



CITY ADMINISTRATION
4305 Santa Fe Avenue, Vernon, California 90058
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April 25, 2016

TO: Representatives of the Vernon Business Community

SUBJECT: Seeking Interested Business Owners/Operators to Serve on the Vernon Housing Commission

Background. The Vernon Housing Commission was established in July 2011 to provide open and transparent management of Vernon's housing units. The Commission makes recommendations to the City Council regarding leasing, market rental rates, repair and maintenance, and potential divestment and development opportunities. The Commission also develops and implements procedures to effectuate policy objectives established by the City Council. The Commission provides a public forum for residents and other members of the community to address housing related issues and is the fulfillment of a critical element of the City's good governance reforms. The Commission meets on a quarterly basis on the second Wednesday of each March, June, September, and December.

Composition and Terms. The Commission is comprised of seven members from the Vernon community: three residents, one of whom must be a member of the City Council; three business representatives, each of whom represents a person or entity owning or operating a business or non-residential property located in the City; and one employee of a business located in the City. Commission members serve four year terms beginning in August. No member may serve more than two full four year terms.

Current Vacancy and Invitation to Apply: There is currently a vacancy to fill an unexpired term in the seat listed below. The City encourages all qualified individuals to apply. Those with an interest in good governance and experience or interest in housing management are especially needed to devote time to this important public body. The Commission is subject to state open meeting laws and regulations related to good government such as the Ralph M. Brown Act and the Political Reform Act. Appointees will be required to submit Statements of Economic Interests (Form 700s) annually.

- **Business Representative No. 2 (Term ends August 2017)**

The City Council is expected to make the appointment to the Commission in June 2016. To be considered for appointment to the Commission, please complete and submit the attached form by May 12, 2016.

For more information on the Vernon Housing Commission and related responsibilities, please refer to Article XVII, Chapter 2, of the Vernon Municipal Code available on the City's website (www.cityofvernon.org).

Exclusively Industrial

