

**Kennewick Housing Authority (KHA)**

**AGENDA**  
**KHA BOARD OF COMMISSIONERS**  
**REGULAR MEETING**

**Date: August 28, 2018**  
**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 July 24, 2018.

**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):

Larry Adamson – HCV Participant.

**C. STAFF PROGRAM & DEPARTMENT REPORTS:**

- Operations Indicator Report (Housing Programs, Leasing & Program Financial Data, etc.) for the month of July 2018.

**D. FINANCIAL REPORTS:**

- Finance Director's June FYE 2018 Monthly Report Narrative.
- Finance Director's July 2018 Monthly Report Narrative.
- July 2018 Financial Statements, Check Registers are enclosed in Board Packet.

**E. EXECUTIVE DIRECTOR REPORT:**

1. Write Offs: None
2. Nueva Vista Project Update
3. Delafield Update
4. Administrative & Staff Items
5. Public Housing Program
6. Housing Choice Voucher Programs
  - a. Resolution #1255: Approving KHA's FY 2018 Section Eight Management Assessment Program (SEMAP) Certification

**F. BOARD REPORTS& DEVELOPMENT:**

1. KHA Board & Agency Calendar: Calendar provided in KHA's August 28, 2018 Board Packet.

**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& Bates):
4. Tenant Council (TC) Representation (Commissioner Angeniy):
  - a. Sunnyslope Homes TC:
  - b. Keewaydin Plaza TC:

**H. OTHER / NEW BUSINESS:**

1. Resolution #1256–Approval of The Submission of The CDBG Grant Application to The City of Kennewick
2. Resolution #1257 - Approval of Administration of Up to 40 Rental Assistance Vouchers Due to The Opt Out of Section 8 Administration By Hawaiian Village

**I. EXECUTIVE SESSION:**

None

**Housing Authority City of Kennewick**  
**Board of Commissioners**  
**July 24, 2018**  
**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. 4<sup>th</sup> Place, Kennewick, Washington on July 24, 2018 and called to order by Commissioner Turner at 7:46 A.M.

**Roll Call:**

**Board Members Present:**

**Pat Turner – Chair**

**Thomas Moak**

**Colin Bates**

**Nikki Griffith**

**Lyuba Angeniy**

**Board Members Absent:**

**Leo Perales – Vice Chair**

**Others in Attendance:**

**Lona Hammer – Executive Director**

**James Reis – Maintenance/CFP Director**

**Amanda Taylor – HCV Supervisor/Compliance Director**

**Angela Fragozo – Administrative Assistant**

**Hermelinda Sierra – Finance Director**

**AGENDA**

**A. Approval of Minutes:**

1. The Board of Commissioners reviewed the minutes of the Regular Board Meeting held on June 26, 2018. Commissioner Moak moved to approve the meeting minutes as presented. Commissioner Griffith seconded the motion. All Commissioners were in favor: Ayes: 5  
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 Griffith moved to approve the June 2018 disbursements in the amount of \$858,481.19. The motion was seconded by Commissioner Moak. All Commissioners were in favor: Ayes: 5 No: 0

**E. Executive Director's Report:**

1. KHA's Executive Director, Lona Hammer presented the Executive Director's Report.
2. Resolution #1252: Commissioner Moak moved to approve Resolution #1252: Approval of Write-Offs for KHA's Public Housing Program Tenant Rent, Move-Out Charges & Other

Charges for Period Ending June 2018. The motion was seconded by Commissioner Griffith. All Commissioners were in favor: Ayes: 5 No: 0

**F. Board Reports & Development:**

1. KHA Board & Agency 12-month Rolling Calendar: Members were provided with a copy in KHA's July 24, 2018 Board Packet.

**G. Board Committee(s) Reports:**

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

**H. Other/New Business:**

1. Resolution #1253: Commissioner Moak moved to approve Resolution #1253: Approval of Revisions to KHA's Public Housing Program Dwelling Lease. The motion was seconded by Commissioner Bates. All Commissioners were in favor: Ayes: 5 No: 0
2. Resolution #1254: Commissioner Moak moved to approve Resolution #1254: Revision to KHA FY2018 Section 8 Housing Choice Voucher Program "Payment Standards". The motion was seconded by Commissioner Griffith. All Commissioners were in favor: Ayes: 5 No: 0

**I. Executive Session:**

None

**J. Adjournment:**

The Board of Commissioners adjourned at 9:13 AM.

**ATTEST:**

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Lona Hammer, Secretary/Executive Director

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Pat Turner, KHA Board Chair