

**MINUTES
VERNON HOUSING COMMISSION
REGULAR MEETING
WEDNESDAY, MARCH 9, 2022
REMOTE LOCATION VIA ZOOM**

CALL TO ORDER

Chair Froberg called the meeting to order at 6:00 p.m.

FLAG SALUTE

Chair Froberg led the Flag Salute.

ROLL CALL

PRESENT: Steven Froberg, Chair (via remote access)
Ronit Edry, Commissioner (via remote access)
Leticia Lopez, Commissioner (via remote Access)
Jorge Nevarez, Jr., Commissioner (via remote access)
Marlene Ybarra, Commissioner (via remote access)

ABSENT: Juliet Goff, Vice Chair

STAFF PRESENT:

Carlos Fandino, City Administrator (via remote access)
Zaynah Moussa, Interim City Attorney (via remote access)
Lisa Pope, City Clerk (via remote access)
Dan Wall, Public Works Director (via remote access)

APPROVAL OF THE AGENDA

MOTION

Commissioner Edry moved and Commissioner Ybarra seconded a motion to approve the agenda. The question was called and the motion carried 5-0, Vice Chair Goff absent.

PUBLIC COMMENT

None.

PRESENTATIONS

1. **Quarterly City Housing Report**

Recommendation: Receive and file the March 2022 Quarterly Housing Report.

Public Works Director Wall presented the item.

CONSENT CALENDAR

MOTION

Commissioner Lopez moved and Commissioner Nevarez seconded a motion to approve the Consent Calendar. The question was called and the motion carried. 5-0, Vice Chair Goff absent.

The Consent Calendar consisted of the following item:

2. **Approval of Minutes**

Recommendation: Approve the December 8, 2021 Regular, December 15, 2021 Special Vernon Housing Commission meeting and December 15, 2021 Joint Special Business and Industry / Green Vernon Commission Vernon Housing Commission meeting minutes.

NEW BUSINESS

3. **Vernon Rental Housing Policy and Vernon Housing Commission Procedures**

Recommendation: A. Adopt Resolution No. VHC-9 approving a Vernon Rental Housing Policy, submitting said policy to the City Council for adoption, and repealing Resolution No. VHC-5; B. Adopt the following revised Vernon Housing Commission procedures: 1) New Tenant Lease Procedures; 2) Non-Payment or Untimely Payment of Rent Procedures 3) Impermissible Subletting or Assigning Housing Units Procedures; 4) Damage to Units During Tenancy Procedures; 5) Disability Priority Procedures; 6) Occupant Relocation Procedures; and 7) Appliances in City-Owned Housing Units Procedures; and C. Find that certain procedures are no longer necessary and repeal the following procedures: 1) Transitional Hardship Appeal Procedures; and 2) Unit-to-Unit Transfer Procedures.

Public Works Director Wall presented the staff report.

In response to Commission questions, Public Works Director Wall and Interim City Attorney Moussa explained the personal guarantee for a co-signer and notice to end tenancy; and summarized the proposed changes.

MOTION

Commissioner Nevarez moved and Commissioner Lopez seconded a motion to: A. Adopt Resolution No. VHC-9 approving a Vernon Rental Housing Policy,

submitting said policy to the City Council for adoption, and repealing Resolution No. VHC-5; B. Adopt the following revised Vernon Housing Commission procedures: 1) New Tenant Lease Procedures; 2) Non-Payment or Untimely Payment of Rent Procedures 3) Impermissible Subletting or Assigning Housing Units Procedures; 4) Damage to Units During Tenancy Procedures; 5) Disability Priority Procedures; 6) Occupant Relocation Procedures; and 7) Appliances in City-Owned Housing Units Procedures; and C. Find that certain procedures are no longer necessary and repeal the following procedures: 1) Transitional Hardship Appeal Procedures; and 2) Unit-to-Unit Transfer Procedures. The question was called and the motion carried 5-0, Vice Chair Goff absent.

ORAL REPORTS

None.

RECESS

Chair Froberg recessed the meeting to Closed Session at 6:20 p.m.

CLOSED SESSION

Chair Froberg recused himself and left the meeting.

- 4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –**
Initiation of Litigation
Government Code Section 54956.9(d)(4)
Number of potential cases: 1

Following conclusion of Item No. 4, Chair Froberg returned to the meeting.

RECONVENE

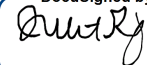
At 6:43 p.m., Chair Froberg adjourned Closed Session and reconvened the regular meeting.

CLOSED SESSION REPORT

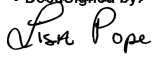
Interim City Attorney Moussa reported that the Commission met in Closed Session, discussed the item on the agenda, and took no reportable action.

ADJOURNMENT

With no further business, Chair Froberg adjourned the meeting at 6:44 p.m.

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JULIET GOFF, Chair

ATTEST:
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LISA POPE, City Clerk
(seal)