliminary 5-Year Market Rent Schedule based on any testimony provided during the public hearing.

- D. Provide direction to staff regarding what the Commission would like to consider for adoption or further discussion at the special Housing Commission meeting slated for April 6, 2016.

Interim City Administrator Wilson gave an overview on the proposed.

Deputy City Administrator Kristen Enomoto reported on the proposed.

Chair Hughes opened the public hearing at 7:08 p.m.

Public Comment

Ms. Menke spoke in opposition of the rent increase, citing the adverse environmental conditions.

Ms. Ybarra spoke in opposition of the rent increase.

William Davis, Resident, spoke against the rent increase, asked the Housing Commission to vote down the proposed.

Delphia Garza, Resident, spoke in opposition of the rent increase.

Diana Gonzales, Resident, spoke in opposition of the rent increase.

Leticia Lopez, Resident, spoke in opposition of the rent increase.

Ms. Olguin wanted to know if environmental hazards have been included in the rate study and the methodology of the study.

Ms. Canales spoke in opposition of the rent increase.

Ms. Rodriguez spoke in opposition of the rent increase.

Ms. Olguin further commented that any revenues and expenditure regarding City rental property should be outlined and detailed in the citywide budget.

Mr. Davis reiterated his opposition to the rent increase.

Chair Hughes commented on the purpose of the appraisals conducted being to find a fair rental amount. He also spoke about the lead contamination not being part of the appraisal.

Interim City Administrator Wilson provided additional information the Chair Hughes' comments.

Commissioner Garcia explained that the rental increase figures were created by a subcommittee, and suggested forming another subcommittee to take into account lead contamination as well as other issues affecting rental rates.

Chair Hughes suggested reevaluating the new aspects brought to light.

Ms. Menke spoke about the rodent infestation and methodology used in the rent study.

Chair Hughes closed the Public Hearing at 8:01 p.m

Commissioner Garcia suggested starting a subcommittee, Chair Hughes agreed.

A subcommittee of Vice Chair Ybarra and Commissioner Garcia was formed.

No action was taken on this item.

DISCUSSION AND POSSIBLE DIRECTIVES TO STAFF

6. Review of existing transitional/financial hardship procedures and discussion regarding potential modifications to said procedures.

(Item Attachment: *Vernon Housing Commission Appeal Procedures for Existing Tenants Experiencing Transitional Hardship, Adopted July 18, 2012*)

Interim City Administrator Wilson provided a review of the procedures.

Ybarra wanted it noted that elderly residents do not have the income to sustain the rent and wanted to look into an ongoing financial hardship relief. Interim City Administrator Wilson suggested a separate housing assistance program rather than using a temporary process.

Chair Hughes requested the topic of housing assistance be agendized for a future meeting.

7. Update on City Housing Budget.

Interim City Administrator Wilson provided the update.

Ybarra requested agenzizing the possible restructuring of the City Housing Budget.

8. Creation of a Permanent One-time Relocation Priority Interest List for the Six Tenants in Non-remodeled City-owned Housing Units. (Staff Report distributed on March 7, 2016).

Recommendation:

- A. Find that the creation of a Permanent Relocation Priority Interest List for tenants in non-remodeled units is exempt from the California Environmental Quality Act ("CEQA"), because the creation of such a list is a continuing administrative activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a "project" as defined by CEQA Guidelines Section

15378, and that even if such were a project, it would be exempt in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and

- B. Authorize staff to create a ~~Permanent~~ One-time Relocation Priority Interest List for the six tenants in non-remodeled City-owned housing units, related to the 2016 Housing Remodel Project currently under consideration by the City Council.

City Clerk Maria Ayala announce a change to the item recommendation, noting it should say “One-time” and not “Permanent”.

Deputy City Administrator Enomoto reported on the proposed.

Mr. Levinson clarified about the process.

It was moved by Ybarra and seconded by Froberg to authorize staff to create a One-time Relocation Priority Interest List for the six tenants in non-remodeled City-owned housing units, if more than one tenet shows interest a lottery would determine the list order, and implementation would be held off until DTSC results have come back. Motion carried, 6-0.

ORAL REPORTS & COMMENTS FROM STAFF AND COMMISSION MEMBERS

9. Quarterly Housing Report to be presented by Public Works, Water & Development Services Staff.

Administrative Secretary Anthony Zarate provided a PowerPoint Presentation.

Commissioner Cooper inquired about the complaints and how they were recorded. Administrative Secretary Zarate explained that staff logged in complaints, added to the Housing Report, and crews are sent out.

Vice Chair Ybarra inquired about the annual inspections. Administrative Secretary Zarate said they would still be conducting the inspections, but they are delayed.

Deputy City Administrator Enomoto stated that delays are cause by transition of duties and process development. Vice Chair Ybarra wanted to know why the delays are continuous and an apparent lack of response. Administrative Secretary Zarate stated measures would be taken to ensure inspections and repairs would be taken care of.

The commission brainstormed ideas about how to notice inspections.

10. Brief reports, announcements, or directives to staff from the Commissioners and Commission Officers.

Deputy City Administrator Enomoto provided a brief introduction on the new Director of Public Works, Water and Development Services, Derek Wieske.

Regular Vernon Housing Commission Meeting Minutes
March 9, 2016

Deputy City Administrator Enomoto provided a brief report about a single-family housing unit.

Chair Hughes notified the Commission that this was going to be his last meeting.

11. Upcoming Meetings:

- A. Special Vernon Housing Commission Meeting, April 6, 2016 at 6:00 p.m.
- B. Next regular meeting: June 8, 2016 at 6:00 p.m.

SECOND PUBLIC COMMENT

Bob Stern, Advisor to John Van de Kamp, wanted to thanks to Chair Hughes for his service.

With no further business, at 9:06 p.m. the meeting was adjourned.

Melissa Ybarra
Vice Chair

ATTEST:

Maria E. Ayala, CMC
Secretary

MINUTES OF THE REGULAR VERNON HOUSING COMMISSION
MEETING HELD WEDNESDAY JUNE 8, 2016, IN THE COUNCIL
CHAMBER OF THE CITY HALL LOCATED AT 4305 SANTA FE
AVENUE, VERNON, CALIFORNIA

MEMBERS PRESENT: Melissa Ybarra, Steven Florman, Steven Froberg, Hector Garcia,
Frank Gavina, and John Kriste.

MEMBERS ABSENT: Kyle Cooper

The meeting was called to order by Vice Chair Ybarra at 6:00 p.m. Vice Chair Ybarra also led the flag salute.

CHANGES TO THE AGENDA

City Clerk Maria Ayala announced that there were no changes to the agenda.

City Clerk Ayala also announced new Commissioner, Frank Gavina, who was joining the Commission for the first time.

City Clerk Ayala further explained that Vice-Chair Ybarra would be presiding over tonight's meeting, with the Commission holding off on electing a new Chair until the next Commission meeting in September. At which time, is the appropriate time for the Commission to conduct their annual election of the Chair and Vice-Chair positions.

PUBLIC COMMENT

Vice Chair Ybarra announced this was the time allotted for public comment and inquired whether anyone in the audience wished to address the Commission. The public will also be given a chance to comment on matters which are on the posted agenda during Commission deliberation on those specific matters.

No public comment provided.

PRESENTATION

1. Update on the Exide Technologies Closure and Residential Sampling Process

Presented by: Representative, Department of Toxic Substances Control

Chief Deputy Director of Health and Environmental Control Dave LeDuff introduced Susan Castro-Valenzuela, Public Participation Specialist for the California Department of Toxic Substances Control.

Ms. Castro-Valenzuela provided a PowerPoint presentation that provided information regarding the Exide clean-up and testing for the surrounding community.

Vice-Chair Ybarra, Commissioner Florman, and Commissioner Gavina had questions about the level of lead found during testing; timeliness of testing results; and the types of compounds tested. Ms. Castro-Valenzuela provided responses accordingly.

At this time, City Clerk Ayala introduced the City's new Director of Public Works, Water and Development Services, Derek Wieske, and again introduced new Commissioner Gavina. Both provided brief personal introduction.

NEW BUSINESS

2. Summary of Annual Maintenance Inspection Results

Recommendation:

- A. Find that the action proposed in this staff report is not a "project" as that term is defined under the California Environmental Quality Act (CEQA) Guidelines Section 15378 because it is a purely administrative activity and is therefore exempt from CEQA review; and
- B. Receive and file a summary report of annual maintenance inspection results for City of Vernon-owned housing units.

Public Works and Water Superintendent Scott Rigg reported on the proposed.

Ybarra asked how rodent issues were going to be recorded. Superintendent Rigg stated that a reach out effort was going to take place with the tenants to get updates.

Director Wieske suggested that expanding the vendor contact would be a possible way to track rodent issues. Ybarra stated that traps near her were not cleaned out or checked on.

Commissioner Florman asked what the contributing factor to the rodent issue was. Superintendent Rigg explained that it was a number of factors such as a nearby business.

Commissioner Froberg asked about inspections on spider issues. Superintendent Rigg stated that the vendor would come out once a month and preform an inspection.

Commissioner Kriste asked about getting traps put in his house. Superintendent Rigg stated the traps are only placed on the exterior of the homes.

It was moved by Gavina and seconded by Froberg to receive and file a summary report of annual maintenance inspection results for City of Vernon-owned housing units. Motion carried, 6-0.

3. Update on the 2016 Housing Rehabilitation Project

Recommendation:

- A. Find that this report is exempt from the California Environmental Quality Act (“CEQA”), because such is not a “project” as that term is defined in the CEQA Guidelines section 15378, and even if it were a project, it would still be exempt in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Receive and file the report as it is provided for informational purposes only.

Director Wieske reported on the proposed.

It was moved by Gavina and seconded by Garcia to receive and file the report.
Motion carried, 6-0.

4. Update on the Sales of City of Vernon-Owned Single Family Housing Units Located in Huntington Park

Recommendation:

- A. Find that the review and development of market rent data and schedules is exempt from California Environmental Quality Act (“CEQA”) review, because the activity, which is purely administrative in nature, does not constitute a “project” as that term is defined under CEQA Guidelines Section 15378, and even if it were a project, it would be categorically exempt from CEQA review in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Receive and file the report as it is provided for informational purposes only.

Administrative Secretary Anthony Zarate reported on the proposed.

Vice Chair Ybarra asked how many houses were vacant within Vernon Administrative Secretary Zarate replied that there were 3 vacant units.

Vice Chair Ybarra recommended selling the two Huntington Park houses. Director Wieske suggested coming back with a report on selling the two Huntington Park houses.

Stuart Leviton, Outside Council, guided the conversation back to the agenda item. Recommended the discussion about the two Huntington Park houses be agenda item.

It was moved by Froberg and seconded by Kriste to receive and file the report.
Motion carried, 6-0.

DISCUSSION AND POSSIBLE DIRECTIVES TO STAFF

5. Report on City Housings' Current State of Compliance with the Americans with Disabilities Act (ADA)

Recommendation:

- A. Find that discussion of this report is exempt under the California Environmental Quality Act ("CEQA") because such is not a "project" as that term is defined in the CEQA Guidelines section 15378, and even if it were a project, it would still be exempt in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Hold a preliminary discussion regarding potential housing improvements with mobility features established under the Americans with Disabilities Act to all City-owned homes.

Director Wieske reported on the proposed.

Commissioner Florman asked if every unit had to be ADA compliant or just a certain percentage of units. Director Wieske responded that to his understanding, not every unit needed to be in compliance to have the City be ADA compliant.

Mr. Leviton explained that ADA compliance was partly a legal issue and partly a policy issue.

Commissioner Florman wanted to know that other Cities were doing about ADA compliance. Mr. Leviton stated that generally the ADA does not require retrofitting older buildings, but didn't know how it relates to City-owned housing.

Director Weiske explained that the current remodel project will be ADA accessible when complete.

Vice Chair Ybarra wanted to know the City's legal obligation to people requesting accommodations. Mr. Leviton responded that he did not know the minimum legal requirement, but the City has reasonably accommodated anyone who asked for assistance. At this moment the City has tried to be as accommodating as possible.

Vice Chair Ybarra requested legal analysis. Mr. Leviton stated that he would provide a legal analysis next meeting.

JUNE LOTTERY AND WAITLIST

6. In accordance with Section 3, Random Selection of Potential New Leasees, of the Vernon Housing Commission Lease-Up Procedures for New Tenants, separate lottery drawings of all Expression of Interest Forms and Unit-to-Unit Transfer

Request Forms received between 5:01 p.m. on December 8, 2015, and 5:00 p.m. on June 7, 2016, will be conducted to create a wait list for all units that become available June 9, 2016 or later.

The Commission conducted the lottery. Any vacancy that opens from this day forth will utilize the list created this day.

ORAL REPORTS & COMMENTS FROM STAFF AND COMMISSION MEMBERS

7. Quarterly Housing Report to be presented by Public Works, Water & Development Services Staff.

Administrative Secretary Zarate provided the quarterly housing report.

Commissioner Gavina inquired about the discrepancy between the late payments and the late fee assessments. Administrative Secretary Zarate explained the tenants were given a grace period before the late fee is assessed.

8. Brief reports, announcements, or directives to staff from the Commissioners and Commission Officers.

No reports provided.

9. Upcoming Meetings:

- A. Next regular meeting: September 14, 2016 at 6:00 p.m.

SECOND PUBLIC COMMENT

No public comment provided.

Director Wieske suggested two future agenda items, unit-to-unit transfer fee waiver and a resident newsletter. Administrative Secretary Zarate noted the residents' concerns about the unit-to-unit transfer fee.

Vice Chair Ybarra wanted to know why the amount of \$1000 was chosen as the unit-to-unit transfer fee. Mr. Leviton recommended that the question be agendized. Vice Chair Ybarra also wanted to see the pros and cons of the fee and have a further discussion about it.

With no further business, at 7:18 p.m. the meeting was adjourned.

Regular Vernon Housing Commission Meeting Minutes
June 8, 2016

Melissa Ybarra
Vice Chair

ATTEST:

Maria E. Ayala, CMC
Secretary

RECEIVED

SEP 08 2016

CITY CLERK'S OFFICE



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SEP 08 2016

CITY CLERK'S OFFICE

STAFF REPORT

CITY ADMINISTRATION

DATE: September 14, 2016

TO: Honorable Vernon Housing Commission

FROM: Carlos R. Fandino Jr., City Administrator/ Housing Commission Director
Originator: Anthony Zarate, Administrative Secretary *AB* *CFD*

RE: Consideration of Financial Hardship Application from Tenant [REDACTED]

Recommendations

- A. Find that the request to evaluate the appeal process for an existing financial hardship is exempt from the California Environmental Quality Act ("CEQA"), because the evaluation of such financial hardship is a continuing administrative activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a "project" as defined by CEQA Guidelines Section 15378, and that even if such were a project, it would be exempt in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Receive and file Financial Hardship Application from Tenant at [REDACTED] and
- C. Deny the request to grant an accommodation, confirming that the Tenant is not suffering a financial hardship, as defined in the Transitional Hardship policy adopted by the Vernon Housing Commission.

Background

On October 5, 2011, the Vernon Housing Commission ("Commission") made a recommendation to the City Council to approve and adopt the Vernon Rental Housing Policy (VRHP). Subsequently, at its October 18, 2011 meeting, the City Council approved Resolution No. VHC-5, adopting the VRHP and attached herewith.

Section 6 of the VRHP, provides for the Commission, to establish appeal procedures for existing tenants who may experience transitional hardships in complying with the VRHP. Consistent with the provisions of Ordinance No. 1183 and attached hereto, these procedures are applicable

only to existing tenants whose tenancies were in effect as of July 8, 2011, the date the ordinance went into effect.

At the July 18, 2012 Housing Commission meeting, the Commission adopted the Transitional Hardship Procedures for Existing Tenants that, among other things, defined a “financial hardship” as one in which “a leasee’s monthly gross household income is less than two times the then current rent for the unit he/she currently leases.”

In early 2016, the tenants at [REDACTED] began to fall behind in their rent. In accordance with the VRHP, the tenant at the subject address was contacted via written notice for failure to submit full payment of the monthly rent in April 2016. In May, 2016, the tenant paid his April 2016 rent, plus applicable late fees but then consequently, fell behind on the May 2016 rent payment. Written notice had also been made to the tenant at that time. In June 2016, the tenant requested to meet with staff to discuss a foreseeable hardship in paying rent on time for the coming months. Staff then proceeded to advise the tenant to complete and submit a Financial Hardship Application Form due to the existing monetary restraints.

It should also be noted that, Section 4 of the Transitional Hardship Procedures for Existing Tenants states that an existing leasee with a financial hardship shall have priority over new lessees on any more affordable unit that becomes available, and shall be required to move to such unit upon availability. Although the City does have one such unit currently vacant at one of its 50th Street Apartments, that unit is a one-bedroom apartment and the tenant is currently occupying a three-bedroom unit with 4 additional occupants. Relocating all occupants to the vacant, more affordable unit would make the City non-compliant with Section 1B of the Residential Lease, requiring all occupancy to be limited to no more than two persons per bedroom, plus one additional person.

On July 14, 2016, staff received a Financial Hardship Application Form from the tenant at the subject address, declaring an existing hardship. Along with the Financial Hardship Application Form, the tenant also submitted supporting documentation including recent check stubs, bank statements and the latest federal and state tax returns from each named tenant for the Commission’s review. Staff has since informed the tenant that the item will need to be presented and assessed by the Commission before any decision can be made. On August 30, 2016, the tenant submitted additional documentation to his application.

Upon staff’s review of the application form and all of the documentation submitted therewith, it has been determined that the tenant does not meet the requirements set forth by the Housing Commission in the Financial Hardship Procedures. Furthermore, the tenant’s combined gross income is more than twice the current rent. It is therefore recommended that the request for an accommodation be denied.

Fiscal Impact

As of September 1, 2016, the tenant of [REDACTED] has an outstanding balance of \$1,544.65. The full balance description of the charges is as follows:

Rent and Fee Balance

August Rent – City Housing	420.10
Late Fee for August 2016	53.55
September Rent – City Housing	1,071.00
Total Due	\$1,544.65

Non-payment or the untimely rent payment of the rent for this unit could potentially cost the City thousands of dollars annually.

Attachment(s)

1. Resolution No. VHC-5
2. Ordinance No. 1183
3. VHC Financial Hardship Application submitted by the Tenant (Attachment is not included in the agenda package, but is available upon request.)

RESOLUTION NO. VHC-5

A RESOLUTION OF THE VERNON HOUSING COMMISSION OF THE CITY OF VERNON ADOPTING A HOUSING POLICY AND SUBMITTING SAID HOUSING POLICY TO THE CITY COUNCIL OF THE CITY OF VERNON FOR APPROVAL

WHEREAS, on June 7, 2011, the City Council of the City of Vernon adopted Ordinance No. 1183 establishing the Vernon Housing Commission (the "Commission"); and

WHEREAS, pursuant to Article XV, Section 2.121 of the Vernon City Code the Commission desires to adopt a Housing Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE VERNON HOUSING COMMISSION OF THE CITY OF VERNON AS FOLLOWS:

SECTION 1: The Vernon Housing Commission hereby finds and determines that the recitals contained hereinabove are true and correct.

SECTION 2: The Vernon Housing Commission hereby adopts the attached Vernon Rental Housing Policy ("VRHP"), a copy which is attached hereto as Exhibit A.

SECTION 3: The Secretary of the Vernon Housing Commission is hereby authorized and directed to send a copy of this Resolution and the VRHP, to the City Council of the City of Vernon for approval.

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SECTION 4: The Secretary of the Commission shall certify to the passage, approval and adoption of this Resolution, and the Secretary shall cause this Resolution and the Secretary's certification to be entered in the File of Resolutions of the Commission.

APPROVED AND ADOPTED this 5th day of October, 2011.

S/ERIC GUSTAFSON

Name: Eric Gustafson

Title: Chairman / ~~Vice Chairman~~

ATTEST:

S/WILLARD G. YAMAGUCHI

Willard G. Yamaguchi, Secretary

STATE OF CALIFORNIA)
) ss
COUNTY OF LOS ANGELES)

I, Willard G. Yamaguchi, Secretary of the Vernon Housing Commission of the City of Vernon, do hereby certify that the foregoing Resolution, being Resolution No. VHC-5, was duly passed, approved and adopted by the Housing Commission of the City of Vernon at a regular meeting of the Commission duly held on Tuesday, October 5, 2011, and thereafter was duly signed by the Chair or Vice Chair of the Commission.

Executed this _____ day of October, 2011, at Vernon, California.

S/WILLARD G. YAMAGUCHI

Willard G. Yamaguchi, Secretary

(SEAL)

EXHIBIT A

Vernon Rental Housing Policy (“VRHP”)

Pursuant to Ordinance 1183, the Vernon Housing Commission (“VHC”) recommends to the Vernon City Council (“VCC”) that the VCC adopt the following Rental Housing Policy, to be applied to all housing owned by the City of Vernon and leased to the public.

1. **Fair Housing**: The City of Vernon is committed to managing its City-owned housing at the highest levels of fairness and impartiality. At a minimum, the City of Vernon shall comply with all applicable federal and state fair housing laws, including the federal Fair Housing Act, as amended, 42 U.S.C. 3601 et seq., and the California Fair Employment and Housing Act, Cal. Gov’t Code § 12955 et seq. (“FEHA”).

2. **“Market” Rents**: Subject to the provisions of paragraph six below, all rents charged by the City of Vernon shall be based on a “market” valuation, as determined by multiple independent sources. In setting a “market” value, the VHC should remain sensitive to the unique industrial and commercial character of the City of Vernon, including various environmental realities that are inherent in the City of Vernon. The VHC should also remain sensitive to the limited number of residential resources that the City of Vernon provides, as compared to other locales. Finally, to the extent reasonably practicable, when setting a “market” value for any particular rental unit, an individualized assessment of the particular rental unit shall be taken into account.

3. **Length of Tenancy**: All new leases shall be for a term of one (1) year. Renewal(s) of leases shall be for a term no longer than one (1) year, without limitation on the number of renewals, so long as a leasee is in good standing.

4. **Renewal of Existing Leases**: Per Ordinance 1183, any lease for a term or month-to-month tenancy in effect as of the effective date of Ordinance 1183 shall have a right to renew his or her lease or tenancy consistent with the terms and conditions established by the VRHP. Any month-to-month tenancy shall also have the right to convert such tenancy into a lease for a term, consistent with the requirements of section three above.

5. **Terms and Conditions:** The terms and conditions of all tenancies shall be neutral, fair and reasonable, and shall be based on appropriate standards for private residential tenancies. To the extent reasonably practicable, terms and conditions should take into account any factors that may be present in the City of Vernon and that may not be present elsewhere. All leases for City-owned residences shall contain a right of first refusal to purchase the residence if the residence is offered for sale.

6. **Transition for Existing Tenants:** To the extent any existing tenancy is not in compliance with the VRHP, the VHC shall adopt procedures to bring all such tenancies into compliance. To avoid undue hardship on existing tenants, transitional procedures shall allow for a reasonable period of time to achieve full compliance with the VRHP. To the extent any individual leasee has a particularized hardship, the VHC shall adopt procedures to allow an individual leasee to appeal to the VHC so that any particularized hardship may be addressed in an equitable manner and to avoid any undue hardship for any particular leasee.

7. **Implementation:** The VHC shall promulgate such procedures as may be appropriate and/or necessary to implement and maintain the VRHP.

ORDINANCE NO. 1183

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VERNON ESTABLISHING A HOUSING COMMISSION PURSUANT TO THE PROVISIONS OF THE CITY CHARTER OF THE CITY OF VERNON AND SPECIFYING THE MEMBERSHIP AND DUTIES OF THE HOUSING COMMISSION

WHEREAS, the provisions of Chapter 2 of the City Charter of the City of Vernon state that: "The city shall have full power and authority to adopt, make, exercise and enforce all legislation, laws, and regulations and to take all actions in respect to municipal affairs, without limitation, which may lawfully be adopted, made, exercised, taken or enforced under the Constitution of the State of California subject only to such limitations as may be provided by this Charter"; and

WHEREAS, Chapter 7.5 of the City Charter of the City of Vernon authorizes the City Council to establish by ordinance such commissions as the City Council deems to be necessary and to provide for the method of selection, tenure, duties and any compensation of the commissions so established; and

WHEREAS, the City Council of the City of Vernon has determined that the creation of a Housing Commission is within the power and authority conferred on the City of Vernon by virtue of its Charter and the Constitution of the State of California; and

WHEREAS, the City Council of the City of Vernon has determined that the creation of a Housing Commission with the members and duties specified in this Ordinance is necessary and appropriate to more effectively and efficiently oversee the management, leasing and maintenance of City-owned housing stock and that having the Commission carry out these functions instead of the City Council would serve the public interest and general welfare; and

WHEREAS, the City Council of the City of Vernon has determined that the establishment of a Housing Commission with the membership and duties specified in this Ordinance is in the best interests of the residents of the City of Vernon as well as the thousands of employees who work in the City of Vernon.

THE CITY COUNCIL OF THE CITY OF VERNON HEREBY ORDAINS:

SECTION 1: The City Council of the City of Vernon hereby finds and determines that the recitals contained hereinabove are true and correct.

Section 2: Article XV of Chapter 2 of the Vernon Municipal Code is hereby added to read as follows:

ARTICLE XV

VERNON HOUSING COMMISSION

TABLE OF CONTENTS

Section 2.117.	Commission Established
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Section 2.123.	Authority to Bind the City of Vernon
Section 2.124.	Meetings
Section 2.125.	Compensation
Section 2.126.	Conflict of Interest

Section 2.117. Commission Established

The City Council of the City of Vernon hereby establishes the Vernon Housing Commission. For the purposes of this Chapter the Vernon Housing Commission shall be referred to as the Commission.

Section 2.118. Appointment of Members

The Commission shall be comprised of seven (7) members selected by the Mayor and ratified by the City Council, including:

(a) Three (3) residents of the City of Vernon, one (1) of whom shall be a member of the City Council. To be eligible for appointment, each resident shall not have, at any time within the five years preceding appointment: (i) been an employee or a consultant of the City of Vernon, except for the member of the City Council; or (ii) a financial interest in any contract, other than the lease of his or her residence or the provision of municipal services available to the public generally, to which the City of Vernon is a party.

(b) Three (3) persons, each of whom represents either a person or entity owning or operating a business located in the City of Vernon or a person or entity owning non-residential property within the City of Vernon. To be eligible for appointment, each representative shall not have, at any time within the five years preceding appointment: (i) been an employee or consultant of the City of Vernon; or (ii) a financial interest in any contract to which the City of Vernon is a party or represented any business or property owner with a financial interest in any contract, other than the lease of his or her residence or the provision of

municipal services available to the public generally, to which the City of Vernon is a party.

(c) One (1) person who is an employee of a business located in the City of Vernon. To be eligible for appointment, the person shall not have, at any time within the five years preceding appointment: (i) been an employee or consultant of the City of Vernon; or (ii) a financial interest in any contract to which the City of Vernon is a party or been an employee of a business that has a financial interest in any contract, other than the lease of his or her residence or the provision of municipal services available to the public generally, to which the City of Vernon is a party.

(d) Only one (1) of the seven (7) members of the Commission may at any time be a member of the City Council. No more than three (3) members of the Commission may at any time be tenants in City-owned housing.

Section 2.119. Terms

(a) Commission members shall serve for a term of four (4) years and may be reappointed. However, so as to permit staggered terms, the Mayor shall select the one City Councilmember, one resident and one representative of businesses or property owners to serve an initial term of only two (2) years. No person shall serve more than two (2) full four (4) year terms.

(b) In the event any Commission member resigns, no longer meets the criteria used as the basis for his or her selection pursuant to Section 2.118, or is unable to serve for any reason, the position shall be considered vacant and the Mayor shall,

within thirty (30) days after the position becomes vacant, select for ratification by the City Council a successor with the same qualifications to serve the unexpired term.

(c) A Commission member shall be considered to have vacated his or her position on the Commission if he or she misses four or more consecutive meetings without a valid excuse as determined by the Commission.

Section 2.120. Chairperson, Vice Chairperson and Officers

(a) The Commission shall have a Chairperson and Vice Chairperson, who shall be from different appointing categories pursuant to Section 2.118.

(b) The Commission members shall elect the Chairperson and Vice Chairperson at its first meeting and annually thereafter. No Commission member may serve as Chairperson for more than two consecutive terms. The Chairperson shall preside over all Commission meetings and shall have the power to appoint subcommittees and the presiding chairs of those subcommittees. The Vice Chairperson shall, in the absence of the Chairperson, perform the duties of the Chairperson.

(c) The officers of the Commission shall be the Secretary, Treasurer, Commission Counsel and Commission Director.

(d) The Secretary shall keep and maintain the records of the Commission and the minutes of the Commission meetings and also shall perform all other duties incident to the office of Secretary of the Commission. The City Clerk of the City of Vernon shall hold the position of Secretary of the Commission.

(e) The Treasurer shall supervise the fiscal affairs of the Commission, shall supervise the care and custody of all rent and other monies collected by the Commission and shall make such payments as authorized by the Commission. The Treasurer shall cause adequate, correct and regular accounts of the properties, monies and transactions managed by the Commission to be kept and maintained. The Treasurer shall render to the Commission, whenever requested, a Treasurer's report of the Commission's transactions and the financial condition of the City's investment in the City-owned dwelling units. The Treasurer of the City of Vernon shall hold the position of the Treasurer of the Commission.

(f) The Commission Director is charged with the administration, management and general supervision of the business and affairs of the Commission. The City Administrator of the City of Vernon shall hold the position of the Commission Director.

(g) The Commission Counsel shall be in overall charge of the legal affairs of the Commission and shall advise the Commission on matters within its jurisdiction, as well as with respect to compliance with the California Political Reform Act (Government Code Sections 81000, et seq.) and California Government Code Section 1090 et seq. The City Attorney of the City of Vernon shall hold the position of Commission Counsel.

Section 2.121. Duties

The Commission is hereby authorized, on behalf of the City of Vernon, to do the following:

(a) Except as otherwise set forth in this Ordinance, to take any and all action with respect to each and every City-owned dwelling unit that any owner of property in the State of

California would have the authority to take; provided, however, that the Commission shall have no authority to sell or encumber any City-owned dwelling unit, acquire ownership in any new dwelling units on behalf of the City, or non-renew any lease (whether month-to-month or term) entered into prior to and in effect as of the effective date of this Ordinance unless such non-renewal is based on grounds that otherwise would qualify for removal of the tenant for cause. The Commission is, among other things authorized: (i) to enter into leases or rental agreements with tenants or prospective tenants; (ii) to take action to remove tenants for cause when such action is permitted by the laws of the State of California; (iii) to set, adjust and collect rents and transmit the funds to the City Treasurer; and (iv) to repair or reconstruct any dwelling unit that, in the sole discretion of the Commission is in need of repair or reconstruction, subject to the expenditure requirements of Section 2.122.

(b) Recommend for adoption by the City Council and, upon adoption by the City Council, enforce a "Housing Policy" for the tenancy/occupancy of City-owned dwelling units that ensures that all Commission actions fully comply with all relevant provisions of State and Federal law. The Housing Policy shall, among other things, require that the Commission manage City-owned dwellings in conformance with State and Federal fair housing laws and provide that "first responders", which shall be defined in the Housing Policy but which shall include City firefighters, police officers, emergency medical technicians and similar positions held by employees of businesses located in Vernon, shall have first priority in leasing or renting units. The Housing Policy also shall provide for the renewal of leases for existing

tenants (whether such leases are month-to-month or for a term). The Commission shall recommend a Housing Policy to the City Council within sixty (60) days of the first meeting of the Commission. If the Commission has not recommended a Housing Policy for adoption by the City Council within ninety (90) days of the Commission's first meeting, the City Council may adopt a Housing Policy without any recommendation from the Commission. Following its adoption by the City Council, amendments to the Housing Policy shall be submitted to the Commission for a recommendation and then to the City Council for approval.

(c) Make recommendations to the City Council regarding the extent to which City ownership of housing stock continues to provide public benefits that are sufficiently adequate to merit ownership and whether the public interest would be served by the City divesting its ownership in any of the City-owned dwelling units. The Commission shall within one hundred eighty (180) days of its first meeting make a recommendation to the City Council regarding whether the City should divest its ownership of City-owned housing and, if it recommends such divestiture, provide a recommendation for a procedure that affords existing tenants a priority right to purchase units they are currently leasing.

(d) Make recommendations to the City Council with respect to opportunities for the development of housing opportunities in the City of Vernon and in other cities and communities in close proximity to the City of Vernon.

(e) Advise the City Council with respect to all matters relevant to the Housing Element of the City of Vernon or any City-owned dwelling unit in the City of Vernon.

(f) Perform such other duties as may be delegated by the City Council.

Section 2.122. Legal & Professional Services

(a) The City Administrator as Commission Director shall be the primary staff liaison to the Commission and shall provide the Commission with reasonable staff and support services. In the event the City Administrator is unable to provide such services for any reason, the Commission may enter into written contracts for staff and support services, and the fair and reasonable expenses shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon, subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(b) The City Attorney of the City of Vernon as Commission Counsel shall provide the Commission with reasonable legal services. In the event the City Attorney is unable to provide those services for any reason, the Commission may enter into written contracts to retain counsel, and the fair and reasonable legal expenses shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon,

subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(c) The Commission shall have the authority to retain the services of any professional by written contract when necessary or appropriate to the performance of its duties set forth in Section 2.121, and the expenses incurred shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon, subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(d) Prior approval from the City Council of the City of Vernon shall be required before the Commission may enter into any contract that would result in the total value of contracts entered into by the Commission without Council approval for that calendar year exceeding \$100,000.

Section 2.123. Authority to Bind the City of Vernon

The Commission shall have the authority to enter into, and bind the City of Vernon with respect to, leases, professional services and other contracts within the scope of the Commission's duties, as set forth in Section 2.121. When the Commission enters into contracts, it shall do so in the name of the City of Vernon. The Commission Director shall execute all contracts entered into by the Commission on behalf of the City of Vernon.

Section 2.124. Meetings

The Commission shall meet at least bi-monthly, i.e., every other month, on a date and at a time that is established by the Commission at its first meeting. The Commission may schedule additional meetings as necessary or appropriate. The meetings shall be noticed and conducted in compliance with the Ralph M. Brown Act (Government Code Section 54950 et seq.). All meetings shall be open to the public and regular minutes of each meeting shall be maintained by the Secretary to the Commission. A majority of Commission members shall constitute a quorum. Action may be taken by the Commission only upon a favorable vote of a majority of the Commission.

Section 2.125. Compensation

The Member of the Commission who also serves on the City Council shall not receive compensation for their attendance at Commission meetings. All other Commission members shall receive one hundred dollars (\$100.00) per meeting, up to a maximum of two hundred dollars (\$200.00) in any calendar month, as well as their actual and necessary expenses incurred in the discharge of their duties. Travel expenses of Commission members for travel outside the County of Los Angeles shall not be reimbursed without prior approval of the City Council. The Secretary, Treasurer, Commission Counsel and Commission Director shall receive no compensation as Commission officers, other than compensation received from their primary employment.

Section 2.126. Conflict of Interest

The Commission shall, within thirty (30) days of the Commission's first meeting, adopt and submit to the City Council of the City of Vernon for approval a Conflict of Interest Code in compliance with the

California Political Reform Act (Government Code Sections 81000 et seq.), which Code shall also address the obligations of Commissioners under California Government Code Section 1090 et seq.

SECTION 3: If any part of this Ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portion of this Ordinance, and this City Council hereby declares that it would have passed the remainder of this Ordinance if such invalid portion thereof had been deleted.

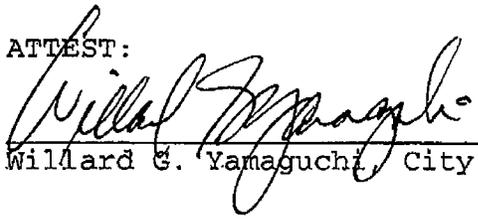
SECTION 4: Book of Ordinances. The City Clerk shall attest and certify to the adoption of this Ordinance and shall cause this Ordinance and the City Clerk's certification to be entered in the Book of Ordinances of the Council of this City. The City Clerk shall cause this ordinance to be published or posted as required by law.

SECTION 5: Effective Date. This Ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the thirty-first (31st) day after its passage.

APPROVED AND ADOPTED this 20th day of September, 2011.


Name: Hilario Gonzales
Title: Mayor / ~~Mayor Pro-Tem~~

ATTEST:


Willard G. Yamaguchi, City Clerk

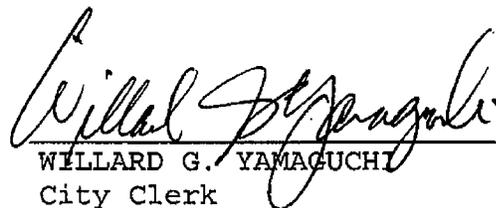
STATE OF CALIFORNIA)
) SS
COUNTY OF LOS ANGELES)

I, WILLARD G. YAMAGUCHI, City Clerk of the City of Vernon, do hereby certify that the foregoing Ordinance, being Ordinance No. 1183, was duly and regularly introduced at a meeting of the City Council of the City of Vernon, held in the City of Vernon on Thursday, May 26, 2011, and thereafter adopted at a meeting of said City Council held on Tuesday, September 20, 2011, by the following vote:

AYES:	Councilmembers:	Mayor Gonzales, Davis, Maisano, McCormick, Newmire
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	None

And thereafter was duly signed by the Mayor or Mayor Pro-Tem of the City of Vernon.

Executed this 22 day of September, 2011, at Vernon, California.



WILLARD G. YAMAGUCHI
City Clerk

(SEAL)

CITY CLERK'S OFFICE
INTEROFFICE MEMORANDUM

DATE: September 21, 2011

TO: Rory Burnett, City Treasurer
Kristen Enomoto, Council Department Manager
Mark Whitworth, City Administrator/Fire Chief

FROM: Willard Yamaguchi, City Clerk 

RE: Ordinance No. 1183 – An Ordinance of the City Council of the City of Vernon
Establishing a Housing Commission Pursuant to the Provisions of the City Charter of the
City of Vernon and Specifying the Membership and Duties of the Housing Commission

Transmitted herewith is a copy of Ordinance No. 1183 referenced above, which was approved by City Council on September 20, 2011.

Thank you.

WY:dj

Attachment

c: Ana Barcia
Raquel Franco
Karina Rueda
Ordinance No. 1183

Juarez, Debbie

From: Barcia, Ana
Sent: Tuesday, September 13, 2011 12:14 PM
To: 'Bianca @ Eastern Group'
Cc: Yamaguchi, Willard; Enomoto, Kristen; Juarez, Debbie
Subject: 09-15-11 Publication
Attachments: First Summary for all Ordinances.doc

Hello Bianca,

Please include the attached Summary of Ordinances in the September 15, 2011, publication. Please respond to this email confirming receipt.

You may forward the invoice to my attention.

Thank you,

Ana Barcia
City of Vernon
T: 323) 583-8811 ex 286
F: 323) 826-1439
abarcia@ci.vernon.ca.us

CONFIDENTIALITY NOTICE: This e-mail transmission, and any documents, files or previous e-mail messages attached to it may contain confidential information that is legally privileged. If you are not the intended recipient, or a person responsible for delivering it to the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of any of the information contained in or attached to this transmission is **STRICTLY PROHIBITED**. If you have received this transmission in error, please immediately notify the sender. Please destroy the original transmission and its attachments without reading or saving in any manner.

9/13/2011

CITY OF VERNON CITY COUNCIL MEETING
SEPTEMBER 20, 2011

SUMMARY FOR ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183

A CERTIFIED COPY OF THE FULL TEXT OF PROPOSED ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183 ARE AVAILABLE IN THE OFFICE OF THE CITY CLERK LOCATED AT 4305 SANTA FE AVENUE, VERNON, CALIFORNIA.

On September 20, 2011, the City Council of the City of Vernon is proposing to adopt Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 amending certain provisions of the Vernon City Code as follows:

Ordinance No. 1160 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 26, 2009. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1160 amending Sections 13.48 to 13.73 and adding Section 13.74 to Article IV, Hazardous Materials Monitoring Program, of Chapter 13, Health and Sanitation, of the Vernon City Code as follows:

1. To change the title of Article IV of Chapter 13 to Hazardous Materials Monitoring and Control Program;
2. To update and clarify definitions and other provisions in accordance with State hazardous material laws, regulations and regulatory options;
3. To renumber the following sections: Section 13.55 to 13.57, Section 13.57 to 13.55, Section 13.72 to 13.73 and Section 13.73 to 13.74; and
4. To add a section regarding unlawful hazardous materials management.

Ordinance No. 1161 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 19, 2009. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1161 adopting by reference the Department of Water Resources State Model Landscaping Ordinance, amending Sections 25.100, 25.101, 25.102, 25.103, 25.104, 25.105, 25.106(b), 25.107(a) and adding Section 25.112 to Article VI, Water Conservation of Chapter 25, Water, of the Vernon City Code as follows:

1. To meet the requirements of the Metropolitan Water District Model Efficient Landscape Ordinance; and
2. To add a section regarding the Department of Water Resources State Model Efficient Landscape Ordinance.

Ordinance No. 1162 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 26, 2009. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1162 amending Sections Article XIV of Chapter 2 of the Vernon City Code relating to the recall of Members of the City Council.

Ordinance No. 1163 was duly introduced at a regular meeting of the City Council of the City of Vernon held on January 4, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1163, an Emergency Zoning Ordinance prohibiting the

establishment of marijuana dispensaries, stores, co-ops, or marijuana cultivation operations in any zoning district within the City by amending Sections 26.2.9 and 26.4.1-4, of the Vernon City Code as follows:

1. To add a definition of marijuana dispensary, store, co-op, or cultivation operation; and
2. To prohibit the use in any Zone or Overlay Zone of the City.

Ordinance No. 1164 was duly introduced at a regular meeting of the City Council of the City of Vernon held on January 4, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1164, a zoning ordinance prohibiting the establishment of marijuana dispensaries, stores, co-ops, or marijuana cultivation operations in any zoning district within the City by amending Sections 26.2.9 and 26.4.1-4, of the Vernon City Code as follows:

1. To add a definition of marijuana dispensary, store, co-op, or cultivation operation; and
2. To prohibit the use in any Zone or Overlay Zone of the City.

Ordinance No. 1165 was duly introduced at a regular meeting of the City Council of the City of Vernon held on January 4, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1165 amending Chapter 2 of the Code of the City of Vernon, relating to City Council elections to implement campaign finance regulations.

Ordinance No. 1166 was duly introduced at a regular meeting of the City Council of the City of Vernon held on February 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1166 temporarily suspending acceptance and review of non-exclusive solid waste franchise agreement applications.

Ordinance No. 1167 was duly introduced at a regular meeting of the City Council of the City of Vernon held on February 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1167 amending Chapter 2 of the Code of the City of Vernon, relating to City Council elections and the appointment of Council members in uncontested elections.

Ordinance No. 1169 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1169 abolishing the Police and Fire Commission.

Ordinance No. 1170 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1170 repealing Section 7.3 of the Vernon City Code authorizing the delegation of enforcement responsibilities for certain provisions of the Fire Code and other Fire Safety Regulations.

Ordinance No. 1171 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is

proposing to adopt Ordinance No. 1171 adding Section 13.88 to the Vernon City Code to establish fees and charges pursuant to the aboveground petroleum storage act.

Ordinance No. 1172 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 14, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1172 amending Sections 2.34, 2.35, 2.36, 2.37 and 2.39 of Article V, Public Library, of Chapter 2, Administration, of the Vernon City Code as follows:

1. Establishing a Board of Library Trustees; composition; appointment of members; and
2. Appointing the Mayor as president and the Mayor pro tempore as president pro tempore of the Board of Library Trustees.

Ordinance No. 1173 was duly introduced at a regular meeting of the City Council of the City of Vernon held on July 19, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1173 amending the Vernon City Code to authorize the Fire Chief to report directly to the City Council and defining the term "reporting to the City Council."

Ordinance No. 1174 was duly introduced at a regular meeting of the City Council of the City of Vernon held on August 2, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1174 amending the Vernon City Code to clarify that the City Council appoints the purchasing agent.

Ordinance No. 1175 was duly introduced at a regular meeting of the City Council of the City of Vernon held on March 1, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1175 establishing a three-year restriction on cutting of newly paved or resurfaced streets and amending the Vernon City Code regarding deposits, surety bonds and liability insurance for encroachment permits and licenses.

Ordinance No. 1176 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1176 amending Chapter 24, building and construction, of the Code of the City of Vernon; adopting by reference (1) the 2010 California Building Code; (2) the 2010 California Electrical Code, and the 2006 edition of the ICC Electrical Code administrative provisions; (3) the 2010 California Mechanical Code; (4) the 2010 California Plumbing Code; (5) the 2010 California Existing Building Code; (6) the 2009 International Existing Building Code; (7) the 2010 California Residential Code; (8) the 2010 California Green Building Standards Code; and (9) the 2010 California Energy Code, including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1177 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1177 amending Chapter 7, fire regulation, of the Code of the City of Vernon; adopting by reference the 2010 California Fire Code including

amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1178 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 15, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1178 extending the existing time limits for the effectiveness of and the receipt of tax increment for the industrial redevelopment project.

Ordinance No. 1179 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 15, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1179 eliminating the existing time limits on incurring debt for the first amended industrial redevelopment project.

Ordinance No. 1180 was duly introduced at a regular meeting of the City Council of the City of Vernon held on December 6, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1180 amending section 2.1 of the Vernon City Code relating to the time and place of City Council meetings.

Ordinance No. 1181 was duly introduced at a regular meeting of the City Council of the City of Vernon held on December 6, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1181 extending the existing time limits for commencement of eminent domain proceedings to acquire property within the industrial redevelopment project.

Ordinance No. 1183 was duly introduced at a regular meeting of the City Council of the City of Vernon held on May 26, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1183 establishing a Housing Commission pursuant to the provisions of the City Charter of the City of Vernon and specifying the membership and duties of the Housing Commission.

Willard G. Yamaguchi, City Clerk of the City of Vernon, does hereby certify that Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 were duly introduced to the City Council of the City of Vernon at a regular meeting and said Ordinances are scheduled to be approved and adopted at a regular meeting of the City Council to be held on September 20, 2011.

Dated: _____

Willard G. Yamaguchi, City Clerk

Juarez, Debbie

From: Barcia, Ana
Sent: Tuesday, September 20, 2011 4:17 PM
To: 'Bianca @ Eastern Group'
Cc: Yamaguchi, Willard; Enomoto, Kristen; Juarez, Debbie
Subject: 09-22-11 Publication
Attachments: Second Summary for Ordinance Nos 1160-1167 1169-1181 1183 (2).doc

Hello Bianca,

Please include the attached Second Summary of Ordinances in the September 22, 2011, publication. Please respond to this email confirming receipt.

You may forward the invoice to my attention.

Thank you,

Ana Barcia
City of Vernon
T: 323) 583-8811 ex 286
F: 323) 826-1439
abarcia@ci.vernon.ca.us

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CITY OF VERNON CITY COUNCIL MEETING
SEPTEMBER 20, 2011

SUMMARY FOR ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183

A CERTIFIED COPY OF THE FULL TEXT OF ADOPTED ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183 ARE AVAILABLE IN THE OFFICE OF THE CITY CLERK LOCATED AT 4305 SANTA FE AVENUE, VERNON, CALIFORNIA.

Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 were duly introduced at a regular meeting of the City Council of the City of Vernon and approved and adopted by said Council at a regular meeting held on September 20, 2011.

On September 20, 2011, the City Council of the City of Vernon adopted Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 amending certain provisions of the Vernon City Code as follows:

Ordinance No. 1160 was adopted by the City Council of the City of Vernon amending Sections 13.48 to 13.73 and adding Section 13.74 to Article IV, Hazardous Materials Monitoring Program, of Chapter 13, Health and Sanitation, of the Vernon City Code as follows:

1. To change the title of Article IV of Chapter 13 to Hazardous Materials Monitoring and Control Program;
2. To update and clarify definitions and other provisions in accordance with State hazardous material laws, regulations and regulatory options;
3. To renumber the following sections: Section 13.55 to 13.57, Section 13.57 to 13.55, Section 13.72 to 13.73 and Section 13.73 to 13.74; and
4. To add a section regarding unlawful hazardous materials management.

Ordinance No. 1161 was adopted by the City Council of the City of Vernon adopting by reference the Department of Water Resources State Model Landscaping Ordinance, amending Sections 25.100, 25.101, 25.102, 25.103, 25.104, 25.105, 25.106(b), 25.107(a) and adding Section 25.112 to Article VI, Water Conservation of Chapter 25, Water, of the Vernon City Code as follows:

1. To meet the requirements of the Metropolitan Water District Model Efficient Landscape Ordinance; and
2. To add a section regarding the Department of Water Resources State Model Efficient Landscape Ordinance.

Ordinance No. 1162 was adopted by the City Council of the City of Vernon amending Article XIV of Chapter 2 of the Vernon City Code relating to the recall of Members of the City Council.

Ordinance No. 1163, an emergency Zoning Ordinance, was adopted by the City Council of the City of Vernon prohibiting the establishment of marijuana dispensaries, stores, co-ops, or marijuana cultivation operations in any zoning district within the City by amending Sections 26.2.9 and 26.4.1-4, of the Vernon City Code as follows:

1. To add a definition of marijuana dispensary, store, co-op, or cultivation operation;
and
2. To prohibit the use in any Zone or Overlay Zone of the City.

Ordinance No. 1164, a zoning ordinance, was adopted by the City Council of the City of Vernon prohibiting the establishment of marijuana dispensaries, stores, co-ops, or marijuana cultivation operations in any zoning district within the City by amending Sections 26.2.9 and 26.4.1-4, of the Vernon City Code as follows:

1. To add a definition of marijuana dispensary, store, co-op, or cultivation operation;
and
2. To prohibit the use in any Zone or Overlay Zone of the City.

Ordinance No. 1165 was adopted by the City Council of the City of Vernon amending Chapter 2 of the Code of the City of Vernon, relating to City Council elections to implement campaign finance regulations.

Ordinance No. 1166 was adopted by the City Council of the City of Vernon temporarily suspending acceptance and review of non-exclusive solid waste franchise agreement applications.

Ordinance No. 1167 was adopted by the City Council of the City of Vernon amending Chapter 2 of the Code of the City of Vernon, relating to City Council elections and the appointment of Council members in uncontested elections.

Ordinance No. 1169 was adopted by the City Council of the City of Vernon abolishing the Police and Fire Commission.

Ordinance No. 1170 was adopted by the City Council of the City of Vernon repealing Section 7.3 of the Vernon City Code authorizing the delegation of enforcement responsibilities for certain provisions of the Fire Code and other Fire Safety Regulations.

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Ordinance No. 1176 was adopted by the City Council of the City of Vernon amending Chapter 24, building and construction, of the Code of the City of Vernon; adopting by reference (1) the 2010 California Building Code; (2) the 2010 California Electrical Code, and the 2006 edition of the ICC Electrical Code administrative provisions; (3) the 2010 California Mechanical Code; (4) the 2010 California Plumbing Code; (5) the 2010 California Existing Building Code; (6) the 2009 International Existing Building Code; (7) the 2010 California Residential Code; (8) the 2010 California Green Building Standards Code; and (9) the 2010 California Energy Code, including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1177 was adopted by the City Council of the City of Vernon amending Chapter 7, fire regulation, of the Code of the City of Vernon; adopting by reference the 2010 California Fire Code including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1178 was adopted by the City Council of the City of Vernon extending the existing time limits for the effectiveness of and the receipt of tax increment for the industrial redevelopment project.

Ordinance No. 1179 was adopted by the City Council of the City of Vernon eliminating the existing time limits on incurring debt for the first amended industrial redevelopment project.

Ordinance No. 1180 was adopted by the City Council of the City of Vernon amending section 2.1 of the Vernon City Code relating to the time and place of City Council meetings.

Ordinance No. 1181 was adopted by the City Council of the City of Vernon extending the existing time limits for commencement of eminent domain proceedings to acquire property within the industrial redevelopment project.

Ordinance No. 1183 was adopted by the City Council of the City of Vernon establishing a Housing Commission pursuant to the provisions of the City Charter of the City of Vernon and specifying the membership and duties of the Housing Commission.

Willard G. Yamaguchi, City Clerk of the City of Vernon, does hereby certify that Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 were duly introduced and approved by the City Council of the City of Vernon at a regular meeting and adopted and passed by said Council at a regular meeting held on September 20, 2011 by the following roll call vote:

AYES:	COUNCILMEMBERS:	Mayor Gonzales, Davis, McCormick, Maisano, Newmire
-------	-----------------	---

NOES:	COUNCILMEMBERS:	None
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ABSTAIN:	COUNCILMEMBERS:	None
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Dated: September 20, 2011

Willard G. Yamaguchi, City Clerk

CITY OF VERNON CITY COUNCIL MEETING
SEPTEMBER 20, 2011

SUMMARY FOR ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183

A CERTIFIED COPY OF THE FULL TEXT OF PROPOSED ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183 ARE AVAILABLE IN THE OFFICE OF THE CITY CLERK LOCATED AT 4305 SANTA FE AVENUE, VERNON, CALIFORNIA.

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Ordinance No. 1162 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 26, 2009. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1162 amending Sections Article XIV of Chapter 2 of the Vernon City Code relating to the recall of Members of the City Council.

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1. To add a definition of marijuana dispensary, store, co-op, or cultivation operation; and
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Ordinance No. 1164 was duly introduced at a regular meeting of the City Council of the City of Vernon held on January 4, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1164, a zoning ordinance prohibiting the establishment of marijuana dispensaries, stores, co-ops, or marijuana cultivation operations in any zoning district within the City by amending Sections 26.2.9 and 26.4.1-4, of the Vernon City Code as follows:

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Ordinance No. 1167 was duly introduced at a regular meeting of the City Council of the City of Vernon held on February 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1167 amending Chapter 2 of the Code of the City of Vernon, relating to City Council elections and the appointment of Council members in uncontested elections.

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Ordinance No. 1170 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1170 repealing Section 7.3 of the Vernon City Code authorizing the delegation of enforcement responsibilities for certain provisions of the Fire Code and other Fire Safety Regulations.

Ordinance No. 1171 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is

amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1178 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 15, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1178 extending the existing time limits for the effectiveness of and the receipt of tax increment for the industrial redevelopment project.

Ordinance No. 1179 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 15, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1179 eliminating the existing time limits on incurring debt for the first amended industrial redevelopment project.

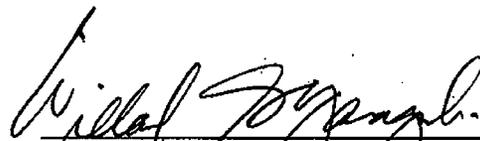
Ordinance No. 1180 was duly introduced at a regular meeting of the City Council of the City of Vernon held on December 6, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1180 amending section 2.1 of the Vernon City Code relating to the time and place of City Council meetings.

Ordinance No. 1181 was duly introduced at a regular meeting of the City Council of the City of Vernon held on December 6, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1181 extending the existing time limits for commencement of eminent domain proceedings to acquire property within the industrial redevelopment project.

Ordinance No. 1183 was duly introduced at a regular meeting of the City Council of the City of Vernon held on May 26, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1183 establishing a Housing Commission pursuant to the provisions of the City Charter of the City of Vernon and specifying the membership and duties of the Housing Commission.

Willard G. Yamaguchi, City Clerk of the City of Vernon, does hereby certify that Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 were duly introduced to the City Council of the City of Vernon at a regular meeting and said Ordinances are scheduled to be approved and adopted at a regular meeting of the City Council to be held on September 20, 2011.

Dated: 9/13/11



Willard G. Yamaguchi, City Clerk

proposing to adopt Ordinance No. 1171 adding Section 13.88 to the Vernon City Code to establish fees and charges pursuant to the aboveground petroleum storage act.

Ordinance No. 1172 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 14, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1172 amending Sections 2.34, 2.35, 2.36, 2.37 and 2.39 of Article V, Public Library, of Chapter 2, Administration, of the Vernon City Code as follows:

1. Establishing a Board of Library Trustees; composition; appointment of members; and
2. Appointing the Mayor as president and the Mayor pro tempore as president pro tempore of the Board of Library Trustees.

Ordinance No. 1173 was duly introduced at a regular meeting of the City Council of the City of Vernon held on July 19, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1173 amending the Vernon City Code to authorize the Fire Chief to report directly to the City Council and defining the term "reporting to the City Council."

Ordinance No. 1174 was duly introduced at a regular meeting of the City Council of the City of Vernon held on August 2, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1174 amending the Vernon City Code to clarify that the City Council appoints the purchasing agent.

Ordinance No. 1175 was duly introduced at a regular meeting of the City Council of the City of Vernon held on March 1, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1175 establishing a three-year restriction on cutting of newly paved or resurfaced streets and amending the Vernon City Code regarding deposits, surety bonds and liability insurance for encroachment permits and licenses.

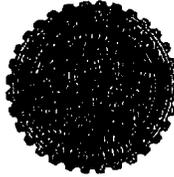
Ordinance No. 1176 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1176 amending Chapter 24, building and construction, of the Code of the City of Vernon; adopting by reference (1) the 2010 California Building Code; (2) the 2010 California Electrical Code, and the 2006 edition of the ICC Electrical Code administrative provisions; (3) the 2010 California Mechanical Code; (4) the 2010 California Plumbing Code; (5) the 2010 California Existing Building Code; (6) the 2009 International Existing Building Code; (7) the 2010 California Residential Code; (8) the 2010 California Green Building Standards Code; and (9) the 2010 California Energy Code, including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1177 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1177 amending Chapter 7, fire regulation, of the Code of the City of Vernon; adopting by reference the 2010 California Fire Code including

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CITY CLERK'S OFFICE



approved cc 9/20/11

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CITY ADMINISTRATION

STAFF REPORT
CITY ATTORNEY'S OFFICE

DATE: September 7, 2011
TO: Honorable Mayor and City Council
FROM: Michael B. Montgomery, Interim City Attorney 
RE: Adoption of Existing Ordinances

SUMMARY

It was recently discovered that recent ordinances were not published after adoption.

RECOMMENDATIONS

It is recommended that Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 be considered for adoption at the September 20th meeting. Upon fifteen (15) days of adoption summaries for all ordinances listed shall be published in the Vernon Sun.

Rather than enclosing voluminous documents in your packets, certified copies of Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 are available in the City Clerk's office. There are no changes from the ordinances originally introduced.

ORDINANCE NO. 1183

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VERNON ESTABLISHING A HOUSING COMMISSION PURSUANT TO THE PROVISIONS OF THE CITY CHARTER OF THE CITY OF VERNON AND SPECIFYING THE MEMBERSHIP AND DUTIES OF THE HOUSING COMMISSION

WHEREAS, the provisions of Chapter 2 of the City Charter of the City of Vernon state that: "The city shall have full power and authority to adopt, make, exercise and enforce all legislation, laws, and regulations and to take all actions in respect to municipal affairs, without limitation, which may lawfully be adopted, made, exercised, taken or enforced under the Constitution of the State of California subject only to such limitations as may be provided by this Charter"; and

WHEREAS, Chapter 7.5 of the City Charter of the City of Vernon authorizes the City Council to establish by ordinance such commissions as the City Council deems to be necessary and to provide for the method of selection, tenure, duties and any compensation of the commissions so established; and

WHEREAS, the City Council of the City of Vernon has determined that the creation of a Housing Commission is within the power and authority conferred on the City of Vernon by virtue of its Charter and the Constitution of the State of California; and

WHEREAS, the City Council of the City of Vernon has determined that the creation of a Housing Commission with the members and duties specified in this Ordinance is necessary and appropriate to more effectively and efficiently oversee the management, leasing and maintenance of City-owned housing stock and that having the Commission carry out these functions instead of the City Council would serve the public interest and general welfare; and

WHEREAS, the City Council of the City of Vernon has determined that the establishment of a Housing Commission with the membership and duties specified in this Ordinance is in the best interests of the residents of the City of Vernon as well as the thousands of employees who work in the City of Vernon.

THE CITY COUNCIL OF THE CITY OF VERNON HEREBY ORDAINS:

SECTION 1: The City Council of the City of Vernon hereby finds and determines that the recitals contained hereinabove are true and correct.

Section 2: Article XV of Chapter 2 of the Vernon Municipal Code is hereby added to read as follows:

ARTICLE XV

VERNON HOUSING COMMISSION

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Section 2.117.	Commission Established
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Section 2.125.	Compensation
Section 2.126.	Conflict of Interest

Section 2.117. Commission Established

The City Council of the City of Vernon hereby establishes the Vernon Housing Commission. For the purposes of this Chapter the Vernon Housing Commission shall be referred to as the Commission.

Section 2.118. Appointment of Members

The Commission shall be comprised of seven (7) members selected by the Mayor and ratified by the City Council, including:

(a) Three (3) residents of the City of Vernon, one (1) of whom shall be a member of the City Council. To be eligible for appointment, each resident shall not have, at any time within the five years preceding appointment: (i) been an employee or a consultant of the City of Vernon, except for the member of the City Council; or (ii) a financial interest in any contract, other than the lease of his or her residence or the provision of municipal services available to the public generally, to which the City of Vernon is a party.

(b) Three (3) persons, each of whom represents either a person or entity owning or operating a business located in the City of Vernon or a person or entity owning non-residential property within the City of Vernon. To be eligible for appointment, each representative shall not have, at any time within the five years preceding appointment: (i) been an employee or consultant of the City of Vernon; or (ii) a financial interest in any contract to which the City of Vernon is a party or represented any business or property owner with a financial interest in any contract, other than the lease of his or her residence or the provision of

municipal services available to the public generally, to which the City of Vernon is a party.

(c) One (1) person who is an employee of a business located in the City of Vernon. To be eligible for appointment, the person shall not have, at any time within the five years preceding appointment: (i) been an employee or consultant of the City of Vernon; or (ii) a financial interest in any contract to which the City of Vernon is a party or been an employee of a business that has a financial interest in any contract, other than the lease of his or her residence or the provision of municipal services available to the public generally, to which the City of Vernon is a party.

(d) Only one (1) of the seven (7) members of the Commission may at any time be a member of the City Council. No more than three (3) members of the Commission may at any time be tenants in City-owned housing.

Section 2.119. Terms

(a) Commission members shall serve for a term of four (4) years and may be reappointed. However, so as to permit staggered terms, the Mayor shall select the one City Councilmember, one resident and one representative of businesses or property owners to serve an initial term of only two (2) years. No person shall serve more than two (2) full four (4) year terms.

(b) In the event any Commission member resigns, no longer meets the criteria used as the basis for his or her selection pursuant to Section 2.118, or is unable to serve for any reason, the position shall be considered vacant and the Mayor shall,

within thirty (30) days after the position becomes vacant, select for ratification by the City Council a successor with the same qualifications to serve the unexpired term.

(c) A Commission member shall be considered to have vacated his or her position on the Commission if he or she misses four or more consecutive meetings without a valid excuse as determined by the Commission.

Section 2.120. Chairperson, Vice Chairperson and Officers

(a) The Commission shall have a Chairperson and Vice Chairperson, who shall be from different appointing categories pursuant to Section 2.118.

(b) The Commission members shall elect the Chairperson and Vice Chairperson at its first meeting and annually thereafter. No Commission member may serve as Chairperson for more than two consecutive terms. The Chairperson shall preside over all Commission meetings and shall have the power to appoint subcommittees and the presiding chairs of those subcommittees. The Vice Chairperson shall, in the absence of the Chairperson, perform the duties of the Chairperson.

(c) The officers of the Commission shall be the Secretary, Treasurer, Commission Counsel and Commission Director.

(d) The Secretary shall keep and maintain the records of the Commission and the minutes of the Commission meetings and also shall perform all other duties incident to the office of Secretary of the Commission. The City Clerk of the City of Vernon shall hold the position of Secretary of the Commission.

(e) The Treasurer shall supervise the fiscal affairs of the Commission, shall supervise the care and custody of all rent and other monies collected by the Commission and shall make such payments as authorized by the Commission. The Treasurer shall cause adequate, correct and regular accounts of the properties, monies and transactions managed by the Commission to be kept and maintained. The Treasurer shall render to the Commission, whenever requested, a Treasurer's report of the Commission's transactions and the financial condition of the City's investment in the City-owned dwelling units. The Treasurer of the City of Vernon shall hold the position of the Treasurer of the Commission.

(f) The Commission Director is charged with the administration, management and general supervision of the business and affairs of the Commission. The City Administrator of the City of Vernon shall hold the position of the Commission Director.

(g) The Commission Counsel shall be in overall charge of the legal affairs of the Commission and shall advise the Commission on matters within its jurisdiction, as well as with respect to compliance with the California Political Reform Act (Government Code Sections 81000, et seq.) and California Government Code Section 1090 et seq. The City Attorney of the City of Vernon shall hold the position of Commission Counsel.

Section 2.121. Duties

The Commission is hereby authorized, on behalf of the City of Vernon, to do the following:

(a) Except as otherwise set forth in this Ordinance, to take any and all action with respect to each and every City-owned dwelling unit that any owner of property in the State of

California would have the authority to take; provided, however, that the Commission shall have no authority to sell or encumber any City-owned dwelling unit, acquire ownership in any new dwelling units on behalf of the City, or non-renew any lease (whether month-to-month or term) entered into prior to and in effect as of the effective date of this Ordinance unless such non-renewal is based on grounds that otherwise would qualify for removal of the tenant for cause. The Commission is, among other things authorized: (i) to enter into leases or rental agreements with tenants or prospective tenants; (ii) to take action to remove tenants for cause when such action is permitted by the laws of the State of California; (iii) to set, adjust and collect rents and transmit the funds to the City Treasurer; and (iv) to repair or reconstruct any dwelling unit that, in the sole discretion of the Commission is in need of repair or reconstruction, subject to the expenditure requirements of Section 2.122.

(b) Recommend for adoption by the City Council and, upon adoption by the City Council, enforce a "Housing Policy" for the tenancy/occupancy of City-owned dwelling units that ensures that all Commission actions fully comply with all relevant provisions of State and Federal law. The Housing Policy shall, among other things, require that the Commission manage City-owned dwellings in conformance with State and Federal fair housing laws and provide that "first responders", which shall be defined in the Housing Policy but which shall include City firefighters, police officers, emergency medical technicians and similar positions held by employees of businesses located in Vernon, shall have first priority in leasing or renting units. The Housing Policy also shall provide for the renewal of leases for existing

tenants (whether such leases are month-to-month or for a term). The Commission shall recommend a Housing Policy to the City Council within sixty (60) days of the first meeting of the Commission. If the Commission has not recommended a Housing Policy for adoption by the City Council within ninety (90) days of the Commission's first meeting, the City Council may adopt a Housing Policy without any recommendation from the Commission. Following its adoption by the City Council, amendments to the Housing Policy shall be submitted to the Commission for a recommendation and then to the City Council for approval.

(c) Make recommendations to the City Council regarding the extent to which City ownership of housing stock continues to provide public benefits that are sufficiently adequate to merit ownership and whether the public interest would be served by the City divesting its ownership in any of the City-owned dwelling units. The Commission shall within one hundred eighty (180) days of its first meeting make a recommendation to the City Council regarding whether the City should divest its ownership of City-owned housing and, if it recommends such divestiture, provide a recommendation for a procedure that affords existing tenants a priority right to purchase units they are currently leasing.

(d) Make recommendations to the City Council with respect to opportunities for the development of housing opportunities in the City of Vernon and in other cities and communities in close proximity to the City of Vernon.

(e) Advise the City Council with respect to all matters relevant to the Housing Element of the City of Vernon or any City-owned dwelling unit in the City of Vernon.

(f) Perform such other duties as may be delegated by the City Council.

Section 2.122. Legal & Professional Services

(a) The City Administrator as Commission Director shall be the primary staff liaison to the Commission and shall provide the Commission with reasonable staff and support services. In the event the City Administrator is unable to provide such services for any reason, the Commission may enter into written contracts for staff and support services, and the fair and reasonable expenses shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon, subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(b) The City Attorney of the City of Vernon as Commission Counsel shall provide the Commission with reasonable legal services. In the event the City Attorney is unable to provide those services for any reason, the Commission may enter into written contracts to retain counsel, and the fair and reasonable legal expenses shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon.

subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(c) The Commission shall have the authority to retain the services of any professional by written contract when necessary or appropriate to the performance of its duties set forth in Section 2.121, and the expenses incurred shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon, subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(d) Prior approval from the City Council of the City of Vernon shall be required before the Commission may enter into any contract that would result in the total value of contracts entered into by the Commission without Council approval for that calendar year exceeding \$100,000.

Section 2.123. Authority to Bind the City of Vernon

The Commission shall have the authority to enter into, and bind the City of Vernon with respect to, leases, professional services and other contracts within the scope of the Commission's duties, as set forth in Section 2.121. When the Commission enters into contracts, it shall do so in the name of the City of Vernon. The Commission Director shall execute all contracts entered into by the Commission on behalf of the City of Vernon.

Section 2.124. Meetings

The Commission shall meet at least bi-monthly, i.e., every other month, on a date and at a time that is established by the Commission at its first meeting. The Commission may schedule additional meetings as necessary or appropriate. The meetings shall be noticed and conducted in compliance with the Ralph M. Brown Act (Government Code Section 54950 et seq.). All meetings shall be open to the public and regular minutes of each meeting shall be maintained by the Secretary to the Commission. A majority of Commission members shall constitute a quorum. Action may be taken by the Commission only upon a favorable vote of a majority of the Commission.

Section 2.125. Compensation

The Member of the Commission who also serves on the City Council shall not receive compensation for their attendance at Commission meetings. All other Commission members shall receive one hundred dollars (\$100.00) per meeting, up to a maximum of two hundred dollars (\$200.00) in any calendar month, as well as their actual and necessary expenses incurred in the discharge of their duties. Travel expenses of Commission members for travel outside the County of Los Angeles shall not be reimbursed without prior approval of the City Council. The Secretary, Treasurer, Commission Counsel and Commission Director shall receive no compensation as Commission officers, other than compensation received from their primary employment.

Section 2.126. Conflict of Interest

The Commission shall, within thirty (30) days of the Commission's first meeting, adopt and submit to the City Council of the City of Vernon for approval a Conflict of Interest Code in compliance with the

California Political Reform Act (Government Code Sections 81000 et seq.), which Code shall also address the obligations of Commissioners under California Government Code Section 1090 et seq.

SECTION 3: If any part of this Ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portion of this Ordinance, and this City Council hereby declares that it would have passed the remainder of this Ordinance if such invalid portion thereof had been deleted.

SECTION 4: Book of Ordinances. The City Clerk shall attest and certify to the adoption of this Ordinance and shall cause this Ordinance and the City Clerk's certification to be entered in the Book of Ordinances of the Council of this City. The City Clerk shall cause this ordinance to be published or posted as required by law.

SECTION 5: Effective Date. This Ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the thirty-first (31st) day after its passage.

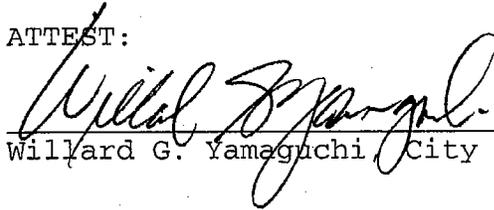
APPROVED AND ADOPTED this 7th day of June, 2011.



Name: Hilario Gonzales

Title: Mayor / ~~Mayor Pro-Tem~~

ATTEST:


Willard G. Yamaguchi, City Clerk

STATE OF CALIFORNIA)
) ss
COUNTY OF LOS ANGELES)

I, WILLARD G. YAMAGUCHI, City Clerk of the City of Vernon, do hereby certify that the foregoing Ordinance, being Ordinance No. 1183, was duly and regularly introduced at a meeting of the City Council of the City of Vernon, held in the City of Vernon on Thursday, May 26, 2011, and thereafter adopted at a meeting of said City Council held on Tuesday, June 7, 2011, by the following vote:

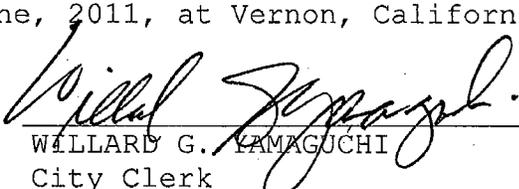
AYES: Councilmembers: Mayor Gonzales, Davis,
Maisano, Newmire

NOES: Councilmembers: None

ABSENT: Councilmembers: McCormick

And thereafter was duly signed by the Mayor or Mayor Pro-Tem of the City of Vernon.

Executed this 8 day of June, 2011, at Vernon, California.


WILLARD G. YAMAGUCHI
City Clerk

(SEAL)

CITY CLERK'S OFFICE

INTEROFFICE MEMORANDUM

DATE: June 8, 2011

TO: Rory Burnett, City Treasurer
Kristen Enomoto, Council Department Manager
Mark Whitworth, City Administrator/Fire Chief

FROM: Willard Yamaguchi, City Clerk/Interim City Attorney 

RE: Ordinance No. 1183 – An Ordinance of the City Council of the City of Vernon
Establishing a Housing Commission Pursuant to the Provisions of the City Charter of the
City of Vernon and Specifying the Membership and Duties of the Housing Commission

Transmitted herewith is a copy of Ordinance No. 1183 referenced above, which was approved by City Council on June 7, 2011.

Thank you.

WY:dj

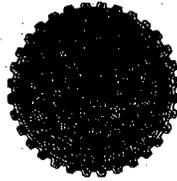
Attachment

c: Raquel Franco
Karina Rueda
Ordinance No. 1183

RECEIVED

MAY 23 2011

CITY CLERK'S OFFICE



First Reading cc 5/26/11
2nd Reading cc 6/17/11

cc id 2011-69 ✓

ord 1183

STAFF REPORT
Office of the City Administrator

DATE: May 23, 2011
TO: Honorable Mayor and City Council
FROM: Mark C. Whitworth, City Administrator 
RE: Resolution No. 2011-69, Section 3 and Section 4: City Housing Policy and Creation of Housing Commission; Rental Survey

On April 19, 2011, the City Council of the City of Vernon enacted Resolution No. 2011-69. Section 3 of the Resolution directed the City Administrator to "prepare and return within 45 days to City Council for review and approval, a City housing policy for rental of City-owned housing." Section 3 of the Resolution also specified that the "policy should consider priority for first responders and others critical to the region for the delivery of essential public services". Section 4 of the Resolution directs the preparation of a "rental survey for housing in the area and provide recommendations to the City Council for adjustments to rental housing rates based on the rent survey".

This report recommends that the City Council enact a housing policy through a two-step process: (1) adopt the attached Ordinance establishing a City of Vernon Housing Commission to oversee the management, leasing and maintenance of City-owned housing; and (2) adopt a housing policy for City-owned housing following the preparation and adoption of a recommended housing policy by the Vernon Housing Commission. This report also recommends that the Housing Commission undertake the responsibility of conducting the rental survey and, based on that survey, implement any necessary adjustments to rental rates.

Background

The City of Vernon owns 26 housing units within the City's borders. Current tenants include, among others, first responders, the City's five Councilmembers and employees of business located in Vernon. The City Council historically has, with the assistance of City staff, overseen the management, leasing and maintenance of these units.

Over the course of the last several months, the City Administrator's Office has been soliciting input from community stakeholders, including property owners, business owners, labor representatives, employees of Vernon businesses and residential tenants, as well as conducting its own review, regarding the merits of the City Council continuing to manage City-owned housing stock. Input received, as well as our own review, supported the conclusion that there would be public benefits associated with transferring direct operations of Vernon's city-owned housing to a housing commission. Based on this input and analysis, it is recommended that the City Council adopt the attached Ordinance establishing the Vernon Housing Commission.

Housing Commission

Chapter 7.5 of the City Charter authorizes the City Council to establish by ordinance such commissions as the Council deems necessary and to provide for the method of selection, tenure, duties, and any compensation of the individuals on the commissions so established. It is recommended that the City Council determine that creation of a Housing Commission, with the members and duties specified in this Ordinance, is necessary and appropriate to more effectively and efficiently oversee the day to day management, leasing and maintenance of City-owned housing stock; that having the Commission, with the assistance of City staff, carry out these functions instead of the City Council would serve the public interest and general welfare; and that establishment of the Housing Commission is in the best interests of the residents of the City of Vernon, as well as the tens of thousands of employees who work in the City of Vernon.

As set forth in the attached Ordinance, the Housing Commission would be comprised of members representing various city constituencies, including three residents (which would include one Councilmember), three owners of businesses or property within Vernon, and one employee of a business located in Vernon. The Mayor would appoint the Commissioners, with ratification by the Council.

As set forth in the attached Ordinance, the Housing Commission would be responsible for overseeing day-to-day operations of City-owned housing. This would include entering into leases, setting and adjusting rental rates, and general repair and maintenance of the units. As part of its authority to set and adjust rents, the Housing Commission would be responsible for conducting the rental survey and, based on that survey, determine any necessary adjustments to rental rates.

The Commission also would be charged with recommending a Housing Policy for City Council approval (as discussed in the section below), make recommendations to the City Council regarding whether the City should continue to own housing, make recommendations to the City Council regarding opportunities for the development of new housing within or near the City, and advise the City Council with respect to matters relevant to the City's Housing Element. The Ordinance also sets forth the authority of the Commission to incur expenses, term limits for Commissioners, compensation, designation of officers, and the requirement to adopt a conflict of interest code.

A dedicated housing commission would more efficiently oversee the day to day management, leasing, and maintenance of City-owned housing stock than the City Council, which is charged with substantial other matters related to general City operations. Delegating these duties to a commission

with members that represent diverse constituencies also would increase transparency, accountability and public participation and oversight.

Housing Policy

Once established, the Vernon Housing Commission would be charged with drafting and recommending for adoption by the City Council within sixty days of the Commission's first meeting a housing policy, as contemplated by Resolution No. 2011-69. The housing policy would continue to ensure that housing is made available on a nondiscriminatory basis, subject to priority designations for "first responders", which shall include City firefighters, police officers, emergency medical technicians and similar positions held by employees of businesses located in Vernon. The policy would provide for the renewal of leases for existing tenants and address prospective tenants' eligibility for admission, application procedures, waiting lists, and other issues necessary for efficient distribution of limited City-owned housing.

Recommendation

Adopt the attached Ordinance establishing a City of Vernon Housing Commission to oversee the management, leasing and maintenance of City-owned housing.

ORDINANCE NO. 1183

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VERNON ESTABLISHING A HOUSING COMMISSION PURSUANT TO THE PROVISIONS OF THE CITY CHARTER OF THE CITY OF VERNON AND SPECIFYING THE MEMBERSHIP AND DUTIES OF THE HOUSING COMMISSION

WHEREAS, the provisions of Chapter 2 of the City Charter of the City of Vernon state that: "The city shall have full power and authority to adopt, make, exercise and enforce all legislation, laws, and regulations and to take all actions in respect to municipal affairs, without limitation, which may lawfully be adopted, made, exercised, taken or enforced under the Constitution of the State of California subject only to such limitations as may be provided by this Charter"; and

WHEREAS, Chapter 7.5 of the City Charter of the City of Vernon authorizes the City Council to establish by ordinance such commissions as the City Council deems to be necessary and to provide for the method of selection, tenure, duties and any compensation of the commissions so established; and

WHEREAS, the City Council of the City of Vernon has determined that the creation of a Housing Commission is within the power and authority conferred on the City of Vernon by virtue of its Charter and the Constitution of the State of California; and

WHEREAS, the City Council of the City of Vernon has determined that the creation of a Housing Commission with the members and duties specified in this Ordinance is necessary and appropriate to more effectively and efficiently oversee the management, leasing and maintenance of City-owned housing stock and that having the Commission carry out these functions instead of the City Council would serve the public interest and general welfare; and

WHEREAS, the City Council of the City of Vernon has determined that the establishment of a Housing Commission with the membership and duties specified in this Ordinance is in the best interests of the residents of the City of Vernon as well as the thousands of employees who work in the City of Vernon.

THE CITY COUNCIL OF THE CITY OF VERNON HEREBY ORDAINS:

SECTION 1: The City Council of the City of Vernon hereby finds and determines that the recitals contained hereinabove are true and correct.

Section 2: Article XV of Chapter 2 of the Vernon Municipal Code is hereby added to read as follows:

ARTICLE XV

VERNON HOUSING COMMISSION

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The Commission shall be comprised of seven (7) members selected by the Mayor and ratified by the City Council, including:

(a) Three (3) residents of the City of Vernon, one (1) of whom shall be a member of the City Council. To be eligible for appointment, each resident shall not have, at any time within the five years preceding appointment: (i) been an employee or a consultant of the City of Vernon, except for the member of the City Council; or (ii) a financial interest in any contract, other than the lease of his or her residence or the provision of municipal services available to the public generally, to which the City of Vernon is a party.

(b) Three (3) persons, each of whom represents either a person or entity owning or operating a business located in the City of Vernon or a person or entity owning non-residential property within the City of Vernon. To be eligible for appointment, each representative shall not have, at any time within the five years preceding appointment: (i) been an employee or consultant of the City of Vernon; or (ii) a financial interest in any contract to which the City of Vernon is a party or represented any business or property owner with a financial interest in any contract, other than the lease of his or her residence or the provision of

municipal services available to the public generally, to which the City of Vernon is a party.

(c) One (1) person who is an employee of a business located in the City of Vernon. To be eligible for appointment, the person shall not have, at any time within the five years preceding appointment: (i) been an employee or consultant of the City of Vernon; or (ii) a financial interest in any contract to which the City of Vernon is a party or been an employee of a business that has a financial interest in any contract, other than the lease of his or her residence or the provision of municipal services available to the public generally, to which the City of Vernon is a party.

(d) Only one (1) of the seven (7) members of the Commission may at any time be a member of the City Council. No more than three (3) members of the Commission may at any time be tenants in City-owned housing.

Section 2.119. Terms

(a) Commission members shall serve for a term of four (4) years and may be reappointed. However, so as to permit staggered terms, the Mayor shall select the one City Councilmember, one resident and one representative of businesses or property owners to serve an initial term of only two (2) years. No person shall serve more than two (2) full four (4) year terms.

(b) In the event any Commission member resigns, no longer meets the criteria used as the basis for his or her selection pursuant to Section 2.118, or is unable to serve for any reason, the position shall be considered vacant and the Mayor shall,

within thirty (30) days after the position becomes vacant, select for ratification by the City Council a successor with the same qualifications to serve the unexpired term.

(c) A Commission member shall be considered to have vacated his or her position on the Commission if he or she misses four or more consecutive meetings without a valid excuse as determined by the Commission.

Section 2.120. Chairperson, Vice Chairperson and Officers

(a) The Commission shall have a Chairperson and Vice Chairperson, who shall be from different appointing categories pursuant to Section 2.118.

(b) The Commission members shall elect the Chairperson and Vice Chairperson at its first meeting and annually thereafter. No Commission member may serve as Chairperson for more than two consecutive terms. The Chairperson shall preside over all Commission meetings and shall have the power to appoint subcommittees and the presiding chairs of those subcommittees. The Vice Chairperson shall, in the absence of the Chairperson, perform the duties of the Chairperson.

(c) The officers of the Commission shall be the Secretary, Treasurer, Commission Counsel and Commission Director.

(d) The Secretary shall keep and maintain the records of the Commission and the minutes of the Commission meetings and also shall perform all other duties incident to the office of Secretary of the Commission. The City Clerk of the City of Vernon shall hold the position of Secretary of the Commission.

(e) The Treasurer shall supervise the fiscal affairs of the Commission, shall supervise the care and custody of all rent and other monies collected by the Commission and shall make such payments as authorized by the Commission. The Treasurer shall cause adequate, correct and regular accounts of the properties, monies and transactions managed by the Commission to be kept and maintained. The Treasurer shall render to the Commission, whenever requested, a Treasurer's report of the Commission's transactions and the financial condition of the City's investment in the City-owned dwelling units. The Treasurer of the City of Vernon shall hold the position of the Treasurer of the Commission.

(f) The Commission Director is charged with the administration, management and general supervision of the business and affairs of the Commission. The City Administrator of the City of Vernon shall hold the position of the Commission Director.

(g) The Commission Counsel shall be in overall charge of the legal affairs of the Commission and shall advise the Commission on matters within its jurisdiction, as well as with respect to compliance with the California Political Reform Act (Government Code Sections 81000, et seq.) and California Government Code Section 1090 et seq. The City Attorney of the City of Vernon shall hold the position of Commission Counsel.

Section 2.121. Duties

The Commission is hereby authorized, on behalf of the City of Vernon, to do the following:

(a) Except as otherwise set forth in this Ordinance, to take any and all action with respect to each and every City-owned dwelling unit that any owner of property in the State of

California would have the authority to take; provided, however, that the Commission shall have no authority to sell or encumber any City-owned dwelling unit, acquire ownership in any new dwelling units on behalf of the City, or non-renew any lease (whether month-to-month or term) entered into prior to and in effect as of the effective date of this Ordinance unless such non-renewal is based on grounds that otherwise would qualify for removal of the tenant for cause. The Commission is, among other things authorized: (i) to enter into leases or rental agreements with tenants or prospective tenants; (ii) to take action to remove tenants for cause when such action is permitted by the laws of the State of California; (iii) to set, adjust and collect rents and transmit the funds to the City Treasurer; and (iv) to repair or reconstruct any dwelling unit that, in the sole discretion of the Commission is in need of repair or reconstruction, subject to the expenditure requirements of Section 2.122.

(b) Recommend for adoption by the City Council and, upon adoption by the City Council, enforce a "Housing Policy" for the tenancy/occupancy of City-owned dwelling units that ensures that all Commission actions fully comply with all relevant provisions of State and Federal law. The Housing Policy shall, among other things, require that the Commission manage City-owned dwellings in conformance with State and Federal fair housing laws and provide that "first responders", which shall be defined in the Housing Policy but which shall include City firefighters, police officers, emergency medical technicians and similar positions held by employees of businesses located in Vernon, shall have first priority in leasing or renting units. The Housing Policy also shall provide for the renewal of leases for existing

tenants (whether such leases are month-to-month or for a term). The Commission shall recommend a Housing Policy to the City Council within sixty (60) days of the first meeting of the Commission. If the Commission has not recommended a Housing Policy for adoption by the City Council within ninety (90) days of the Commission's first meeting, the City Council may adopt a Housing Policy without any recommendation from the Commission. Following its adoption by the City Council, amendments to the Housing Policy shall be submitted to the Commission for a recommendation and then to the City Council for approval.

(c) Make recommendations to the City Council regarding the extent to which City ownership of housing stock continues to provide public benefits that are sufficiently adequate to merit ownership and whether the public interest would be served by the City divesting its ownership in any of the City-owned dwelling units. The Commission shall within one hundred eighty (180) days of its first meeting make a recommendation to the City Council regarding whether the City should divest its ownership of City-owned housing and, if it recommends such divestiture, provide a recommendation for a procedure that affords existing tenants a priority right to purchase units they are currently leasing.

(d) Make recommendations to the City Council with respect to opportunities for the development of housing opportunities in the City of Vernon and in other cities and communities in close proximity to the City of Vernon.

(e) Advise the City Council with respect to all matters relevant to the Housing Element of the City of Vernon or any City-owned dwelling unit in the City of Vernon.

(f) Perform such other duties as may be delegated by the City Council.

Section 2.122. Legal & Professional Services

(a) The City Administrator as Commission Director shall be the primary staff liaison to the Commission and shall provide the Commission with reasonable staff and support services. In the event the City Administrator is unable to provide such services for any reason, the Commission may enter into written contracts for staff and support services, and the fair and reasonable expenses shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon, subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(b) The City Attorney of the City of Vernon as Commission Counsel shall provide the Commission with reasonable legal services. In the event the City Attorney is unable to provide those services for any reason, the Commission may enter into written contracts to retain counsel, and the fair and reasonable legal expenses shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon,

subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(c) The Commission shall have the authority to retain the services of any professional by written contract when necessary or appropriate to the performance of its duties set forth in Section 2.121, and the expenses incurred shall be considered the obligation of the City and paid accordingly. For contracts that do not exceed an aggregate of twenty five thousand dollars (\$25,000) over the term of the contract and do not exceed a term of three (3) years, the Commission may enter into the contract without prior approval by the City Council of the City of Vernon, subject to Section 2.122(d). Contracts in excess of these thresholds shall require prior approval by the City Council of the City of Vernon.

(d) Prior approval from the City Council of the City of Vernon shall be required before the Commission may enter into any contract that would result in the total value of contracts entered into by the Commission without Council approval for that calendar year exceeding \$100,000.

Section 2.123. Authority to Bind the City of Vernon

The Commission shall have the authority to enter into, and bind the City of Vernon with respect to, leases, professional services and other contracts within the scope of the Commission's duties, as set forth in Section 2.121. When the Commission enters into contracts, it shall do so in the name of the City of Vernon. The Commission Director shall execute all contracts entered into by the Commission on behalf of the City of Vernon.

Section 2.124. Meetings

The Commission shall meet at least bi-monthly, i.e., every other month, on a date and at a time that is established by the Commission at its first meeting. The Commission may schedule additional meetings as necessary or appropriate. The meetings shall be noticed and conducted in compliance with the Ralph M. Brown Act (Government Code Section 54950 et seq.). All meetings shall be open to the public and regular minutes of each meeting shall be maintained by the Secretary to the Commission. A majority of Commission members shall constitute a quorum. Action may be taken by the Commission only upon a favorable vote of a majority of the Commission.

Section 2.125. Compensation

The Member of the Commission who also serves on the City Council shall not receive compensation for their attendance at Commission meetings. All other Commission members shall receive one hundred dollars (\$100.00) per meeting, up to a maximum of two hundred dollars (\$200.00) in any calendar month, as well as their actual and necessary expenses incurred in the discharge of their duties. Travel expenses of Commission members for travel outside the County of Los Angeles shall not be reimbursed without prior approval of the City Council. The Secretary, Treasurer, Commission Counsel and Commission Director shall receive no compensation as Commission officers, other than compensation received from their primary employment.

Section 2.126. Conflict of Interest

The Commission shall, within thirty (30) days of the Commission's first meeting, adopt and submit to the City Council of the City of Vernon for approval a Conflict of Interest Code in compliance with the

California Political Reform Act (Government Code Sections 81000 et seq.), which Code shall also address the obligations of Commissioners under California Government Code Section 1090 et seq.

SECTION 3: If any part of this Ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portion of this Ordinance, and this City Council hereby declares that it would have passed the remainder of this Ordinance if such invalid portion thereof had been deleted.

SECTION 4: Book of Ordinances. The City Clerk shall attest and certify to the adoption of this Ordinance and shall cause this Ordinance and the City Clerk's certification to be entered in the Book of Ordinances of the Council of this City. The City Clerk shall cause this ordinance to be published or posted as required by law.

SECTION 5: Effective Date. This Ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the thirty-first (31st) day after its passage.

APPROVED AND ADOPTED this 7th day of June, 2011.

Name: _____

Title: Mayor / Mayor Pro-Tem

ATTEST:

Willard G. Yamaguchi, City Clerk

STATE OF CALIFORNIA)
) ss
COUNTY OF LOS ANGELES)

I, Willard G. Yamaguchi, City Clerk of the City of Vernon, do hereby certify that the foregoing Ordinance, being Ordinance No. 1183 was duly and regularly introduced at a special meeting of the City Council of the City of Vernon, held in the City of Vernon on Thursday, May 26, 2011, and thereafter adopted at a meeting of said City Council held on Tuesday, June 7, 2011, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

And thereafter was duly signed by the Mayor or Mayor Pro-Tem of the City of Vernon.

Executed this ____ day of June, 2011, at Vernon, California.

Willard G. Yamaguchi, City Clerk

(SEAL)

Juarez, Debbie

From: Juarez, Debbie
Sent: Thursday, June 09, 2011 9:56 AM
To: Burnett, Rory; Enomoto, Kristen; Whitworth, Mark; Franco, Raquel; Rueda, Karina
Cc: Yamaguchi, Willard; Barcia, Ana
Subject: ORDINANCE NO. 1183 - ESTABLISHING A HOUSING COMMISSION
Attachments: Ordinance No. 1183.pdf

6/9/2011



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(2015.5 C.C.P.)

STATE OF CALIFORNIA, COUNTY OF LOS ANGELES

I am a citizen of the United States and a resident of the County aforementioned; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of

EASTERN GROUP PUBLICATIONS' EASTSIDE SUN, MEXICAN AMERICAN SUN, NORTHEAST SUN, BELL GARDENS SUN, VERNON SUN, COMMERCE COMET, CITY TERRACE COMET, MONTEBELLO COMET, MONTEREY PARK COMET, E.L.A. BROOKLYN BELVEDERE COMET AND WYVERNWOOD CHRONICLE,

newspapers of general circulation, printed and published THURSDAYS in the County of Los Angeles, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the

date of JUNE 21, 1966, CASE NUMBER 884861;

that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

SEPTEMBER 15,

all in the year 2011.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at LOS ANGELES, California, this 15th day of SEPTEMBER, 2011.

Signature

This space is for the County Clerk's Filing Stamp

CITY OF VERNON

Proof of Publication of

City of Vernon City Council Meeting

September 20, 2011

Summary for Ordinance Nos. 1160 - 1167,

1169 - 1181 and 1183

CITY OF VERNON CITY COUNCIL MEETING SEPTEMBER 20, 2011 SUMMARY FOR ORDINANCE NOS. 1160 - 1167, 1169 - 1181 AND 1183. A CERTIFIED COPY OF THE FULL TEXT OF PROPOSED ORDINANCE NOS. 1160 - 1167, 1169 - 1181 AND 1183 ARE AVAILABLE IN THE OFFICE OF THE CITY CLERK LOCATED AT 4305 SANTA FE AVENUE, VERNON, CALIFORNIA. On September 20, 2011, the City Council of the City of Vernon is proposing to adopt Ordinance Nos. 1160 - 1167, 1169 - 1181 and 1183 amending certain provisions of the Vernon City Code as follows: Ordinance No. 1160 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 26, 2009. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1160 amending Sections 13.48 to 13.73 and adding Section 13.74 to Article 13, Hazardous Materials Monitoring Program of Chapter 13, Health and Sanitation of the Vernon City Code as follows: 1. To change the title of Article 13 of Chapter 13 to Hazardous Materials Monitoring and Control Program; 2. To update and clarify definitions and other provisions in accordance with State hazardous material laws, regulations and regulatory options; 3. To renumber the following sections: Section 13.55 to 13.57, Section 13.57 to 13.58, Section 13.72 to 13.73 and Section 13.73 to 13.74 and 4. To add a section regarding unlawful hazardous materials management. Ordinance No. 1181 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 19, 2009. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1181 adopting by reference the Department of Water Resources State Model Landscaping Ordinance amending Sections 25.100, 25.101, 25.102, 25.103, 25.104, 25.105, 25.106(b), 25.107(a) and adding Section 25.112 to Article VI, Water Conservation of Chapter 25, Water of the Vernon City Code as follows: 1. To meet the requirements of the Metropolitan Water District Model Efficient Landscape Ordinance; and 2. To add a section regarding the Department of Water Resources State Model Efficient Landscape Ordinance. Ordinance No. 1162 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 26, 2009. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1162 amending Sections Article XIV of Chapter 2 of the Vernon City Code relating to the recall of Members of the City Council. Ordinance No. 1163 was duly introduced at a regular meeting of the City Council of the City of Vernon held on October 24, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1163 an Emergency Zoning Ordinance prohibiting the establishment of marijuana dispensaries, stores, co-ops for marijuana cultivation operations in any zoning district within the City by amending Sections 26.09 and 26.12 of the Vernon City Code as follows: 1. To add a definition of marijuana dispensary store; 2. To prohibit the use in any Zone or Overlay Zone of the City.

Ordinance No. 1176 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1176 amending Chapter 21 of the Code of the City of Vernon relating to the Code of the City of Vernon, including by reference: (1) the 2010 California Building Code; (2) the 2010 California Electrical Code; and the 2006 edition of the ICC Electrical Code administrative provisions; (3) the 2010 California Mechanical Code; (4) the 2010 California Plumbing Code; (5) the 2010 California Existing Building Code; (6) the 2009 International Existing Building Code; (7) the 2010 California Residential Code; (8) the 2010 California Green Building Standards Code; and (9) the 2010 California Energy Code, including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1177 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1177 amending Chapter 7 of the Code of the City of Vernon, including by reference to the 2010 California Fire Code, including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1178 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 15, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1178 extending the existing time limits for the effectiveness of and the receipt of tax increment for the industrial redevelopment project.

Ordinance No. 1179 was duly introduced at a regular meeting of the City Council of the City of Vernon held on November 15, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1179 eliminating the existing time limits on incurring debt for the first amended industrial redevelopment project.

Ordinance No. 1180 was duly introduced at a regular meeting of the City Council of the City of Vernon held on December 6, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1180 amending section 2.1 of the Vernon City Code relating to the time and place of City Council meetings.

Ordinance No. 1181 was duly introduced at a regular meeting of the City Council of the City of Vernon held on December 6, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1181 extending the existing time limits for commencement of eminent domain proceedings to acquire property within the industrial redevelopment project.

Ordinance No. 1183 was duly introduced at a regular meeting of the City Council of the City of Vernon held on May 26, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1183 establishing a Housing Commission pursuant to the provisions of the City Charter of the City of Vernon and specifying the membership and duties of the Housing Commission.

Willard G. Yamaguchi, City Clerk of the City of Vernon, does hereby certify that Ordinance Nos. 1180, 1181, 1183, 1181, and 1183 were duly introduced to the City Council of the City of Vernon at a regular meeting and said Ordinances are scheduled to be approved and adopted at a regular meeting of the City Council to be held on September 20, 2011.

Dated: _____ s/ Willard G. Yamaguchi, City Clerk

Ordinance No. 1184 was duly introduced at a regular meeting of the City Council of the City of Vernon held on January 1, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1184, including Ordinance prohibiting the establishment of marijuana dispensaries, storage areas, or marijuana cultivation operations in any zoning district within the City by amending Sections 24.29 and 26.4.4 of the Vernon City Code as follows:

- To add a definition of marijuana dispensary, store, or place of cultivation, operation and
- To prohibit the use in any zone of the City Zone of the City.

Ordinance No. 1185 was duly introduced at a regular meeting of the City Council of the City of Vernon held on January 1, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1185 amending Chapter 2 of the Code of the City of Vernon relating to city council elections, including campaign finance regulations.

Ordinance No. 1188 was duly introduced at a regular meeting of the City Council of the City of Vernon held on February 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1188 amending the existing time limits for the effectiveness of and the receipt of tax increment for the industrial redevelopment project.

Ordinance No. 1187 was duly introduced at a regular meeting of the City Council of the City of Vernon held on February 1, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1187 amending Chapter 2 of the Code of the City of Vernon relating to city council elections and the appointment of council members in contested elections.

Ordinance No. 1189 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1189 amending the 2010 California Building Code.

Ordinance No. 1174 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1174 amending Section 3 of the Vernon City Code designating the delegation of enforcement responsibilities for certain provisions of the Fire Code and general safety regulations.

Ordinance No. 1171 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1171 amending Section 14.2 of the Vernon City Code to establish fees and charges pursuant to the above ground petroleum storage fee.

Ordinance No. 1172 was duly introduced at a regular meeting of the City Council of the City of Vernon held on June 7, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1172 amending Sections 2.34, 2.35, 2.36, 2.37, and 2.38 of the City of Vernon City Code relating to the Administration of the Vernon City Code as follows:

- Establishing a board of library trustees, composition, appointment of members, and
- Appointing the Mayor as president and the Mayor pro tempore as president pro tempore of the Board of Library Trustees.

Ordinance No. 1173 was duly introduced at a regular meeting of the City Council of the City of Vernon held on July 19, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1173 amending the Vernon City Code to authorize the Fire Chief to report directly to the City Council and defining the term "reporting to the City Council."

Ordinance No. 1174 was duly introduced at a regular meeting of the City Council of the City of Vernon held on August 2, 2010. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1174 amending the Vernon City Code to clarify that the City Council appoints the purchasing agent.

Ordinance No. 1175 was duly introduced at a regular meeting of the City Council of the City of Vernon held on March 1, 2011. The City Council of the City of Vernon is proposing to adopt Ordinance No. 1175 establishing a three-year restriction on cutting of newly planted trees, roads, streets and amending the Vernon City Code regarding deposits, surety bonds and liability insurance for encroachment permits and conditions.



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STATE OF CALIFORNIA,
COUNTY OF LOS ANGELES

I am a citizen of the United States and a resident
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of eighteen years, and not a party to or interested
in the above-entitled matter. I am the principal
clerk of the printer of

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AND WYVERNWOOD CHRONICLE,

newspapers of general circulation, printed
and published THURSDAYS in the County of
Los Angeles, and which newspaper has been
adjudicated a newspaper of general circulation by
the Superior Court of the County of Los Angeles,
State of California, under the

date of JUNE 21, 1966,
CASE NUMBER 884861;

that the notice, of which the annexed is a printed
copy (set in type not smaller than nonpareil), has
been published in each regular and entire issue
of said newspaper and not in any supplement
thereof on the following dates, to-wit:

SEPTEMBER 22,

all in the year 2011.

I certify (or declare) under penalty of perjury that
the foregoing is true and correct.

Dated at LOS ANGELES, California,
this 22nd day of SEPTEMBER, 2011.

[Signature]
Signature

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CITY OF VERNON

Proof of Publication of

CITY OF VERNON CITY COUNCIL MEETING

SEPTEMBER 20, 2011

SUMMARY FOR ORDINANCE NOS.

1160 - 1167, 1169 - 1181 AND 1183

CITY OF VERNON CITY COUNCIL MEETING
SEPTEMBER 20, 2011
SUMMARY FOR ORDINANCE NOS. 1160 - 1167, 1169 - 1181 AND 1183
A CERTIFIED COPY OF THE FULL TEXT OF ADOPTED
ORDINANCE NOS. 1160 - 1167, 1169 - 1181 AND 1183 ARE
AVAILABLE IN THE OFFICE OF THE CITY CLERK LOCATED AT
1305 SANTA FE AVENUE, VERNON, CALIFORNIA
Ordinance Nos. 1160 - 1167, 1169 - 1181 and 1183 were duly introduced
at a regular meeting of the City Council of the City of Vernon and approved
and adopted by said Council at a regular meeting held on September 20,
2011.
On September 20, 2011, the City Council of the City of Vernon adopted
Ordinance Nos. 1160 - 1167, 1169 - 1181 and 1183 amending certain
provisions of the Vernon City Code as follows:
Ordinance No. 1160 was adopted by the City Council of the City of
Vernon amending Sections 11.48 (a), 11.47 (a) and adding Section 11.47 (b) to
Article IV, Hazardous Materials Monitoring Program of Chapter 11, Health
and Sanitation of the Vernon City Code as follows:
To change the title of Article IV of Chapter 11 to Hazardous Materials
Monitoring and Control Program
To update and clarify definitions and other provisions in accordance
with State hazardous materials laws, regulations and regulatory options
to renumber the following sections: Section 11.48 (a), 11.47 (a) and
Section 11.47 (b) to Sections 11.47 (a), 11.47 (b) and Section 11.48 (a) and
to add a section regarding initial hazardous materials management
Ordinance No. 1161 was adopted by the City Council of the City of Vernon
amending the Department of Water Resources Staff Code
and adding Ordinance amending Sections 25.100, 25.011, 25.021,
25.031, 25.041, 25.051, 25.061, 25.071 (a) and adding Section 25.071 (b)
to Article VI, Water Conservation of Chapter 25, Water of the Vernon City
Code as follows:
To meet the requirements of the Metropolitan Water District Model
Bill for Land Use Ordinances and
To add a section regarding the Department Water Resource Staff
Model Bill Land Use Ordinance
Ordinance No. 1162 was adopted by the City Council of the City of Vernon
amending Article XIV of Chapter 22 of the Vernon City Code relating to the
recall of members of the City Council
Ordinance No. 1163 an Emergency Zoning Ordinance was adopted by
the City Council of the City of Vernon prohibiting the establishment of
any drive-in dispensary, store or collection facility for any type of
operation in any zoning district within the city by amending Sections 26.23 (a) and
26.24 (a) of the Vernon City Code as follows:
To add a definition of retail drive-in dispensary, store or collection facility
operation and
To prohibit the use in any zone or overlay zone of the city
Ordinance No. 1164 a Zoning Ordinance was adopted by the City
Council of the City of Vernon prohibiting the establishment of any drive-in
dispensary, store or collection facility for any type of operation in any
zoning district within the city by amending Sections 26.23 (a) and 26.24 (a)
of the Vernon City Code as follows:
To add a definition of retail drive-in dispensary, store or collection facility
operation and
To prohibit the use in any zone or overlay zone of the city
Ordinance No. 1165 was adopted by the City Council of the City of
Vernon amending
Article VI of the Code of the City of Vernon relating to City Council
election campaign finance regulations

Ordinance No. 1166 was adopted by the City Council of the City of Vernon temporarily suspending acceptance and review of non-exclusive solid waste franchise agreement applications.

Ordinance No. 1167 was adopted by the City Council of the City of Vernon amending Chapter 2 of the Code of the City of Vernon relating to City Council elections and the appointment of Council members in uncontested elections.

Ordinance No. 1169 was adopted by the City Council of the City of Vernon abolishing the Police and Fire Commission.

Ordinance No. 1170 was adopted by the City Council of the City of Vernon repealing Section 7.03 of the Vernon City Code authorizing the delegation of enforcement responsibilities for certain provisions of the Fire Code and other Fire Safety Regulations.

Ordinance No. 1171 was adopted by the City Council of the City of Vernon adding Section 19.68 to the Vernon City Code to establish fees and charges pursuant to the aboveground petroleum storage act.

Ordinance No. 1172 was adopted by the City Council of the City of Vernon amending Sections 2.34, 2.36, 2.37, 2.38 and 2.39 of Article V, Public Library of Chapter 2, Administration of the Vernon City Code as follows:

- Establishing a Board of Library Trustees, composition, appointment of members, and
- Appointing the Mayor as president and the Mayor pro tempore as president pro tempore of the Board of Library Trustees.

Ordinance No. 1173 was adopted by the City Council of the City of Vernon amending the Vernon City Code to authorize the Fire Chief to report directly to the City Council and defining the term, reporting to the City Council.

Ordinance No. 1174 was adopted by the City Council of the City of Vernon amending the Vernon City Code to clarify that the City Council appoints the purchasing agent.

Ordinance No. 1175 was adopted by the City Council of the City of Vernon establishing a three-year restriction on cutting of newly paved or resurfaced streets and amending the Vernon City Code regarding deposits, surety bonds and liability insurance for encroachment permits and licenses.

Ordinance No. 1176 was adopted by the City Council of the City of Vernon amending Chapter 24 building and construction of the Code of the City of Vernon adopting by reference (1) the 2010 California Building Code, (2) the 2010 California Electrical Code and the 2006 edition of the IFC Electrical Code administrative provisions, (3) the 2010 California Mechanical Code, (4) the 2010 California Plumbing Code, (5) the 2010 California Existing Building Code, (6) the 2009 International Existing Building Code, (7) the 2010 California Residential Code, (8) the 2010 California Green Building Standards Code, and (9) the 2010 California Energy Code, including amendments, additions, and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1177 was adopted by the City Council of the City of Vernon amending Chapter 7 fire regulation of the Code of the City of Vernon adopting by reference the 2010 California Fire Code including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1178 was adopted by the City Council of the City of Vernon extending the existing time limits for the effectiveness of and the receipt of enforcement for the industrial redevelopment project.

Ordinance No. 1179 was adopted by the City Council of the City of Vernon eliminating the existing time limits for incurring debt for the aforementioned industrial redevelopment project.

Ordinance No. 1180 was adopted by the City Council of the City of Vernon amending section 2.1 of the Vernon City Code relating to the time and place of City Council meetings.

Ordinance No. 1181 was adopted by the City Council of the City of Vernon extending the existing time limits for commencement of eminent domain proceedings to acquire property within the industrial redevelopment project.

Ordinance No. 1183 was adopted by the City Council of the City of Vernon establishing a Housing Commission pursuant to the provisions of the City Charter of the City of Vernon and specifying the membership and duties of the Housing Commission.

Willard G. Yamaguchi, City Clerk of the City of Vernon, does hereby certify that Ordinances Nos. 1160, 1167, 1169, 1171, 1172 and 1183 were duly introduced and approved by the City Council of the City of Vernon at a regular meeting and adopted on the basis of said ordinance at a regular meeting held on September 30, 2010 by the following roll call vote:

AYES: COUNCILMEMBERS: Mayor Gonzales, Davis, Madril, and Mariano Newman.

NOES: COUNCILMEMBERS: None.

ABSTAIN: COUNCILMEMBERS: None.

Dated: September 30, 2010. /s/ Willard G. Yamaguchi, CITY CLERK

CITY OF VERNON CITY COUNCIL MEETING
SEPTEMBER 20, 2011

SUMMARY FOR ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183

A CERTIFIED COPY OF THE FULL TEXT OF ADOPTED ORDINANCE NOS. 1160 – 1167, 1169 – 1181 AND 1183 ARE AVAILABLE IN THE OFFICE OF THE CITY CLERK LOCATED AT 4305 SANTA FE AVENUE, VERNON, CALIFORNIA.

Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 were duly introduced at a regular meeting of the City Council of the City of Vernon and approved and adopted by said Council at a regular meeting held on September 20, 2011.

On September 20, 2011, the City Council of the City of Vernon adopted Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 amending certain provisions of the Vernon City Code as follows:

Ordinance No. 1160 was adopted by the City Council of the City of Vernon amending Sections 13.48 to 13.73 and adding Section 13.74 to Article IV, Hazardous Materials Monitoring Program, of Chapter 13, Health and Sanitation, of the Vernon City Code as follows:

1. To change the title of Article IV of Chapter 13 to Hazardous Materials Monitoring and Control Program;
2. To update and clarify definitions and other provisions in accordance with State hazardous material laws, regulations and regulatory options;
3. To renumber the following sections: Section 13.55 to 13.57, Section 13.57 to 13.55, Section 13.72 to 13.73 and Section 13.73 to 13.74; and
4. To add a section regarding unlawful hazardous materials management.

Ordinance No. 1161 was adopted by the City Council of the City of Vernon adopting by reference the Department of Water Resources State Model Landscaping Ordinance, amending Sections 25.100, 25.101, 25.102, 25.103, 25.104, 25.105, 25.106(b), 25.107(a) and adding Section 25.112 to Article VI, Water Conservation of Chapter 25, Water, of the Vernon City Code as follows:

1. To meet the requirements of the Metropolitan Water District Model Efficient Landscape Ordinance; and
2. To add a section regarding the Department of Water Resources State Model Efficient Landscape Ordinance.

Ordinance No. 1162 was adopted by the City Council of the City of Vernon amending Article XIV of Chapter 2 of the Vernon City Code relating to the recall of Members of the City Council.

Ordinance No. 1163, an emergency Zoning Ordinance, was adopted by the City Council of the City of Vernon prohibiting the establishment of marijuana dispensaries, stores, co-ops, or marijuana cultivation operations in any zoning district within the City by amending Sections 26.2.9 and 26.4.1-4, of the Vernon City Code as follows:

1. To add a definition of marijuana dispensary, store, co-op, or cultivation operation; and
2. To prohibit the use in any Zone or Overlay Zone of the City.

Ordinance No. 1164, a zoning ordinance, was adopted by the City Council of the City of Vernon prohibiting the establishment of marijuana dispensaries, stores, co-ops, or marijuana cultivation operations in any zoning district within the City by amending Sections 26.2.9 and 26.4.1-4, of the Vernon City Code as follows:

1. To add a definition of marijuana dispensary, store, co-op, or cultivation operation; and
2. To prohibit the use in any Zone or Overlay Zone of the City.

Ordinance No. 1165 was adopted by the City Council of the City of Vernon amending Chapter 2 of the Code of the City of Vernon, relating to City Council elections to implement campaign finance regulations.

Ordinance No. 1166 was adopted by the City Council of the City of Vernon temporarily suspending acceptance and review of non-exclusive solid waste franchise agreement applications.

Ordinance No. 1167 was adopted by the City Council of the City of Vernon amending Chapter 2 of the Code of the City of Vernon, relating to City Council elections and the appointment of Council members in uncontested elections.

Ordinance No. 1169 was adopted by the City Council of the City of Vernon abolishing the Police and Fire Commission.

Ordinance No. 1170 was adopted by the City Council of the City of Vernon repealing Section 7.3 of the Vernon City Code authorizing the delegation of enforcement responsibilities for certain provisions of the Fire Code and other Fire Safety Regulations.

Ordinance No. 1171 was adopted by the City Council of the City of Vernon adding Section 13.88 to the Vernon City Code to establish fees and charges pursuant to the aboveground petroleum storage act.

Ordinance No. 1172 was adopted by the City Council of the City of Vernon amending Sections 2.34, 2.35, 2.36, 2.37 and 2.39 of Article V, Public Library, of Chapter 2, Administration, of the Vernon City Code as follows:

1. Establishing a Board of Library Trustees; composition; appointment of members; and
2. Appointing the Mayor as president and the Mayor pro tempore as president pro tempore of the Board of Library Trustees.

Ordinance No. 1173 was adopted by the City Council of the City of Vernon amending the Vernon City Code to authorize the Fire Chief to report directly to the City Council and defining the term "reporting to the City Council."

Ordinance No. 1174 was adopted by the City Council of the City of Vernon amending the Vernon City Code to clarify that the City Council appoints the purchasing agent.

Ordinance No. 1175 was adopted by the City Council of the City of Vernon establishing a three-year restriction on cutting of newly paved or resurfaced streets and amending the Vernon City Code regarding deposits, surety bonds and liability insurance for encroachment permits and licenses.

Ordinance No. 1176 was adopted by the City Council of the City of Vernon amending Chapter 24, building and construction, of the Code of the City of Vernon; adopting by reference (1) the 2010 California Building Code; (2) the 2010 California Electrical Code, and the 2006 edition of the ICC Electrical Code administrative provisions; (3) the 2010 California Mechanical Code; (4) the 2010 California Plumbing Code; (5) the 2010 California Existing Building Code; (6) the 2009 International Existing Building Code; (7) the 2010 California Residential Code; (8) the 2010 California Green Building Standards Code; and (9) the 2010 California Energy Code, including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1177 was adopted by the City Council of the City of Vernon amending Chapter 7, fire regulation, of the Code of the City of Vernon; adopting by reference the 2010 California Fire Code including amendments, additions and deletions, and repealing all ordinances and parts of ordinances in conflict therewith.

Ordinance No. 1178 was adopted by the City Council of the City of Vernon extending the existing time limits for the effectiveness of and the receipt of tax increment for the industrial redevelopment project.

Ordinance No. 1179 was adopted by the City Council of the City of Vernon eliminating the existing time limits on incurring debt for the first amended industrial redevelopment project.

Ordinance No. 1180 was adopted by the City Council of the City of Vernon amending section 2.1 of the Vernon City Code relating to the time and place of City Council meetings.

Ordinance No. 1181 was adopted by the City Council of the City of Vernon extending the existing time limits for commencement of eminent domain proceedings to acquire property within the industrial redevelopment project.

Ordinance No. 1183 was adopted by the City Council of the City of Vernon establishing a Housing Commission pursuant to the provisions of the City Charter of the City of Vernon and specifying the membership and duties of the Housing Commission.

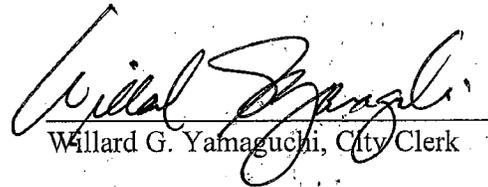
Willard G. Yamaguchi, City Clerk of the City of Vernon, does hereby certify that Ordinance Nos. 1160 – 1167, 1169 – 1181 and 1183 were duly introduced and approved by the City Council of the City of Vernon at a regular meeting and adopted and passed by said Council at a regular meeting held on September 20, 2011 by the following roll call vote:

AYES: COUNCILMEMBERS: Mayor Gonzales, Davis,
McCormick, Maisano, Newmire

NOES: COUNCILMEMBERS: None

ABSTAIN: COUNCILMEMBERS: None

Dated: September 20, 2011


Willard G. Yamaguchi, City Clerk

**Vernon Housing Commission
Regular Meeting 9/14/2016**

Item No. 4

Attachment:

**Financial Hardship Application from
Tenant at [REDACTED]**

**Is available upon request from the
City Clerk Department.**

**Please contact us at
cityclerk@ci.vernon.ca.us
or at (323) 583-8811 extension 546**

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CITY ADMINISTRATION

CF/DF

STAFF REPORT
PUBLIC WORKS, WATER & DEVELOPMENT SERVICES
DEPARTMENT

DATE: September 14, 2016

TO: Honorable Vernon Housing Commission

FROM: Derek Wieske, ^{DW/AZ} Director of Public Works Water and Development Services
Originator: Scott B. Rigg, Public Works and Water Superintendent *SR*

RE: Status of Pest and Rodent Control Programs

Recommendation

It is recommended that the Housing Commission receive and file a summary report on the status of the City of Vernon Rodent and Pest Control.

Discussion

City staff continues to monitor the observed pest population at all City-owned housing units and City-owned apartment units. The City contracts with Dewey Pest Control (Dewey) to perform pest and rodent control measures to each City housing unit on a monthly basis. The City has had a long-term agreement with Dewey to perform pest control services at the City-owned apartments. The City recently expanded its pest control coverage to include the housing units located on Furlong Place, Fruitland Avenue, and Vernon Avenue.

Insect Control

More recently, staff has received inquiries from tenants regarding sightings of water bugs, cock roaches, spiders, and general household pests. The recent application of insecticides at all City-owned housing and City-owned apartments should serve to control the pest population. Currently, Dewey applies the insecticides around the perimeter and base of each unit. This strategy serves to kill the pests before they can enter the interior of the units. There has been some concern, based on staff's review of each unit, that spiders may be entering units between the main structure and siding panels. Staff will continue to monitor this and apply additional applications of insecticide, if required, to ensure that spiders, or other pests, are kept under control.

Moreover, a concerted effort will be placed on the quantification of pest colonies in order to measure the effectiveness of the pest control program currently in-place. Staff will continue to perform visual

observations and reach out to the tenants to determine if the pest control program is alleviating unwanted pests. Staff has performed extensive inspections of City housing units for any signs of termite infestation. To date, staff has not identified any termites frequenting City housing units. Staff will continue to monitor for termites in the future.

The City will be sending a "Tenant Satisfaction Survey" to all City tenants in the near future. The subject survey will contain questions relating to pest and rodent control, which will be used by City staff to quantify the effectiveness of the above mentioned control measures.

Rodent Control

Dewey Pest Control is also tasked with rodent control. The measures put in place, include the placement of placebo bait-stations (non-poisonous bait) in strategic locations along the front and back yards of each housing unit at Furlong Place. The placebo stations are used to identify where the rodents are feeding. Once this is determined, the stations are located at identified feeding areas using a commercially approved bait.

Staff has not received any tenant inquiries regarding rodent sightings. Dewey Pest Control records from May of 2016 through August of 2016 show a continued reduction in rodent activity. Recent inspections of the bait-stations by City staff have also determined that there has been little or no feeding by rodents. This is a clear indication that the rodent population is under control. Tenants can report any sightings of wildlife to City staff who will contact the appropriate authority and/or contracted pest control service agency.

Moreover, a concerted effort will be placed on the quantification of the rodent population in order to measure the effectiveness of the rodent control program currently in-place. Staff will continue to perform visual observations and reach out to the tenants to determine if the rodent control program is effectively alleviating unwanted rodents.

Attachments:

None.



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STAFF REPORT CITY ADMINISTRATION

DATE: September 14, 2016

TO: Honorable Vernon Housing Commission

FROM: Carlos R. Fandino Jr., City Administrator/ Housing Commission Director *CF/DF*
Originator: Anthony Zarate, Administrative Secretary *AZ*

RE: 2016 Tenant Satisfaction Surveys to all City-Owned Housing Units

Recommendation

- A. Find that the recommendation to administer a Tenant Satisfaction Survey is exempt under the California Environmental Quality Act ("CEQA") because such is not a "project" as that term is defined in the CEQA Guidelines section 15378, and even if it were a project, it would still be exempt in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Provide staff with any input regarding the 2016 Tenant Satisfaction Survey; and
- C. Approve the attached 2016 Tenant Satisfaction Survey for tenants in City-Owned Housing with recommendations provided by the Commission.

Background

In March 2014, City staff conducted its first ever Tenant Satisfaction Survey. At that time, Solari Enterprises, Inc. ("Solari"), a professional, third party, residential property manager hired by the Vernon Housing Commission through a competitive bid process, had been in place for approximately 10 months. The results of the March 2014 Survey were summarized in a comprehensive staff report to the Commission detailing, among other related matters, Solari's performance under its one-year contract with the City. Based on the assessment of Solari's performance and consideration of other related factors, Solari's contract was not renewed and City staff resumed the day-to-day oversight and maintenance of the City's housing stock, effective June 1, 2014.

In March 2015, City staff conducted a second survey, using the same survey form previously used in 2014 for the sake of consistency and ease of comparison. As of March 2015, City staff had been handling the property management duties for approximately 10 months. City staff received a

total of 14 completed surveys and the results were presented at the June 10, 2015 Vernon Housing Commission meeting.

Earlier in 2016, City staff became aware of several maintenance issues and uncontrolled vermin related to City housing. Since then, staff has taken a pro-active approach to address all issues and tenant concerns that fall within staff's capacity. Issues that cannot be addressed in-house have been outsourced to professionals following the City's competitive bid process.

The attached 2016 Tenant Satisfaction Survey will be used to measure the overall satisfaction of tenants and will assist staff as well as the Commission in evaluating the effectiveness of its latest actions. However, before the survey is sent out again, staff is seeking input from the Commission.

Fiscal Impact

There is no known or anticipated fiscal impact associated with reviewing or sending out the 2016 Tenant Satisfaction Survey.

Attachments

1. Proposed 2016 Tenant Satisfaction Survey



Tenant Satisfaction Survey

For each question, please select the number that most closely corresponds to your answer in the box to the right.

Unacceptable	Need to Improve	Satisfactory	Above Standard	Outstanding
1	2	3	4	5

I. Leasing Experience (includes Lease Renewals):

	1	2	3	4	5	N/A
Ease of leasing process	<input type="radio"/>					
Leasing agent/City staff was knowledgeable and helpful	<input type="radio"/>					
Follow up and continuing contact with the leasing agent/City staff	<input type="radio"/>					
Lease-Up process was completed in a timely manner	<input type="radio"/>					
Overall quality of leasing experience	<input type="radio"/>					

Please provide additional comments about your leasing experience:

II. Appearance and Condition of the Property:

*For any questions that do not apply to your type of residence, please mark the N/A box accordingly.

	1	2	3	4	5	N/A
Exterior cleanliness of building	<input type="radio"/>					
Exterior Pest/Rodent Control	<input type="radio"/>					
Interior Pest/Rodent Control	<input type="radio"/>					
Landscaping (50 th Street Apartments Only)	<input type="radio"/>					
Rain Gutters	<input type="radio"/>					
Cleanliness of common areas	<input type="radio"/>					
Cleanliness of parking areas	<input type="radio"/>					
Exterior/Unit signage	<input type="radio"/>					
Mailboxes or mail area	<input type="radio"/>					
Exterior lighting	<input type="radio"/>					
Interior fixed lighting	<input type="radio"/>					

Please provide additional comments about the Appearance and Condition of the Property:

III. Property Features:

	1	2	3	4	5	N/A
Tenant parking	<input type="radio"/>					
Visitor parking	<input type="radio"/>					
Heating & Air Conditioning	<input type="radio"/>					

Please provide additional comments about the Property Features:

IV. Housing Coordinator/City Staff:

	1	2	3	4	5	N/A
Ease of contacting Housing Coordinator/City Staff	<input type="radio"/>					
Follow-up after problems are reported	<input type="radio"/>					
Timely and satisfactory resolution of problems	<input type="radio"/>					
Knowledge/Competence of Housing Coordinator/City Staff	<input type="radio"/>					
Willingness of Housing Coordinator/City Staff to respond to needs and keep tenants happy	<input type="radio"/>					
Clarity of communication by Housing Coordinator/City Staff	<input type="radio"/>					
Courtesy and respect with which you are treated	<input type="radio"/>					
Quality of service you receive	<input type="radio"/>					
Implementation of the Housing Commission's policies and procedures	<input type="radio"/>					
Timeliness of rent invoices	<input type="radio"/>					
Accuracy of rent invoices	<input type="radio"/>					
Overall tenant morale	<input type="radio"/>					

Please provide additional comments about the Housing Coordinator/City Staff:

V. Maintenance Service:

	1	2	3	4	5	N/A
Ease in submitting maintenance requests	<input type="radio"/>					
Communication with maintenance staff	<input type="radio"/>					
Maintenance request was responded to in a timely manner	<input type="radio"/>					
Timely and satisfactory completion of maintenance requests	<input type="radio"/>					
Maintenance staff left work area clean	<input type="radio"/>					

Please provide additional comments related to maintenance:

Would you recommend this property to others? Yes _____ No _____

Please explain why or why not:

Based on the quality of your property, and the level of service you have received, if your lease were expiring today, would you renew your lease? Yes _____ No _____

Please explain why or why not:

Please provide any ideas or suggestions that would enhance your tenancy at the property:

Please provide any additional comments relating to your experience as a tenant, including interactions with City staff, neighbors, etc.:

The following information is optional:

Name: _____

Unit Number: _____

Email Address: _____

Phone Number: _____

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CITY ADMINISTRATION

CF/DF

STAFF REPORT

DEPARTMENT OF PUBLIC WORKS, WATER AND DEVELOPMENT SERVICES

DATE: September 14, 2016

TO: Honorable Vernon Housing Commission

FROM: ^{DW} Derek Wieske, Director of Public Works, Water and Development Services
Department

RE: Consideration of Procedures Regarding Temporary Relocation of Leases and
Authorized Occupants and Procedures Regarding Unit-to-Unit Transfers

Recommendations

- A. Find that consideration of the Procedures Regarding Temporary Relocation of Leasees and Authorized Occupants and the Unit-to-Unit Transfer policies are exempt from California Environmental Quality Act ("CEQA") review, because the activity, which is purely administrative in nature, does not constitute a "project" as that term is defined under CEQA Guidelines Section 15378, and even if it were a project, it would be categorically exempt from CEQA review in accordance with CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects that may have a significant effect on the environment; and
- B. Direct staff to modify the Procedures Regarding Temporary Relocation of Leases and Authorized Occupants and Procedures Regarding Unit-to-Unit Transfers.

Background

On September 19, 2012, the Vernon Housing Commission adopted the Unit-to-Unit Transfer Procedures ("Transfer Procedures"). On December 10, 2014, the Commission adopted the Procedures Regarding Temporary Relocation of Leases and Authorized Occupants ("Temporary Relocation Procedures"). In the consideration of both of these procedures, it is important to distinguish between a transfer and a relocation. A "transfer" is defined as any existing tenant of a City of Vernon-owned housing unit requesting to be transferred to any other City-owned unit upon availability and in accordance with the Transfer Procedures. In other words, a unit transfer is initiated by the tenant. On the other hand, a "relocation" is generally associated with a request to relocate to another residence, and initiated by the City, based on a capital improvement project or

a maintenance need. When these procedures were drafted, it was envisioned that a relocation would be only temporary while a transfer would typically be permanent.

However, recently, in the context of the City's Housing Remodeling Project, when a tenant was asked to relocate temporarily to another vacant housing unit, the tenant asked whether they could relocate permanently to the new housing unit and not return to the old housing unit. In reviewing both the Transfer Procedures and the Temporary Relocation Procedures, it appears that the procedures should be clarified to permit a permanent relocation following a City-initiated request to relocate. Furthermore, it appears that the Transfer Procedures and the Temporary Relocation Procedures are very much related such that Staff has recognized a benefit to combining the two procedures. To that end, Staff has developed the attached revised Procedure. It is now recommended that the Housing Commission consider the modified procedure attached herewith. The proposed procedures have been approved as to form by the Commission's Counsel.

Fiscal Impact

There is no fiscal impact associated with the approval of the Modified Procedures Regarding Temporary Relocation of Leases and Authorized Occupants and Regarding Unit-to-Unit Transfers.

Attachment

1. Modified Procedures Regarding Temporary Relocation of Leases and Authorized Occupants and Regarding Unit-to-Unit Transfers.
2. Unit-to-Unit Transfer Procedures
3. Temporary Relocation Procedures

**Vernon Housing Commission
Procedure Regarding Leasee/Authorized Occupant Relocation**

Pursuant to Ordinance 1183, as amended, and the Vernon Rental Housing Policy (“VRHP”), the Vernon Housing Commission (“VHC”) hereby adopts the following procedure to address any lease/authorized occupant’s need/desire to be re-located, either temporarily or permanently.

Recitals

A. The VHC is committed to managing its housing stock according to “best practices” for private, residential housing. The VRHP requires that all procedures be “neutral, fair, and reasonable.”

B. Every lease/authorized occupant is entitled to a habitable rental unit.

C. On September 19, 2012, the VHC adopted its Unit-to-Unit Transfer Procedures (“Transfer Procedures”).

D. On December 10, 2014, the VHC adopted its Procedures Regarding Temporary Relocation of Leasees and Authorized Occupants (“Temporary Relocation Procedures”).

E. Since the adoption of the Transfer Procedures and the Temporary Relocation Procedures, the VHC has concluded that there is a need for a single, comprehensive, relocation procedure covering both temporary and permanent relocations. This Comprehensive Relocation Procedure is intended to and does supersede both the Transfer Procedures and the Temporary Relocation Procedures.

F. This Comprehensive Relocation Procedure is intended to apply to the following situations:

1. Temporary Relocation – City Initiated: If, through no fault of a Leasee, Authorized Occupant, and/or Guest, a rental unit becomes temporarily uninhabitable, as determined by the City, the Leasee and any Authorized Occupants shall be entitled, at the Leasee’s option, to be re-located to housing accommodations comparable to the rental unit in good condition for so long as the rental unit is uninhabitable.

2. Permanent Relocation – City Initiated: Any leasee of a City of Vernon owned housing unit may request a permanent relocation to any other City-owned unit on a priority basis.

3. Permanent Relocation – Tenant Initiated: Any leasee of a City of Vernon owned housing unit may request a permanent relocation to any other City-owned unit upon availability.

G. The VHC desires to adopt procedures with respect to the relocation of Leasees and Authorized Occupants that are “neutral, fair, and reasonable.” The VHC recognizes that unless it uniformly applies a relocation procedure to all leasees, it will not be treating all leasees neutrally and fairly.

Procedures

A. Temporary Relocations

1. When Temporary Relocation is Authorized. Temporary relocation shall be authorized, at City expense, only if a rental unit is uninhabitable or if it is determined that in light of required repairs to a rental unit, temporary relocation will facilitate more expedient and cost effective repairs, even when the cost of temporary relocation is taken into account. Whether relocation should be authorized shall be determined on an objective basis in light of best practices for a private landlord, and shall be determined by disinterested City staff and/or consultants who have expertise with respect to the subject repair(s).

a. Required Relocation. If the City determines that a rental unit is uninhabitable, relocation shall be required until such time as the rental unit is returned to a habitable condition. Habitability shall be determined in light of the rental unit’s current condition and in light of the effect any needed repairs may have on the habitability of the rental unit during the course of repairs.

b. Optional Relocation. If a rental unit is otherwise habitable, a Leasee shall have an option either to accept relocation or to decline relocation, at the Leasee’s sole discretion, even if the total cost to repair to the rental unit shall be higher in light of the non-relocation.

2. Types of Alternative Housing. Generally, the type of alternative housing to which a Leasee and an Authorized Occupant is entitled shall be determined by the expected length of time alternative housing is required. As a general rule, if a temporary relocation is expected to last no more than 30 days, the relocation shall be presumed to be “short-term.” As a general rule, if a temporary relocation is expected to last for more than 30 days, the relocation shall be presumed to be “long-term.” Any presumption created by this procedure may be overcome if, as determined by the City, and based on the facts and circumstances of any particular case, an alternative categorization is appropriate.

a. Temporary Short-term Relocation. As a general rule, if temporary short-term relocation is authorized, the alternative housing shall be in the form of a qualifying hotel or other short-term housing option, as provided for in the ERP, discussed below.

b. Temporary Long-term Relocation. As a general rule, if temporary long-term relocation is authorized, the alternative housing shall be in the form of a comparably furnished apartment with a comparable number of bedrooms and bathrooms as the subject rental unit.

3. Reimbursable Relocation Expenses. If temporary relocation is authorized, the City shall bear all reasonable costs associated with the relocation, including the cost of alternative housing, the reasonable cost, if any, of moving personal possessions from and to the rental unit to the temporary housing, and any reasonable increase in food costs, if any, necessitated by the relocation. To the extent the City's Expense Reimbursement Policy then in effect ("ERP") covers a subject expense, the ERP shall govern the type of expense that may be covered and the amount of coverage. To the extent the ERP does not cover a subject expense, an expense may be covered only if it is actually incurred, is reasonable as determined by the City, and only for the actual amount of the expense.

4. Rent Abatement as an Alternative. If a Leasee who is otherwise entitled to temporary relocation instead chooses to re-locate on his or her own, the Leasee shall be entitled to rent abatement for the length of time temporary relocation would have otherwise been authorized.

5. Approval Required by City Attorney or Outside Counsel. If the amount of expected reimbursable relocation expenses is in excess of \$5,000, prior approval of the expenditure from the City Attorney or outside counsel to the VHC shall be required.

B. Permanent Relocations

City Initiated Permanent Relocations

1. If a temporary long-term relocation becomes necessary as set forth in this procedure, the leasee, at the leasee's sole option, may request a permanent relocation to a then vacant City-owned housing unit in lieu of a temporary long-term relocation.

2. A leasee shall have 10 days from the date of receiving notice of the need for a temporary long-term relocation to elect a permanent relocation. A permanent relocation may be elected only if a housing unit is vacant at the time of the election and the vacant unit can be occupied within 30 days of the election.

3. If a leasee elects a permanent relocation, the leasee shall have priority over all other existing or potential new leasees to select a vacant housing unit.

4. No transfer fee shall be due for a City initiated permanent relocation.

5. Any leasee permanently relocating to a different unit will immediately pay the then established market rent for the unit to which the leasee has relocated. This will require a review and determination of the leasee's credit worthiness to lease such unit.

Leasee Initiated Permanent Relocations

1. All permanent relocation requests initiated by a leasee must be submitted in writing by the leasee on the attached Permanent Relocation Request Form.

2. A leasee must have occupied his/her then current unit for a minimum of one year prior to submitting a Permanent Relocation Request Form.

3. A maximum of one Permanent Relocation Request Form per leasee will be accepted in any calendar year and shall be valid for that calendar year only.

4. Permanent Relocation Request Forms shall be accepted anytime throughout the year and shall be randomly rank ordered onto a wait list through the same lottery process conducted each June and December for potential new leasees. There shall be no priority given to first responders for leasee initiated permanent relocation requests.

5. After the priority given to existing leasees with a Financial Hardship pursuant to Section 4 of the Appeal Procedures for Existing Tenants Experiencing Transitional Hardship adopted July 18, 2012, the following order shall be followed. When a vacant housing unit is ready for leasing, the vacant unit shall first be offered to the leasee who is first on the Tenant Initiated Permanent Relocation Wait List that was in effect at the time the housing unit became vacant. If that leasee either does not want to occupy the vacant unit, or does not qualify for the vacant unit, then the vacant unit shall be offered to the next leasee on the Tenant Initiated Permanent Relocation Wait List. If the vacant unit has been offered to all leasees on the applicable Wait List, and none of the leasees either wants to occupy the vacant unit or qualifies for the vacant unit, then the vacancy shall be offered to the appropriate person on the wait list for potential new leasees in accordance with the procedures for that wait list.

6. A transfer fee of \$1,000 shall be due upon approval of a transfer request to cover the costs associated with preparing the unit for new occupancy.

7. Any leasee permanently relocating to a different unit will immediately pay the then established market rent for the unit to which the leasee has relocated. This will require a review and determination of the leasee's credit worthiness to lease such unit.

Vernon Housing Commission
Unit-to-Unit Transfer Procedures
Adopted September 19, 2012

Any leasee of a City of Vernon owned housing unit may request to transfer to any other City-owned unit upon availability, pursuant to the following conditions and procedures:

1. All transfer requests must be submitted in writing by the leasee on the attached Unit Transfer Request Form.
2. A leasee must have occupied his/her then current unit for a minimum of one year prior to submitting a Unit Transfer Request Form.
3. A maximum of one Unit Transfer Request Form per leasee will be accepted in any calendar year and shall be valid for that calendar year only.
4. Unit Transfer Request Forms shall be accepted anytime throughout the year and shall be randomly rank ordered onto a wait list through the same lottery process conducted each June and December for potential new leasees. There shall be no priority given to first responders for unit transfer requests.
5. After the priority given to existing leasees with a Financial Hardship pursuant to Section 4 of the Appeal Procedures for Existing Tenants Experiencing Transitional Hardship adopted July 18, 2012, the following order shall be followed. When a vacant housing unit is ready for leasing, the vacant unit shall first be offered to the leasee who is first on the Unit Transfer Wait List that was in effect at the time the housing unit became vacant. If that leasee either does not want to occupy the vacant unit, or does not qualify for the vacant unit, then the vacant unit shall be offered to the next leasee on the Unit Transfer Wait List. If the vacant unit has been offered to all leasees on the applicable Unit Transfer Wait List, and none of the leasees either wants to occupy the vacant unit or qualifies for the vacant unit, then the vacancy shall be offered to the appropriate person on the wait list for potential new leasees in accordance with the procedures for that wait list.
6. A transfer fee of \$1,000 shall be due upon approval of a transfer request to cover the costs associated with preparing the unit for new occupancy.
7. Any leasee transferring to a different unit will immediately pay the then established market rent for the unit transferred to. This will require a review and determination of the leasee's credit worthiness to lease such unit.

Vernon Housing Commission
Procedures Regarding Temporary Relocation of Leasees and Authorized Occupants
Adopted December 10, 2014

Pursuant to Ordinance 1183, as amended, and the Vernon Rental Housing Policy (“VRHP”), the Vernon Housing Commission (“VHC”) hereby adopts the following procedures to address any lease/authorized occupant’s need to be re-located temporarily.

Recitals

- A. The VHC is committed to managing its housing stock according to “best practices” for private, residential housing. The VRHP requires that all procedures be “neutral, fair, and reasonable.”
- B. Every lease/authorized occupant is entitled to a habitable rental unit.
- C. If, through no fault of a Leasee, Authorized Occupant, and/or Guest, a rental unit becomes temporarily uninhabitable, as determined by the City, the Leasee and any Authorized Occupants shall be entitled, at the Leasee’s option, to be re-located to housing accommodations comparable to the rental unit in good condition for so long as the rental unit is uninhabitable.
- D. The VHC desires to adopt procedures with respect to the temporary relocation of Leasees and Authorized Occupants that are “neutral, fair, and reasonable.” The VHC recognizes that unless it uniformly applies a temporary relocation procedure to all leasees, it will not be treating all leasees neutrally and fairly.

Procedures

1. When Temporary Relocation is Authorized. Temporary relocation shall be authorized, at City expense, only if a rental unit is uninhabitable or if it is determined that in light of required repairs to a rental unit, temporary relocation will facilitate more expedient and cost effective repairs, even when the cost of temporary relocation is taken into account. Whether relocation should be authorized shall be determined on an objective basis in light of best practices for a private landlord, and shall be determined by disinterested City staff and/or consultants who have expertise with respect to the subject repair(s).

a. Required Relocation. If the City determines that a rental unit is uninhabitable, relocation shall be required until such time as the rental unit is returned to a habitable condition. Habitability shall be determined in light of the rental unit’s current condition and in light of the effect any needed repairs may have on the habitability of the rental unit during the course of repairs.

b. Optional Relocation. If a rental unit is otherwise habitable, a Leasee shall have an option either to accept relocation or to decline relocation, at the Leasee’s sole discretion, even if the total cost to repair to the rental unit shall be higher in light of the non-relocation.

2. Types of Alternative Housing. Generally, the type of alternative housing to which a Leasee and an Authorized Occupant is entitled shall be determined by the expected length of time alternative housing is required. As a general rule, if a temporary relocation is expected to last no more than 30 days, the relocation shall be presumed to be "short-term." As a general rule, if a temporary relocation is expected to last for more than 30 days, the relocation shall be presumed to be "long-term." Any presumption created by this procedure may be overcome if, as determined by the City, and based on the facts and circumstances of any particular case, an alternative categorization is appropriate.

a. Short-term Relocation. As a general rule, if short-term relocation is authorized, the alternative housing shall be in the form of a qualifying hotel or other short-term housing option, as provided for in the City's Expense Reimbursement Policy ("ERP"), discussed below.

b. Long-term Relocation. As a general rule, if long-term relocation is authorized, the alternative housing shall be in the form of a comparably furnished apartment with a comparable number of bedrooms and bathrooms as the subject rental unit.

3. Reimbursable Relocation Expenses. If temporary relocation is authorized, the City shall bear all reasonable costs associated with the relocation, including the cost of alternative housing, the reasonable cost, if any, of moving personal possessions from and to the rental unit to the temporary housing, and any reasonable increase in food costs, if any, necessitated by the relocation. To the extent the City's Expense Reimbursement Policy ("ERP") then in effect covers a subject expense, the ERP shall govern the type of expense that may be covered and the amount of coverage. To the extent the ERP does not cover a subject expense, an expense may be covered only if it is actually incurred, is reasonable as determined by the City, and only for the actual amount of the expense.

4. Rent Abatement as an Alternative. If a Leasee who is otherwise entitled to relocation instead chooses to re-locate on his or her own, the Leasee shall be entitled to rent abatement for the length of time relocation would have otherwise been authorized.

5. Approval Required by City Attorney or Outside Counsel. If the amount of expected reimbursable relocation expenses is in excess of \$2,500, prior approval of the expenditure from the City Attorney or outside counsel to the VHC shall be required.



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STAFF REPORT CITY ADMINISTRATION

DATE: September 14, 2016

TO: Honorable Vernon Housing Commission

FROM: Carlos R. Fandino Jr., City Administrator/ Housing Commission Director
Originator: Anthony Zarate, Administrative Secretary *AG*

RE: Consideration of Status of the City-Owned Housing Units in Huntington Park

Recommendation

- A. Find that the actions recommended in this staff report do not constitute a “project” pursuant to section 15378(b)(2) of the Guidelines to the California Environmental Quality Act (“CEQA”), because such recommendations constitute an administrative activity; and even if the adoption of the proposed items did constitute a project, it would be exempt from CEQA in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and
- B. Make a recommendation to the City Council to sell the two remaining City-owned housing units at 6010 Oak Street and 2915 E. 60th Place in the City of Huntington Park at fair market value.

Background

Up until recently, the City owned five properties in the City of Huntington Park, consisting of three single-family residences and two townhome units. Based on a recommendation by the City’s Housing Commission and authorization from the Vernon City Council, the three homes were sold earlier this year. The last of the three single-family residential properties on Stafford Avenue was sold in March 2016. At this point, the City still owns two townhome units in Huntington Park.

It is important to note that the two townhome units were retained with the intent that these units would be used for the temporary relocation of tenants affected by the City’s Housing Remodel Project. However, some tenants in the non-remodeled units expressed concerns about the prospect of temporarily relocating and the impact of potential rent increases as a result of the remodel. Ultimately, on October 20, 2015 the City Council directed staff to proceed with the remodel of the vacant unit located at 4323 Furlong Place and opted to evaluate the remaining units at a later time.

At its June 8, 2016 meeting, the Housing Commission expressed concerns about the Huntington Park units that have been vacant for nearly a year and consequently are not generating any revenue for the City. In an effort to sustain a well-rounded discussion prior to making any recommendation to the City Council, it is prudent to provide some of the advantages and disadvantages regarding the sale of the townhomes as well as the leasing of the subject units. With the housing market value at an all time high, if the Council decides to sell the townhomes, the City would attain at least \$400,000 in revenue from the sale of these two units. This estimate is based on a general inquiry from the National Association of Realtors. Ultimately, staff would select a real estate agent through a competitive bid process to coordinate an appraisal to assess the current market value for the townhomes. If sold, the funds collected for the units would then be made available for future remodeling and other capital improvements on the existing housing stock in the City of Vernon. Additionally, if the housing units are sold, the City will no longer need to incur expenses associated with maintenance and Home Owner Association fees.

Some of the disadvantages to selling the housing units include the following: 1) the uncertainty of the real estate market. Even with the retention of an appraiser, there is no guarantee that the City will sell at the best possible time as market values are hard to forecast and may continue to increase, causing the City to inadvertently miss out on increased housing appreciation from selling the townhomes prematurely. 2) If the City decides to sell the townhomes, these would no longer be considered for any temporary relocation of tenants affected by the Housing Remodel Project as initially decided in the April 7, 2015 City Council meeting. In other words, staff will be unable to continue with the remodel project of non-refurbished units until housing units in Vernon are either vacated by the tenants or until such time as a remodeled unit is vacated, allowing the possibility of relocating tenants.

If the Commission elects to forgo the sale of the remaining Huntington Park units, there would be an option to return the units to the City's housing stock and lease the units. The fiscal impact of this alternative is detailed below.

Fiscal Impact

The recommendation by the Housing Commission and final decision by the City Council would ultimately determine the fiscal impact. As previously mentioned, the anticipated revenue would be approximately \$400,000, minus any expenses associated with the sales transaction. As noted above, if City Council elects to sell the subject properties, staff will acquire the services of an independent appraiser, similar to the process used during the recent divestment of the Stafford units implemented earlier this year. If on the other hand, City Council directs staff to lease the two remaining Huntington Park housing units, the City would receive approximately \$27,600 annually in rent from these units. The City currently expends approximately \$6,240 annually for the home owner's association dues, plus costs related to the routine repair and maintenance.

Attachment

None.

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CITY ADMINISTRATION

STAFF REPORT

VERNON HOUSING COMMISSION COUNSEL

[Handwritten initials]

DATE: September 14, 2016

TO: Honorable Vernon Housing Commission

FROM: Stuart L. Leviton, Commission Counsel *SL for SL*

RE: City-Owned Housing Compliance with the Federal Americans with Disabilities Act (ADA) and Related Laws

Recommendation

It is recommended that the Housing Commission receive and file a summary report on the status of all City-owned housing units regarding compliance with the Federal Americans with Disabilities Act.

Background

At the June 8, 2016 Housing Commission meeting, staff was asked to evaluate whether and how the Americans with Disabilities Act ("ADA") and related laws affect City-owned Housing. In this staff report, staff presents a brief summary of applicable laws and their impact, if any, on City-owned housing.

Analysis

Under the federal Americans with Disabilities Act ("ADA"), "[n]o individual shall be discriminated against on the basis of disability in the full and equal enjoyment of the goods, services, facilities, privileges, advantages, or accommodations of any place of public accommodation by any person who owns, leases (or leases to), or operates a place of public accommodation." 42 U.S.C. § 12182. The City of Vernon is considered a "person" equivalent to any other landlord.

Although the City is a "person" subject to the ADA, the City-owned housing, including single family homes and an eight unit apartment building, are not "public accommodations" under the ADA. The ADA applies to "an inn, hotel, motel, or other place of lodging . . ." *Id.* § 12181(7)(A). Courts have construed this definition specifically to exclude apartment buildings. See *Hibbert v. Bellmawr Park Mut. Housing Corp.*, 937 F. Supp. 2d 565, 772-73 (2013) (citations omitted). As such, the City-owned housing is not subject to the requirements of the ADA.

California law is broader and provides disabled persons more protection than the federal ADA. Under California's Fair Employment and Housing Act ("FEHA"), "[i]t shall be unlawful . . . [f]or the owner of any housing accommodation to discriminate against or harass any person because of the . . . disability . . . of that person." Cal. Gov't Code § 12955(a). The City is an "owner" subject to the FEHA and must comply fully with the FEHA with respect to its rental policies and procedures.

Additionally, the apartment building, as a "covered multifamily dwelling," *id.* § 12955.1.1(a)(1), also must meet certain design and construction standards such that it "allows access to, and use by, disabled persons . . ." *id.* § 12955.1(a). To the best of staff's knowledge, the apartment building is fully compliant with the FEHA.

As part of its building code, the City of Vernon has adopted the California Residential Code. VMC § 24.104. Section R320.1 of the California Residential Code ("CRC") requires multifamily housing to comply with the accessibility requirements of Chapter 11A of the California Building Code ("CBC"). CBC Chapter 11A specifies the requirements for "housing accessibility" for multifamily dwellings, including new construction and renovations to existing construction sufficient to constitute a new multifamily dwelling. The City-owned housing also constitutes "public housing" within the meaning of the CBC (Ch. 2, Sec. 202), and as such, also must comply with the requirements of Chapter 11B, which covers accessibility for public housing, including single family homes. To the extent any existing housing was constructed prior to the effective date of the current standards and, therefore, is exempt, any "additions" or "alternations" to existing housing must be compliant with applicable current accessibility standards (CBC Ch. 11B-202).

Based on the foregoing, staff concludes that the federal ADA does not impose any additional requirements on the City with respect to its existing City-owned housing. California's FEHA does apply to the City, and as stated above, to the best of staff's knowledge, the City is fully compliant with its obligations under the FEHA. Moreover, to the best of staff's knowledge, all City-owned housing is compliant with the City Building Code and the CRC.

Fiscal Impact

There is no fiscal impact associated with the review of this report.

Attachment(s)

1. None.