



**Agenda  
City of Vernon  
Special Vernon Housing Commission  
Meeting  
Wednesday, January 27, 2021, 06:00 PM  
City Hall, Council Chamber  
4305 Santa Fe Avenue  
Vernon, California**

**Frank Gaviña, Chair  
Steven Froberg, Vice Chair  
Ronit Edry, Commissioner  
Steve Hermon, Commissioner  
Jorge Nevarez Jr., Commissioner  
Marlene Ybarra, Commissioner  
Melissa Ybarra, Commissioner**

**SPECIAL REMOTE PROTOCOLS**

In accordance with Governor Newsom's Executive Order N-29-20, this will be a teleconference meeting without a physical location to help stop the spread of COVID-19. This meeting will be conducted entirely by remote participation via Zoom Webinar.

The public is encouraged to view the meeting at [www.cityofvernon.org/webinar-vhc](http://www.cityofvernon.org/webinar-vhc) or by calling (408) 638-0968, Meeting ID 955-8277-1981#.

You may submit comments to [PublicComment@ci.vernon.ca.us](mailto:PublicComment@ci.vernon.ca.us) with the subject line "January 27, 2021 City of Vernon Special Housing Commission Meeting Public Comment Item #\_\_." Comments received prior to 5 p.m., Wednesday, January 27, 2021, will be read into the record.

**CALL TO ORDER**

**FLAG SALUTE**

**ROLL CALL**

**APPROVAL OF THE AGENDA**

**PUBLIC COMMENT**

At this time the public is encouraged to address the 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 deliberation on those specific matters.

## CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion. Items may be removed from the Consent Calendar by any member of the Commission. Those items removed will be considered immediately after the Consent Calendar.

### 1. Public Works

[City Housing Quarterly Report Update](#)

Recommendation:

Receive and file an update to the December 2020 City Housing Quarterly Report.

## NEW BUSINESS

### 2. Public Works

[City-owned Housing Appliance Policy](#)

Recommendation:

Adopt Policy on Providing Appliances in City-Owned Housing Units

[1. Appliance Policy](#)

## ORAL REPORTS

Brief reports, announcements, or directives to staff.

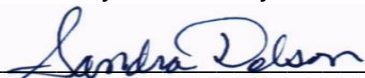
Next regular meeting: Wednesday, March 10, 2021, at 6:00 p.m.

## 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 24 hours prior to the meeting set forth on this agenda.

Dated this 21<sup>st</sup> day of January, 2021.

By: \_\_\_\_\_



Sandra Dolson, Administrative Secretary

# Vernon Housing Commission Agenda Item Report

Agenda Item No. COV-481-2021  
Submitted by: Daniel Wall  
Submitting Department: Public Works  
Meeting Date: January 27, 2021

## **SUBJECT**

City Housing Quarterly Report Update

## **Recommendation:**

Receive and file an update to the December 2020 City Housing Quarterly Report.

## **Background:**

This is an update to the quarterly report that was presented at the December 9, 2020 Vernon Housing Commission meeting.

### Vacancies

A housing lottery of 33 potential tenants was conducted at the December 9, 2020 Housing Commission Meeting. On Monday, December 14, 2020, Public Works started showing the two available houses (3361 Fruitland and 3550 Vernon) to the number one and number two potential tenants from the lottery. Each of the two potential tenants have submitted applications, and have gone through criminal background and credit checks. It is anticipated that the potential tenants will take occupancy of the houses on February 1, 2021, pending further verification and review of information provided.

### Delinquent Tenant

On December 8, 2020, a package of legally required notices was delivered to the delinquent tenant. The tenant has responded, and expressed an interest in negotiating a repayment plan.

Please note that the recent Los Angeles County continuation of the eviction moratorium extends the eviction related deadlines temporarily, until February 28, 2021. The State also has a pending bill, Assembly Bill (AS) 15 which proposes extending the following deadlines:

\*COVID Declarations by Tenant due by December 31, 2021

\*Unlawful Detainer actions prohibited until January 1, 2022

\*Actions for recovery of COVID rental debt prohibited until January 1, 2022

### Vacancy on Furlong

Due to the uncertainty in the action to be taken by the Housing Commission regarding appliances, remodeling has not been started. Upon adoption of an appliance policy, Public Works will have a better understanding of its remodel project timeline.

## **Fiscal Impact:**

There is no fiscal impact associated with this report.

## **Attachments:**

# Vernon Housing Commission Agenda Item Report

Agenda Item No. COV-479-2021  
Submitted by: Daniel Wall  
Submitting Department: Public Works  
Meeting Date: January 27, 2021

## **SUBJECT**

City-owned Housing Appliance Policy

## **Recommendation:**

Adopt Policy on Providing Appliances in City-Owned Housing Units

## **Background:**

Based on the direction provided by the Vernon Housing Commission (VHC) at the December 9, 2020 meeting, staff recommends the adoption of a policy providing that:

1. All City-owned homes shall each have a:
  - a. stove
  - b. refrigerator
2. That appliances be of mid-range quality and relatively uniform for all units, and
3. Any tenant-owned appliances installed at the residence shall be subject to pre-approval and inspection by the City.

In units where the City has provided additional appliances, the City must continue to provide and maintain these appliances until there is a change in tenancy. The City is currently providing appliances as follows:

### Furlong Place

Eight of the Furlong Place houses have a City provided stove, refrigerator, microwave, dishwasher, washer, and dryer. 4324 and 4326 Furlong Place have no City provided appliances.

### Fruitland Avenue

Each of the Fruitland Avenue houses has a City provided stove, refrigerator, microwave, dishwasher, washer, and dryer, except for the newly remodeled house at 3361 Fruitland. 3361 Fruitland Avenue has a stove, refrigerator, microwave, dishwasher, but not a washer and dryer as was directed by this commission at its December 9, 2020 meeting.

### Vernon Avenue

Each of the two Vernon Avenue houses has a City provided stove, refrigerator, microwave, dishwasher, washer, and dryer.

### Apartments

Each of the 50th Street Apartments has a City provided stove, refrigerator, microwave, and dishwasher. There is a communal laundry room.

In accordance with the direction provided by the VHC, staff recommends the adoption of an appliance policy which provides a stove and refrigerator for all City-owned homes.

**Fiscal Impact:**

Adoption of this policy will reduce future cost of providing and maintaining appliances beyond stoves and refrigerators.

**Attachments:**

- [1. Appliance Policy](#)

Vernon Housing Commission  
Policy on Providing Appliances in City-Owned Housing Units  
Adopted [Date to be inserted upon adoption]

Pursuant to Ordinance No. 1183, as amended, and the Vernon Rental Housing Policy (“VRHP”), the Vernon Housing Commission (“VHC”) hereby adopts the following policy on providing appliances in City-owned housing units, which shall take effect immediately upon adoption, and which shall supersede any prior policy regarding the same.

Recitals

- A. The VHC is committed to managing its housing stock according to “best practices” for private, residential housing.
- B. 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.

Policy

Appliances shall be provided in City-owned residential units and maintained by the City of Vernon in accordance with the following:

- 1. All City-owned homes shall each have a:
  - a. stove
  - b. refrigerator
- 2. Appliances shall be of mid-range quality and shall be relatively uniform for all units
- 3. Any tenant-owned appliances installed at the residence shall be subject to pre-approval and inspection by City