

**Kennewick Housing Authority (KHA)**

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

**Date: October 27, 2021**  
**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 22, 2021.

**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 2021.

**D. FINANCIAL REPORTS:**

- Finance Director's September 2021 Monthly Report Narrative.
- September 2021 Financial Statements, Check Register 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

**F. BOARD REPORTS & DEVELOPMENT:**

1. KHA Board & Agency Calendar: Calendar provided in KHA's October 27, 2021 Board Packet.

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

1. Finance/Budget Committee (Commissioners Foster & Fillmer):
2. Personnel Committee (Commissioners Moak & Turner): Discussion of Executive Director's Evaluation Process
3. Community Needs Committee (Commissioner Fillmer & Bates):
4. Design & Construction (Commissioner Bates & Foster):
5. Tenant Council (TC) Representation:
  - a. Sunnyslope Homes TC:
  - b. Keewaydin Plaza TC:

**H. OTHER / NEW BUSINESS:**

1. Resolution #1338: Approval of KHA's FY 2022 Public Housing Program "Flat Rents"
2. Resolution #1339: Approval of KHA's FY 2022 Section 8 Program "Payment Standards"
3. Strategic Plan – Review/Discussion

**I. EXECUTIVE SESSION:**

None

**Housing Authority City of Kennewick  
Board of Commissioners  
September 22, 2021  
Meeting Minutes**

Minutes of the Board of Commissioners of the Housing Authority City of Kennewick's meeting, held remotely via GoToMeeting on September 22, 2021 and called to order by Commissioner Moak at 7:45 A.M.

**Roll Call:**

**Board Members Present:**

**Thomas Moak – Chair  
Colin Bates – Vice Chair  
Pat Turner  
Reanette Fillmer  
Darin Foster**

**Others in Attendance:**

**Lona Hammer – Executive Director  
Hermelinda Sierra – Finance Director  
Armando Solis – Maintenance & Development Director  
Martha Rivas – Senior Property Manager  
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 25, 2021. Commissioner Turner moved to approve Meeting Minutes as presented. The motion was seconded by Commissioner Bates. All Commissioners were in favor: Ayes: 5  
No: 0
2. The Board of Commissioners reviewed the minutes of the Special Board Meeting held on August 31, 2021. Commissioner Bates moved to approve Meeting Minutes as presented. The motion was seconded by Commissioner Moak. 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 Turner moved to approve the September 2021 disbursements in the amount of \$963,335.72. The motion was seconded by Commissioner Foster. 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 #1337: Commissioner Turner moved to approve Resolution #1327: Approval of KHA's Public Housing Shortfall Plan. The motion was seconded by Commissioner Fillmer. 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 September 22, 2021 Board Packet.

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

1. Budget & Finance Committee: No meeting
2. Personnel Committee: Discussed COVID related topics
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 meeting

**H. Other Business:**

1. Commissioner Bates moved that KHA's Regular Board Meeting be cancelled for December 22, 2021. Commissioner Moak seconded the motion. All were in favor: Ayes: 5 No: 0.

**I. Executive Session:**

None

**J. Adjournment:**

The Board of Commissioners adjourned at 8:55 AM.

**ATTEST:**

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Lona Hammer, Secretary/Executive Director

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Tom Moak, KHA Board Chair