

HOUSING AUTHORITY CITY OF KENNEWICK (KHA)

HOUSING AUTHORITY OVERVIEW & COMMISSIONER ROLE

About the Housing Authority City of Kennewick (Kennewick Housing Authority – KHA):

The Housing Authority City of Kennewick (more commonly known as Kennewick Housing Authority - KHA) was created as a public body on September 1, 1943 by the Kennewick City Council and operates under the City of Kennewick Municipal Code 2.16.610 and in accordance with RCW 35.82.030. KHA can exercise all powers, duties, and responsibilities as described by RCW 35.82.

KHA is a public nonprofit corporation that provides long-term subsidized rental assistance to approximately 1,310 eligible households who have extremely low to low incomes throughout its operational jurisdiction in the Cities of Kennewick and Richland, Benton County, Washington. KHA receives federal funding under an Annual Contributions Contract (ACC) from the U.S. Department of Housing & Urban Development (HUD).

KHA Administers and Operates the Following Housing Programs & Developments:

Public Housing Program:

KHA privately owns and operates 190 public housing units that are federally subsidized with HUD providing rental assistance (subsidy) to eligible households in Kennewick, WA.

- Sunnyslope Homes: 124 Multi-Family Units (1, 2, 3 & 4 Bedroom)
*Location: 1915 W. 4th Place * Kennewick, WA
- Keewaydin Plaza: 66 Units (1 Bedroom), 7-Story hi-rise building, allocated for Elderly & Disabled Households
*Location: 6 W. 6th Avenue * Kennewick, WA

Section 8 “Project” Based Voucher Program – Mitchell Manor Housing Development:

KHA privately owns and operates a 6 unit housing development that is federally subsidized with HUD providing rental assistance (subsidy) to eligible households in Kennewick, WA.

- Mitchell Manor: 6 Units (2 Bedroom), 100% fully ADA accessible allocated for Disabled Households
*Location: 120 South Benton Street * Kennewick, WA

Section 8 Housing Choice Voucher Program (“Tenant-Based”):

KHA serves 975 households under its Housing Choice Voucher Program (Section 8 “Tenant-Based” Program) in the Cities of Kennewick and Richland and throughout Benton County. This is a federally subsidized housing program with HUD providing rental assistance (subsidy) to eligible households under a “Voucher” and tenant rent is based on household income.

Section 8 Moderate Rehabilitation Program (“Project-Based”) – Columbia Park Apartments:

Through the Section 8 Moderate Rehabilitation Program (Section 8 “Project-Based” Program), KHA administers the federal rental assistance (subsidy) from HUD to eligible households for the private owner of the 138 unit (1, 2, 3 & 4 Bedroom) Columbia Park Apartments housing development in Richland, WA.

- Columbia Park Apartments: 138 Multi-Family Units (1, 2, 3 & 4 Bedroom)
*Location: 1682 Jadwin Avenue * Richland, WA

KHA Board of Commissioners:

KHA Board of Commissioners consists of five (5) Commissioners appointed by the City Mayor for five-year (5) terms. One (1) additional Commissioner is appointed by KHA Board who is directly assisted by the Housing Authority's federal housing program. No KHA Commissioner may be an officer or employee of the City of Kennewick and must meet the requirements under RCW 35.82.050 – Conflicts of Interest for Commissioners, Employees & Appointees, HUD's Housing Choice Voucher Program regulations and Housing Assistance Payments (HAP) Contract [HUD-52641 Form] relating to conflicts of interest.

The Board of Commissioners meets on the third (3rd) Thursday of each month at 1:30 PM at the Kennewick Housing Authority (KHA) administration office at 1915 W. 4th Place in Kennewick, WA. The Commissioners' meetings operate under Robert's Rules of Order and are subject to the Open Public Meetings Act.

Commissioners may be expected to spend from 4-10 hours per month on Commission business, with additional support at special trainings, meetings, events, and conferences.

Commissioners serve on Board Committees; standing Committees are Budget and Finance, Personnel, and Tenant Council (TC).

Commissioners serve as volunteers and receive no salary for their work, but may be reimbursed for appropriate expenses.

KHA indemnifies its Commissioners, officers, directors, employees and agents to the greatest extent permitted by law. KHA purchases and maintains insurance on behalf of any person who is or was a Commissioner, director, officer, employee or agent of the Housing Authority.

Responsibilities of the Board of Commissioners:

The Board of Commissioners is the policy-making body of KHA. The Board is responsible for the following:

- Providing leadership through development and sustenance of KHA's vision, mission, and goals, based upon an assessment and prioritization of local needs.
- Adherence to KHA's By-Laws;
- Adoption of tenant selection, admission, and continued occupancy policies;
- Establishment of Rents;
- Maintenance of a cooperative partnership with KHA's Tenant Councils;
- Approval and authorization of KHA's fiscal year reports to HUD;
- Approval and authorization of KHA's fiscal year operating budgets and finances;
- Approval and authorization of KHA's annual & five year agency plan to HUD;
- Approval and authorization of major contracts for development and rehabilitation of affordable low-income housing;
- Adoption of policies such as Procurement & Contracting, Personnel, etc.;
- Approval of Board of Commissioners' Meeting Minutes and Financial Statements;
- Hiring, guiding, and supervising a qualified Executive Director to manage the day-to-day operations of the Housing Authority.
- Adoption of policies to ensure KHA acts legally and with integrity in its daily operations and specifically to prevent fraud, abuse, mismanagement, and discrimination.

KHA's "Mission" Statement:

Develop and maintain safe, affordable, quality housing that promotes healthy neighborhoods and inspires communities. Create partnership opportunities that support and encourage program participants to become self-sufficient. Manage all assets with fiscal responsibility & integrity.

KHA's "Vision" Statement:

KHA will be known and respected as a regional leader in leveraging resources to create affordable housing programs and opportunities that contribute positively to the community.

For more information regarding the Housing Authority City of Kennewick or Board of Commissioners Role, please contact Lona Hammer, KHA Executive Director at (509) 586-8576 Ext. 103, Executive Director Fax: (509) 572-2750, TTY: (509) 586-4460.