



**HOUSING AUTHORITY
CITY OF KENNEWICK
(KHA)**

**BOARD OF
COMMISSIONERS
MEETING
FOR
JULY 25, 2017
7:45 A.M.**



Kennewick Housing Authority (KHA)

AGENDA
KHA BOARD OF COMMISSIONERS
MONTHLY MEETING

Date: July 25, 2017
7:45 A.M.

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.

A. BOARD MEETING MINUTES:

1. Approval of KHA's Regular Meeting Minutes held on June 27, 2017.

B. VISITOR(S) INTRODUCTION:

Visitors who wish to present to KHA Board Commissioners during open meeting session, June do so in accordance within KHA's Meeting Agenda, visitor will need to state/provide their full name, residency, will have two (2) to three (3) minutes maximum to present to KHA's Board Commissioners. Visitors who wish to submit any documentation/materials/etc. June do so either prior or succeeding a meeting to KHA's Executive Director. KHA Board Commissioners will not take action on visitor's presentation/submitted documentation/materials/etc. during a Board Meeting.

Visitor(s):
None

C. STAFF PROGRAM & DEPARTMENT REPORTS:

- Operations Indicator Report (Housing Programs, Leasing & Program Financial Data, etc.) for the month of June 2017.

D. FINANCIAL REPORTS:

- Finance Director's June 2017 Monthly Report Narrative.
- June 2017 Financial Statements, Check Registers are enclosed in Board Packet.

E. EXECUTIVE DIRECTOR REPORT:

1. Write Offs: Resolution #1226 - Public Housing Program Write-Offs for Tenant Rent, Move-Out Charges & Other Charges for the Period Ending June 2017
2. Nueva Vista Project Update
3. Delafield Update
4. Administrative & Staff Items
5. Public Housing Program
6. Housing Choice Voucher Programs

F. BOARD REPORTS & DEVELOPMENT:

1. KHA Board & Agency Calendar: Calendar provided in KHA's July 25, 2017 Board Packet.

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G. BOARD COMMITTEE(S) REPORT (Report Status to Discuss/Discussed During Meeting):

1. Finance/Budget Committee (Commissioners Griffith & Perales):
2. Personnel Committee (Commissioners Moak & Turner):
3. Community Needs Committee (Commissioner Griffith & Moran)
4. Tenant Council (TC) Representation (None):
 - a. Sunnyslope Homes TC: On hiatus
 - b. Keewaydin Plaza TC: On hiatus

H. OTHER / NEW BUSINESS:

1. Omnibus Resolution for Nueva Vista II

I. EXECUTIVE SESSION:

None.

Housing Authority City of Kennewick
Board of Commissioners
June 27, 2017
Meeting Minutes

Minutes of the Board of Commissioners of the Housing Authority City of Kennewick's meeting, held at the Authority's Administration Office/Community Center at 1915 W. 4th Place, Kennewick, Washington on June 27, 2017 and called to order by Commissioner Turner at 7:54 A.M.

Roll Call:

Board Members Present:

Pat Turner – Chair

Thomas Moak

Gerald Moran – Arrived at 7:54 AM

Board Members :

Leo Perales – Vice Chair – Unexcused

Nikki Griffith – Unexcused

Others in Attendance:

Lona Hammer – Executive Director

Hermelinda Sierra – Finance Director

Amanda Taylor – HCV Supervisor/Compliance Director

Angela Fragozo – Administrative Assistant

AGENDA

A. Approval of Minutes:

1. The Board of Commissioners reviewed the minutes of the Regular Board Meeting held on May 23, 2017. Commissioner Moak moved to approve the Minutes. The motion was seconded by Commissioner Turner. All Commissioners were in favor: Ayes: 3 No: 0

B. Visitors:

None

C. Staff Program & Department Reports:

Commissioners and KHA staff members reviewed monthly program and departmental reports.

D. Financial Reports:

Hermelinda Sierra, KHA's Finance Director, presented the KHA Financial Reports.

1. Motion: Commissioner Moak moved to approve the May 2017 disbursements in the amount of \$951,160.11. The motion was seconded by Commissioner Turner. All Commissioners were in favor: Ayes: 3 No: 0
2. Commissioner Moak proposed to table further discussion of the lawsuit as per letter from PHADA to be further discussed during the Strategic Planning Session.

E. Executive Director's Report:

1. KHA's Executive Director, Lona Hammer presented the Executive Director's Report.
2. Motion: Commissioner Moak moved to rescind Resolution #1219 eliminating the residency requirement for the KHA waiting list applicants which was previously approved during February

28, 2017 meeting. The motion was seconded by Commissioner Moran. All Commissioners were in favor: Ayes: 3 No: 0

3. Motion: Commissioner Moak moved to approve Resolution #1225: Approval of Write-Offs for KHA's Public Housing Program Tenant Rent, Move-Out Charges & Other Charges for Period Ending May 2017. The motion was seconded by Commissioner Turner. All Commissioners were in favor: Ayes: 3 No: 0
4. Motion: Commissioner Turner moved to authorize the execution of updated Declaration(s) of Trust on Public Housing Properties each year when provided by HUD Counsel or as directed by HUD staff as prescribed by HUD. Commissioner Moak seconded the motion. All Commissioners were in favor: Ayes: 3 No: 0

F. Board Reports & Development:

1. KHA Board & Agency 12-month Rolling Calendar: Members were provided with a copy in KHA's June 27, 2017 Board Packet.

G. Board Committee(s) Reports:

1. Budget & Finance Committee: No report
2. Personnel Committee: No report
3. Community Needs Ad Hoc Committee: No report
4. Tenant Council (TC) Reports:
 - a. Sunnyslope Homes Tenant Council (TC) - On hiatus.
 - b. Keewaydin Plaza Tenant Council (TC) - On hiatus.

H. Other Business:

None.

I. Executive Session:

None.

J. Adjournment:

The Board of Commissioners adjourned at 8:48 AM.

ATTEST:

Lona Hammer, Secretary/Executive Director

Pat Turner, KHA Board Chair