AGENDA
REGULAR MEETING OF THE HEMET HOUSING AUTHORITY
March 8, 2016

7:00 p.m.
City of Hemet Council Chambers
450 E. Latham Avenue
www.cityofhemet.org
Please silence all cell phones

*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.

Call to Order

Roll Call
ROLL CALL: Board Members Milne, Raver and Youssef, Vice Chairperson Wright and Chairperson Krupa

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 Milne, Raver and Youssef, Vice Chairperson Wright and Chairperson Krupa

Housing Authority 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 8, 2015
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 Hemet Housing Authority required to file a Statement of Economic Interest. This resolution will rescind Resolution No. 0018. **Resolution Bill No. 16-014**

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**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.

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**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.

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**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.
MINUTES
REGULAR MEETING OF THE HEMET HOUSING AUTHORITY
December 8, 2015

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 8:47 p.m.

Roll Call
PRESENT: Board Members Krupa, Milne, Raver Wright and Youssef
ABSENT: None

Reorganization
1. Agency Secretary to Call for Nominations for Chairperson
Sarah McComas Secretary called for Nominations for Chairperson.
Board Member Wright moved and Board Member Youssef seconded a motion
to nominated Board Member Krupa as Chairperson. Motion carried 5-0.

2. Chairperson to Call for Nominations for Vice Chairperson
Chairperson Krupa, called for nominations for Vice Chairperson.
Chairperson Krupa moved and Board Member Raver seconded a motion to
nominate Board Member Wright for Vice Chairperson. Motion carried 5-0.

Business
Consent Calendar
3. Approval of Minutes – October 13, 2015
Chairperson Krupa moved and Board Member 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 at this time.

Future Agenda Items
There were no future agenda items requested at this time.

Adjournment
The Hemet Housing Authority adjourned at 8:48 p.m.
TO: Honorable Chair and Members of the Hemet Housing Authority

FROM: Alex Meyerhoff, Executive Director
Sarah McComas, Secretary

DATE: March 8, 2016

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

RECOMMENDATION:

Adopt Resolution Bill No. 16-014 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. 0018

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. 0018 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. 16-014

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.
0018.

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 2014; and

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

NOW, THEREFORE, BE IT RESOLVED:
1. Resolution No. 0018 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 Office Statements. The list of Designated Employees shall govern where there is a conflict with the Appendix referred in Section 18730 of Title 2 of the California Code of Regulations

PASSED, APPROVED, AND ADOPTED by the Board this 8th day of March, 2016

Linda Krupa, Chairperson

ATTEST:

APPROVED AS TO FORM:

Sarah McComas, Secretary

Eric S. Vail, Agency Attorney

HEMET HOUSING AUTHORITY RESOLUTION BILL NO. 16-014
I, Sarah McComas, Secretary of the Housing Authority, do hereby certify that the foregoing Resolution is the actual Resolution adopted by the Housing Authority and was passed at a regular meeting of the Housing Authority on the 8th day of March, 2016 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Sarah McComas, Secretary
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

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<thead>
<tr>
<th>DEPARTMENT</th>
<th>TITLE</th>
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<tbody>
<tr>
<td>Housing Authority</td>
<td>Board Members</td>
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<td>Housing Manager</td>
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<td>Housing Authority</td>
<td>Agency Secretary</td>
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