



# **AGENDA**

## **REGULAR MEETING OF THE HEMET HOUSING AUTHORITY**

**MARCH 11, 2014**

---

### **REGULAR SESSION**

**7:00 p.m.**  
**City of Hemet City Council Chambers**  
**450 E. Latham Avenue**

---

### **Call to Order**

---

### **Roll Call**

ROLL CALL: Board Members Smith, Wright and Youssef, Vice Chairperson Milne and Chairperson Krupa

---

### **City Council Business**

#### **Notice to the Public**

The Consent Calendar contains items which are typically routine in nature and will be enacted by one motion by the Board unless an item is removed for discussion by a member of the public, staff, or Board. If you wish to discuss a Consent Calendar item please come to the microphone and state the number of the item you wish to discuss. Then wait near the lecture. When the Chairperson calls your turn give your last name, and address, then begin speaking. You will have three minutes at that time to address the Board.

### **Consent Calendar**

1. **Approval of Minutes** – December 10, 2013
  2. **Recommendation by Secretary** – Adopting and Promulgating the Housing Authority's Conflict of Interest Code
    - a. Adopt a resolution adopting and promulgating the Conflict of Interest Code and Designated Officials and Employees of the Housing Authority required to file a Statement of Economic Interest. This resolution will rescind Resolution No. 0013. **Resolution Bill No. 14-009**
-

## **Communications from the Public**

Anyone who wishes to address the Housing Authority regarding items not on the agenda may do so at this time. As a courtesy, please complete a Request to Speak Form found at the Secretary's desk. Submit your completed form to the Secretary prior to the beginning of the meeting. Presentations are limited to three minutes in consideration of others who are here for agenda items. Please come forward to the lectern when the Chairperson calls upon you. When you are recognized, you may proceed with our comments.

***\*Notice: Members of the Public attending shall comply with the adopted Rules of Decorum in Resolution No. 4545. A copy of the Rules of Decorum are available from the Secretary.***

State law prohibits the Housing Authority from taking action or discussing any item not appearing on the agenda except for brief responses to statements made or questions posed by the public. In addition, they may, on their own initiative or in response to questions posed by the public, ask a question for clarification, provide a reference to staff or other resources for factual information, or request staff to report back to them at a subsequent meeting. Furthermore, a member of the Housing Authority or the Board itself may take action to direct staff to place a matter of business on a future agenda.

---

## **Future Agenda Items**

If Members of Board have items for consideration at a future Housing Authority meeting, please state the agenda item to provide direction to the Executive Director.

---

## **Adjournment**

Adjournment

*Staff reports and other disclosable public records related to open session agenda items are available at the Secretary's Office or at the public counter located at 445 E. Florida Avenue during normal business hours.*



#1

# MINUTES

## REGULAR MEETING OF THE HEMET HOUSING AUTHORITY

December 10, 2013

---

### REGULAR SESSION

**7:00 p.m.**

**City of Hemet City Council Chambers**

**450 E. Latham Avenue**

---

### Call to Order

Chairperson Krupa called the meeting to order at 8:44 p.m.

---

### Roll Call

**PRESENT:** Board Members Smith, Wright and Youssef, Vice Chairperson Milne and Chairperson Krupa

**ABSENT:** None

---

### Reorganization

1. Agency Secretary to Call for Nominations for Chairperson

Secretary McComas called for nominations for the office of Chairperson.

**Board Member Milne moved and Board Member Smith seconded a motion to nominate Board Member Krupa as Chairperson. Motion carried 5-0.**

2. Chairperson to Call for Nominations for Vice Chairperson

Chairperson Krupa called for nominations for the office of Vice Chairperson.

**Chairperson Krupa moved and Board Member Smith seconded a motion to nominate Board Member Milne as Vice Chairperson. Motion carried 5-0.**

---

### City Council Business

#### Notice to the Public

The Consent Calendar contains items which are typically routine in nature and will be enacted by one motion by the Board unless an item is removed for discussion by a member of the public, staff, or Board. If you wish to discuss a Consent Calendar item please come to the microphone and state the number of the item you wish to discuss. Then wait near the microphone. When the Chairperson calls your turn give your last name, and address, then begin speaking. You will have three minutes at that time to address the Board.

## **Consent Calendar**

### **3. Approval of Minutes - September 10, 2013**

**Board Member Wright moved and Vice Chairperson Milne seconded a motion to approve the Consent Calendar as presented. Motion carried 5-0.**

---

### **Communications from the Public**

There were no communications from the public presented at this time.

---

### **Future Agenda Items**

There were no future agenda items requested at this time.

---

## **Adjournment**

Adjourned at 8:47 p.m.



## *Staff Report*

---

TO: Honorable Chair and Members of the Hemet Housing Authority

FROM: Wally Hill, Executive Director *Wally Hill*  
Sarah McComas, Secretary

DATE: March 11, 2014

RE: Adopting and Promulgating the Housing Authority's Conflict of Interest Code

### **RECOMMENDATION:**

Adopt Resolution Bill No. 14-009 adopting and promulgating the Conflict of Interest Code and Designated Officials and Employees of the Hemet Housing Authority required to file a Statement of Economic Interest. This resolution will rescind Resolution No. 0013

### **BACKGROUND:**

The Political Reform Act requires every local government agency to adopt and promulgate a conflict of interest code, and to renew it biennially to determine if it is accurate or needs amending. Section 18730 of Title 2 of the California Code of Regulations allows local government agencies to incorporate by reference the terms of Section 18730 along with the designation of employees and the formulation of disclosure categories in the Appendix referred to in Section 18730 to constitute adoption and promulgation of the conflict of interest code. Previously the Housing Authority adopted a conflict of interest code in 2008. Thus now needs to be based on changes in the law. A review of Exhibit A of Resolution No. 4341 indicates no need to amend certain positions for filing of Statement of Economic Interest.

### **FISCAL IMPACT:**

There is no fiscal impact for this amendment.

Respectfully submitted,

Sarah McComas  
Secretary

Eric S. Vail  
Agency Attorney



**HEMET HOUSING AUTHORITY  
Hemet, California  
RESOLUTION BILL NO. 14-009**

**A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF HEMET, CALIFORNIA, ADOPTING AND PROMULGATING THE CONFLICT OF INTEREST CODE FOR AGENCY OFFICIALS AND EMPLOYEES REQUIRED TO FILE A STATEMENT OF ECONOMIC INTEREST AND RESCINDING RESOLUTION NO. 0013.**

**WHEREAS**, Government Code § 87300 requires every local government agency to adopt and promulgate a conflict of interest code, and to review its conflict of interest code biennially to determine if it is accurate or needs amending; and

**WHEREAS**, Section 18730 of Title 2 of the California Code of Regulations allows local government agencies to incorporate by reference the terms of Section 18370 along with the designation of employees and the formulation of disclosure categories in the Appendix referred to in Section 18730 to constitute adoption and promulgation of a conflict of interest code within the meaning of Government Code Section 87300; and

**WHEREAS**, the Housing Authority previously adopted such a Conflict of Interest Code in 2008; and

**WHEREAS**, as part of its biennial review, the City Clerk has indicated the need to amend certain positions for filing of Statements of Economic Interest.

**NOW, THEREFORE, BE IT RESOLVED:**

1. Resolution No. 0013 and each prior resolution of the Housing Authority regarding the subject matter herein, is hereby superceded by this resolution.
2. The Board of the Housing Authority hereby incorporates by reference the terms of Section 18730 of Title 2 of the California Code of Regulations, as that section may from time to time be amended, along with the description of employees and the formulation of disclosure categories in the Appendix referred to in Section 18730, as that Appendix may from time to time be amended, as the City's Conflict of Interest Code required under Government Code Section 87300.
3. The Board of the Housing Authority hereby adopts the List of Designated Employees attached here to as "Exhibit A" required to file Statements of Economic Interest, Assuming Office Statements, Annual Statements and Leaving

1 Office Statements. The list of Designated Employees shall govern where there is  
2 a conflict with the Appendix referred in Section 18730 of Title 2 of the California  
3 Code of Regulations  
4

5 PASSED, APPROVED, AND ADOPTED by the Board this 11th day of March, 2014  
6  
7

8  
9 \_\_\_\_\_  
10 Linda Krupa, Chairperson  
11

12  
13 ATTEST:

14 APPROVED AS TO FORM:  
15

16 \_\_\_\_\_  
17 Sarah McComas, Secretary  
18

19 \_\_\_\_\_  
20 Eric S. Vail, Agency Attorney  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48

1 State of California )  
2 County of Riverside )  
3 City of Hemet )  
4

5 I, Sarah McComas, Secretary of the Housing Authority, do hereby certify that the  
6 foregoing Resolution is the actual Resolution adopted by the Housing Authority and  
7 was passed at a regular meeting of the Housing Authority on the 11<sup>th</sup> day of March,  
8 2014 by the following vote:  
9

- 10 AYES:
- 11 NOES:
- 12 ABSTAIN:
- 13 ABSENT:

14  
15  
16  
17  
18 \_\_\_\_\_  
19 Sarah McComas, Secretary  
20  
21  
22  
23  
24  
25  
26  
27

**List of Designated Employees  
Resolution No.  
Exhibit A**

The following positions are required to file a FPPC Form 700, Statement of Economic Interests, with the City Clerk's Office each position is required to report all Interests in Real Property, Investments, Income, and Business Positions in business entities that provide services, supplies, materials, machinery or equipments of the type utilized by the designated employee's department or division

<b>DEPARTMENT</b>	<b>TITLE</b>
Housing Authority	Board Members
Housing Authority	Chairperson
Housing Authority	Vice Chairperson
Housing Authority	Executive Director
Housing Authority	Finance Director
Housing Authority	Agency Attorney
Housing Authority	Housing Manager
Housing Authority	Agency Secretary