

Kennewick Housing Authority (KHA)

AGENDA
KHA BOARD OF COMMISSIONERS
“ANNUAL” MEETING

Date: April 27, 2022
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 March 23, 2022.

B. VISITOR(S) INTRODUCTION/PUBLIC COMMENT:

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 months of March 2022.

D. FINANCIAL REPORTS:

- Finance Director’s March 2022 Monthly Report Narrative.
- March 2022 Financial Statements, Check Registers are enclosed in Board Packet.
- 2021 Kennewick Housing Authority Audit, 2021 Kennewick Affordable Housing Audit and 2021 Nueva Vista Phase II Audit

E. BOARD OF COMMISSIONERS ANNUAL ELECTIONS:

1. Election of KHA Board Chair, Vice-Chair and Board Committee(s) Assignments.

F. EXECUTIVE DIRECTOR REPORT:

1. Write Offs: Resolution #1350 - Approval of Public Housing & HCV Programs Write-Offs for Tenant Rent, Move-Out Charges & Other Charges for the Period Ending March 2022
2. Nueva Vista Project Update
3. Delafield Update
4. Administrative & Staff Items

5. Public Housing Program
6. Housing Choice Voucher Programs

G. BOARD REPORTS & DEVELOPMENT:

1. KHA Board & Agency Calendar: Calendar provided in KHA's April 27, 2022 Board Packet.

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

1. Finance/Budget Committee (Commissioners Fillmer & Foster):
2. Personnel Committee (Commissioners Moak & Turner):
3. Community Needs Committee (Commissioner Fillmer & Bates):
4. Design, Construction & Acquisition Committee (Commissioner Bates & Foster):
5. Tenant Council (TC) Representation:
 - a. Sunnyslope Homes TC:
 - b. Keewaydin Plaza TC:

I. OTHER / NEW BUSINESS:

None.

J. EXECUTIVE SESSION:

None.

Housing Authority City of Kennewick
Board of Commissioners
March 23, 2022
Meeting Minutes

Minutes of the Board of Commissioners of the Housing Authority City of Kennewick's meeting, held remotely via GoToMeeting on March 23, 2022, and called to order by Commissioner Moak at 7:46 A.M.

Roll Call:

Board Members Present:

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

Others in Attendance:

Lona Hammer – Executive Director
Hermelinda Sierra – Finance Director
Armando Solis – Maintenance & Development Director
Martha Rivas – Director of Property Management
Amanda Taylor – HCV Supervisor/KHA 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 February 23, 2022. Commissioner Filmer moved to approve Meeting Minutes as presented. The motion was seconded by Commissioner Bates. All Commissioners were in favor: Ayes: 5 No: 0

B. Visitors:

None

C. Staff Program & Departmental 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 Foster moved to approve the January 2022 disbursements in the amount of \$ 990,338.99. The motion was seconded by Commissioner Turner. All Commissioners were in favor: Ayes: 5 No: 0

E. Executive Director's Report:

KHA's Executive Director, Lona Hammer presented the Executive Director's Report.

F. Board Reports & Development:

1. KHA Board & Agency 12-month Rolling Calendar: Members were provided with a copy in KHA's March 23, 2022, 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: No meeting

H. Other Business:

1. Resolution #1348: Approval of KHA's FY 2022 Agency Annual Plan and Capital Fund Program Plan. Commissioner Turner moved to approve Resolution #1348. Commissioner Fillmer seconded the motion. All were in favor: Ayes: 5 No: 0.
2. Resolution #1349: Authorizing The Submission of Multiple Congressionally Directed Spending Applications And Exploration of Other Funding Opportunities in Order to Develop The Gum Street Affordable Housing Community. Commissioner Bates moved to approve Resolution #1349. Commissioner Fillmer seconded the motion. All were in favor: Ayes: 5 No: 0.

J. Adjournment:

The Board of Commissioners adjourned at 9:00 AM.

ATTEST:

Lona Hammer, Secretary/Executive Director

Tom Moak, KHA Board Chair