

**HOUSING AUTHORITY RESOLUTION NO. 2012-XX**

**A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF COSTA MESA, CALIFORNIA, DESIGNATING OFFICERS OF THE HOUSING AUTHORITY, ADOPTING PERSONNEL RULES AND REGULATIONS AND A CONFLICT OF INTEREST CODE AND PROVIDING FOR THE TIME AND PLACE OF HOLDING REGULAR MEETING OF THE HOUSING AUTHORITY**

**WHEREAS**, the City Council adopted Resolution No. 2012-XX on January 17, 2012 declaring that there is a need for a housing authority to function in the City of Costa Mesa (“City”) and declaring that the members of the City Council are the Commissioners of the Housing Authority so formed, all pursuant to the Housing Authorities Law, commencing with California Health & Safety Code Section 34200, *et seq.* (“HAL”); and

**WHEREAS**, the legal name of the housing authority shall be “*Costa Mesa Housing Authority, a public body corporate and politic*” (“Housing Authority”); and

**WHEREAS**, Section 34278 of the HAL provides that the Housing Authority may employ such officers, agents, technical experts, and employees as the Housing Authority requires; and

**WHEREAS**, Section 34278 of the HAL further provides that the Housing Authority shall adopt personnel rules and regulations and a conflict of interest code applicable to Housing Authority officers and employees; and

**WHEREAS**, Section 34283 of the HAL provides that the Housing Authority Commissioners shall provide for the time and place of holding their regular meetings.

**NOW, THEREFORE**, the Costa Mesa Housing Authority does hereby resolve as follows:

**Section 1. Officers of the Housing Authority.** Pursuant to Section 34278 of the HAL, the Housing Authority, subject to the concurrence of the City Council, designates the following City officials to serve as Housing Authority officers on an *ex officio* basis:

<u>City Position</u>	<u>Housing Authority Position</u>
Chief Executive Officer	Executive Director
Assistant CEO	Assistant Executive Director
City Attorney	Housing Authority General Counsel
City Clerk	Housing Authority Secretary
City Treasurer	Finance Officer

**Section 2. Personnel Rules and Regulations.** Pursuant to Section 34278 of the HAL, the Commissioners of the Housing Authority hereby adopt by reference the personnel system set forth in Chapter II of Article 2 of the City of Costa Mesa Municipal Code, as that Article exists as of the date of this Resolution and as hereafter may be amended from time

to time, as the personnel rules and regulations applying to all employees of the Housing Authority.

**Section 3. Conflicts of Interest.** Pursuant to Section 34278 of the HAL, the Commissioners of the Housing Authority hereby adopt by reference the Conflict of Interest Code set forth in Chapter X of Article 2 the City of Costa Mesa Municipal Code, as that Article exists as of the date of this Resolution and as hereafter may be amended from time to time, as the conflict of interest code and rules are updated or otherwise modified by the City Council, as the procedures affecting conflicts of interest involving the Costa Mesa Housing Authority.

**Section 4. Meetings.** The Housing Authority shall hold not less than one meeting per year, which meeting shall be held on the first Tuesday of the month of December at 6:30 p.m. at the Costa Mesa City Council Chamber located at 77 Fair Drive, Costa Mesa, California, 92626 or at such other place as may be designated by the Housing Authority by Resolution; further, regular meetings of the Housing Authority may be held on the same day and time as regular meetings of the City Council, the first and third Tuesdays of each month.

**PASSED, APPROVED and ADOPTED** this 17<sup>th</sup> day of January 2012 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Chair  
Costa Mesa Housing Authority

**ATTEST:**

\_\_\_\_\_  
Housing Authority Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Housing Authority Counsel

STATE OF CALIFORNIA     )  
COUNTY OF ORANGE     )  
CITY OF COSTA MESA     )

I, \_\_\_\_\_, Secretary of the Costa Mesa Housing Authority, do hereby certify that the foregoing Resolution No. \_\_\_\_\_ was introduced and adopted at a regular meeting of the Housing Authority held on the 17<sup>th</sup> day of January 2012 by the following vote of the members thereof:

AYES:           MEMBERS:

NOES:           MEMBERS:

ABSENT:        MEMBERS:

ABSTAIN:       MEMBERS:

**COSTA MESA HOUSING AUTHORITY**

\_\_\_\_\_  
Housing Authority Secretary