



# CITY OF LONG BEACH

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**HOUSING AUTHORITY**  
of the City of Long Beach

521 E. 4<sup>TH</sup> STREET • LONG BEACH, CALIFORNIA 90802 • (562) 570-6985 • FAX: (562) 499-1052

December 14, 2010

**AGENDA ITEM 5**

HONORABLE HOUSING AUTHORITY COMMISSION  
City of Long Beach  
California

## RECOMMENDATION:

Recommendation to adopt the attached Resolution of the Housing Authority of the City of Long Beach amending its Bylaws to designate the Director of the Department of Health and Human Services as the Assistant Secretary of the Housing Authority. (Citywide)

## DISCUSSION

On September 21, 2010, the City Council amended and adopted the Departmental Organization Ordinance, which incorporates changes to the City organization. As a part of these reorganization efforts, the Housing Authority Bureau was transferred to the Department of Health and Human Services.

The Housing Authority's Bylaws currently designate the Director of Community Development as the Assistant Secretary of the Housing Authority. With the Housing Authority Bureau now under the Department of Health and Human Services, the attached Resolution amends Section 5 of Article II of the Housing Authority's Bylaws to designate the Director of Health and Human Services as the Assistant Secretary, who shall also be the Assistant Executive Director of the Housing Authority.

This letter was reviewed by Deputy City Attorney Linda Trang on October 21, 2010 and by Budget Management Officer Victoria Bell on October 22, 2010.

## TIMING CONSIDERATIONS

Housing Authority Commission action is requested on December 14, 2010 to ensure compliance with the Bylaws and continued operations of the Housing Authority.

## FISCAL IMPACT


There is no impact to the General Fund and there is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

APPROVED:

  
\_\_\_\_\_  
RONALD R. ARIAS  
ASSISTANT EXECUTIVE DIRECTOR

  
\_\_\_\_\_  
PATRICK H. WEST  
EXECUTIVE DIRECTOR

Attachment: Resolution

OFFICE OF THE CITY ATTORNEY  
ROBERT E. SHANNON, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

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REDLINE

Section 5. Assistant Secretary. The Assistant Secretary of the Authority shall be the Director of the Health and Human Services Department ~~Director of Community Development~~ of the City of Long Beach. The Assistant Secretary shall be the Assistant Executive Director of the Authority, and shall perform the duties of the Secretary and Executive Director in the absence or incapacity of the Secretary; and in case of the resignation, removal or death of the Secretary and Executive Director, the Assistant Secretary shall perform such duties as are imposed on the Secretary until such time as the office of Secretary is filled.

1 RESOLUTION NO. H.A. \_\_\_\_\_

2  
3 A RESOLUTION OF THE HOUSING AUTHORITY  
4 OF THE CITY OF LONG BEACH, CALIFORNIA,  
5 AMENDING ITS BYLAWS TO DESIGNATE THE  
6 DIRECTOR OF THE DEPARTMENT OF HEALTH AND  
7 HUMAN SERVICES AS THE ASSISTANT SECRETARY OF  
8 THE HOUSING AUTHORITY  
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10 WHEREAS, the Bylaws of the Housing Authority of the City of Long Beach  
11 identify certain City officials as officers of the Housing Authority of the City of Long  
12 Beach; and

13 WHEREAS, Resolution No. H.A. 2-77 amended Section 5 of Article II of the  
14 Housing Authority's Bylaws as originally set forth in Resolution No. H.A. 1-69, by deleting  
15 Section 5 in its entirety and replacing it with new Sections 5 and 5A whereby it identified  
16 the Assistant Secretary and the Deputy Secretary of the Authority, respectively; and

17 WHEREAS, the Housing Authority of the City of Long Beach, California,  
18 now desires to amend Section 5 (but not Section 5A) of Article II of its Bylaws to change  
19 the designation of its Assistant Secretary to the Director of the Department of Health and  
20 Human Services;

21 NOW, THEREFORE, the Housing Authority of the City of Long Beach,  
22 California, does hereby resolve, determine and order as follows:

23 Section 1. Section 5 of Article II of the Housing Authority's Bylaws, as set  
24 forth in Resolution No. H.A. 1-69 and amended by Resolution No. H.A. 2-77, is hereby  
25 deleted in its entirety and replaced with the following:

26 "Section 5. Assistant Secretary. The Assistant Secretary of the  
27 Authority shall be the Director of the Health and Human Services

28 Department of the City of Long Beach. The Assistant Secretary shall be the

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Assistant Executive Director of the Authority, and shall perform the duties of the Secretary and Executive Director in the absence or incapacity of the Secretary; and in case of the resignation, removal or death of the Secretary and Executive Director, the Assistant Secretary shall perform such duties as are imposed on the Secretary until such time as the office of Secretary is filled.”

Section 2. The Clerk will certify to the passage of this resolution by the Housing Authority of the City of Long Beach, California, and it will immediately take effect.

I certify that the foregoing resolution was adopted by the Housing Authority of the City of Long Beach, California, at its meeting of \_\_\_\_\_, 2010, by the following vote of the qualified members of the Authority:

Ayes: Commissioners: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Noes: Commissioners: \_\_\_\_\_

\_\_\_\_\_

Absent: Commissioners: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
City Clerk

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CERTIFICATE OF RECORDING OFFICER

I, the undersigned, the duly qualified and acting Clerk of the Housing Authority of the City of Long Beach, California, do certify:

1. That the attached resolution is a true and correct copy of a resolution as finally adopted by a duly called meeting of the Housing Authority of the City of Long Beach, California held on \_\_\_\_\_, 2010 and duly recorded in the official records of the Governing Body; that the resolution has not been amended, modified, or rescinded, and is now in full force and effect;
2. That the meeting was duly convened and held in all respects in accordance with law; that to the extent required by law, due and proper notice of the meeting was given; that a legal quorum was present throughout the meeting and that a legally sufficient number of members of the Housing Authority of the City of Long Beach, California voted in the proper manner for adoption of the resolution; that all other requirements and proceedings under the law incident to the proper adoption or passage of the resolution, including publication, if required, have been duly fulfilled, carried out, and otherwise observed; that I am authorized to execute this Certificate; and that the seal affixed below constitutes the official seal of the Housing Authority of the City of Long Beach, California and this Certificate is executed under that official seal.

IN WITNESS WHEREOF, I have set my hand on \_\_\_\_\_, 2010.

\_\_\_\_\_  
(Signature)  
**LARRY HERRERA**  
CITY CLERK