

**Kennewick Housing Authority (KHA)**

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

**Date: March 26, 2025**  
**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 February 26, 2025.

**B. VISITOR(S) INTRODUCTION/PUBLIC COMMENT:**

Visitors who wish to present to KHA Board Commissioners during open meeting session, may do so in accordance with 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:**

- Director of Maintenance & Development Report for February 2025.
- Compliance Director Report for February 2025.
- FSS Program & Occupancy Report for February 2025.

**D. FINANCIAL REPORTS:**

- Finance Director's February 2025 Monthly Report Narrative.
- February 2025 Financial Statements and Check Register are enclosed in Board Packet.

**E. EXECUTIVE DIRECTOR REPORT:**

1. Write-Offs: Resolution #1427: Approval of Public Housing & HCV Programs Write-Offs for Tenant Rent, Move-Out Charges & Other Charges for the Period Ending March 27, 2025
2. Gum Street Project Update
3. Other Items

**F. BOARD REPORTS & DEVELOPMENT:**

1. KHA Board & Agency Calendar: Calendar provided in KHA's March 26, 2025 Board Packet.

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

1. Finance/Budget Committee (Commissioners Filmer & Houston):
2. Personnel Committee (Commissioners Bates & Foster):

**H. OTHER / NEW BUSINESS:**

1. Resolution #1428: Authorizing The Renaming of KHA Buildings/Locations
2. Transition/Succession Planning

**I. EXECUTIVE SESSION:**

None

**Housing Authority City of Kennewick  
Board of Commissioners  
March 26, 2025  
Meeting Minutes**

Minutes of the Board of Commissioners of the Housing Authority City of Kennewick's meeting, held in person and remotely via GoToMeeting on March 26, 2025, and called to order by Commissioner Bates at 7:46 A.M.

**Roll Call:**

**Board Members Present:**

**Colin Bates – Chair**

**Darin Foster – Vice Chair**

**Thomas Moak**

**Reanette Etzler – Excused Absence**

**Lynn Houston – (Remote) left early at 8:51 AM**

**Others in Attendance:**

**Matt Truman – Executive Director**

**Hermelinda Sierra – Finance Director**

**Amanda Taylor – Compliance Director (left early at 8:21 AM)**

**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 February 26, 2025. Commissioner Moak moved to approve the Meeting Minutes.  
Commissioner Foster seconded the motion. All Commissioners were in favor: Ayes: 4 No: 0

**B. Visitors:**

1. Lona Hammer – Future Commissioner
2. Rigo Arteaga – NVI & NVII/Lilac Homes Site Manager

**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 February 2025 disbursements for \$1,246,202.54. Commissioner Moak seconded the motion. All Commissioners were in favor:  
Ayes: 4 No: 0

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

1. KHA's Executive Director, Matt Truman presented the Executive Director's Report.

**F. Board Reports & Development:**

1. KHA Board & Agency 12-month Rolling Calendar: Members provided a copy in KHA's March 26, 2025, Board Packet.

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

1. Budget & Finance Committee: No meeting
2. Personnel Committee: No meeting.

**H. Other Business:**

1. Resolution #1427: Commissioner Foster moved to approve Resolution #1427: Approval of Write-Offs for KHA's Public Housing & HCV Programs Tenant Rent, Move-Out Charges & Other Charges for Period Ending March 27, 2025. Commissioner Moak seconded the motion. All Commissioners were in favor: Ayes: 3 No: 0
2. Resolution #1428: Commissioner Foster moved to approve Resolution #1428: Authorizing The Renaming of KHA Buildings/Locations. Commissioner Bates seconded the motion. All Commissioners were in favor: Ayes: 3 No: 0
3. Transition/Succession Planning Discussion
4. Training Requirements for BOC
5. Add provisional Executive Session as regular part of BOC Agenda.

**I. Executive Session:**

None

**J. Adjournment:**

The Board of Commissioners adjourned at 9:31 AM.

**ATTEST:**

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Matt Truman, Secretary/Executive Director

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Colin Bates, KHA Board Chair