

Kennewick Housing Authority (KHA)

AGENDA
KHA BOARD OF COMMISSIONERS
“ANNUAL” MEETING

Date: April 22, 2026
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 25, 2026
2. Approval of KHA's Special Meeting Minutes held on April 9, 2026.

B. VISITOR(S) INTRODUCTION/PUBLIC COMMENT:

Visitors who wish to present to KHA’s Board Commissioners during the open meeting session may do so in accordance with KHA’s Meeting Agenda. Visitors will need to state/provide their full name, residency, and 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 following a meeting with 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 March 2026.
- Housing Programs & Compliance Director Report for March 2026.
- FSS Program & Occupancy Report for March 2026.

D. FINANCIAL REPORTS:

- Finance Director’s March 2026 Monthly Report Narrative.
- March 2026 Financial Statements and Check Registers are enclosed in Board Packet.

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: None
2. Gum Street Project Update
3. Other Items

G. BOARD REPORTS & DEVELOPMENT:

1. KHA Board & Agency Calendar: Calendar provided in KHA's April 22, 2026, Board Packet.

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

1. Finance/Budget Committee (Commissioners Etzler & Houston):
2. Personnel Committee (Commissioners Bates & Foster):
3. Design, Construction & Acquisition Committee (Ad hoc):
4. Community Needs:

I. OTHER / NEW BUSINESS:

1. Resolution #1456: Addition Of Bank Account Signatory For All The Housing Authority City Of Kennewick Bank Accounts and Access to Accounts
2. Resolution #1457: Addition Of KAH, LLLP And NVII, LLLP Signatory For All The Kennewick Affordable Housing, LLLP And Nueva Vista Phase II, LLLP As needed For Washington State Housing Finance Commission And Serve As Authorized Signatory For All KAH And NVII Contracts
3. Resolution #1458: Addition Of Signatory For All The Housing Authority City Of Kennewick, Department Of Housing And Urban Development, Department Of Commerce, Washington State Housing Finance Commission, Tax Credit Investor Accounts and Access to Accounts
4. Addition Of Bank Account Signatory For The Bubble on Gum Street Project Bank Accounts and Access to Account

J. EXECUTIVE SESSION:

1. KHA Board of Commissioners may go into Executive Session during KHA's Board of Commissioners' April 22, 2026 Meeting in accordance to RCW 42.30.110(1) for any of the following:
 - (a)(i) To consider matters affecting national security;
 - (ii) To consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;
 - (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
 - (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.
 - (d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;
 - (e) To consider, in the case of an export trading company, financial and commercial information supplied by private persons to the export trading company;
 - (f) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;
 - (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

- (h) To evaluate the qualifications of a candidate for appointment to elective office.
- (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Housing Authority City of Kennewick
Board of Commissioners
March 25, 2026
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 25, 2026, and called to order by Commissioner Foster at 7:48 A.M.

Roll Call:

Board Members Present:

Colin Bates – Vice Chair – (Remote) Left early at 8:30 AM

Darin Foster – Chair

Reanette Etzler – (Remote)

Lynn Houston

Lona Hammer

Others in Attendance:

Hermelinda Sierra – Executive Director – (Excused Absence)

Amanda Taylor – Housing & Compliance Director

Armando Solis – Maintenance & Development Director

Kayla Davis – Director of Property Management

Angela Fragozo – Administrative Assistant

Verinda Ramirez – Accounting Assistant II

AGENDA

A. Approval of Minutes:

1. The Board of Commissioners reviewed the minutes of the regular Board Meeting held on February 25, 2026. Commissioner Etzler moved to approve the Meeting Minutes. Commissioner Hammer seconded the motion. 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 Hammer moved to approve the February 2026 disbursements for \$1,267,935.29. Commissioner Houston seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0

E. Executive Director's Report:

1. KHA's Executive Director, Hermelinda Sierra, 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 25, 2026, Board Packet.

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

1. Budget & Finance Committee: No meeting.
2. Personnel Committee: No meeting.
3. Design, Construction & Acquisition Committee (Ad hoc) – No meeting.
4. Community Needs (Ad hoc) – No meeting.

H. **Other Business:**

None.

I. **Executive Session:**

None.

J. **Adjournment:**

The Board of Commissioners adjourned at 8:37 AM.

ATTEST:

Hermelinda Sierra, Secretary/Executive Director

Darin Foster, KHA Board Chair

**Housing Authority City of Kennewick
Board of Commissioners
April 9, 2026
Special Board Meeting Minutes**

Minutes of the Board of Commissioners of the Housing Authority City of Kennewick's Special meeting, held remotely on April 9, 2026, and called to order by Commissioner Foster at 10:07 A.M.

Roll Call:

Board Members Present:

Darin Foster – Chair

Colin Bates – Vice Chair (Excused Absence)

Lynn Houston

Lona Hammer

Others in Attendance:

Hermelinda Sierra – Executive Director

Angela Fragozo – Administrative Assistant

A. VISITORS

None

B. OTHER/NEW BUSINESS

1. Resolution #1455: Commissioner Hammer moved to approve Resolution #1455:

Approval of KHA's Five-Year (FY2026-2030) and FY2026 Annual Agency Plan.

Commissioner Foster seconded the motion. All Commissioners were in favor: Ayes:

3 No: 0

C. ADJOURNMENT

The KHA Board of Commissioners Special Board Meeting was adjourned by Chairman Foster at 10:12 AM

ATTEST:

Hermelinda Sierra, Secretary/Executive Director

Darin Foster, KHA Board Chair