

Kennewick Housing Authority (KHA)

AGENDA
KHA BOARD OF COMMISSIONERS
REGULAR MEETING

Date: October 28, 2020
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 September 23, 2020.

B. VISITOR(S) INTRODUCTION:

Visitors who wish to present to KHA Board Commissioners during open meeting session, may 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. may 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 September 2020.

D. FINANCIAL REPORTS:

- Finance Director's September 2020 Monthly Report Narrative.
- September 2020 Financial Statements, Check Register are enclosed in Board Packet.

E. EXECUTIVE DIRECTOR REPORT:

1. Write Offs:
 - a. Resolution #1318: Public Housing Program Write-Offs for Tenant Rent, Move-Out Charges & Other Charges For The Period Ending September 2020
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 October 28, 2020 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 Perales & Bates):
4. Design & Construction (Commissioner Bates & Griffith):
5. Tenant Council (TC) Representation:
 - a. Sunnyslope Homes TC:
 - b. Keewaydin Plaza TC:

H. OTHER / NEW BUSINESS:

1. Resolution #1319: Approval of KHA's FY 2021 Public Housing Program "Flat Rents"
2. Resolution #1320: Approval of KHA's FY 2021 Section 8 Program "Payment Standards"
3. Resolution #1321: Approval of Acceptance of Supplemental HOME Award-use of Business Activities
4. Resolution #1322: Approval of Signing-Housing Trust Fund – Ultra High Energy Efficiency documents

I. EXECUTIVE SESSION:

None

**Housing Authority City of Kennewick
Board of Commissioners
September 23, 2020
Meeting Minutes**

Minutes of the Board of Commissioners of the Housing Authority City of Kennewick's meeting, held remotely via GoToMeeting on September 23, 2020 and called to order by Commissioner Moak at 7:46 A.M.

Roll Call:

Board Members Present:

Thomas Moak – Chair

Leo Perales – Vice Chair (lost connection at 7:50 AM)

Pat Turner

Nikki Griffith

Colin Bates

Others in Attendance:

Lona Hammer – Executive Director

Carol Hescock – Accounting Assistant

Amanda Taylor – HCV Supervisor/Compliance Director

Armando Solis – Maintenance/Development 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 August 26, 2020. Commissioner Griffith moved to approve Meeting Minutes as presented. The motion was seconded by Commissioner Bates. All Commissioners were in favor: Ayes: 4 No: 0

B. Visitors:

None

C. Staff Program & Department Reports:

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

D. Financial Reports:

Carol Hescock, KHA's Accounting Assistant, presented the KHA Financial Reports.

1. Motion: Commissioner Griffith moved to approve the August 2020 disbursements in the amount of \$1,092,448.45. The motion was seconded by Commissioner Turner. 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 #1317: Commissioner Bates moved to approve Resolution #1317: Approval of Write-Offs for KHA's Public Housing & HCV Programs Tenant Rent, Move-Out Charges & Other Charges for Period Ending August 2020. The motion was seconded by Commissioner Moak. All Commissioners were in favor: Ayes: 4 No: 0

F. **Board Reports & Development:**

1. KHA Board & Agency 12-month Rolling Calendar: Members were provided with a copy in KHA's July 22, 2020 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. Design & Construction Ad Hoc Committee: No meeting
5. Tenant Council (TC) Reports:
 - a. Sunnyslope Homes Tenant Council (TC) – No meeting
 - b. Keewaydin Plaza Tenant Council (TC) – No report

H. **Other Business:**

1. Commissioner Turner moved that KHA's Regular Board Meeting be cancelled for December 23, 2020. Commissioner Griffith seconded the motion. All were in favor: Ayes: 4 No: 0.

J. **Executive Session:**

None

K. **Adjournment:**

The Board of Commissioners adjourned at 8:46 AM.

ATTEST:

Lona Hammer, Secretary/Executive Director

Tom Moak, KHA Board Chair