Kennewick Housing Authority (KHA)

AGENDA
KHA BOARD OF COMMISSIONERS
REGULAR MEETING

Date: September 24, 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 August 26, 2026.

B. VISITOR(S) INTRODUCTION/PUBLIC COMMENT:
Visitors who wish to present to KHA 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 and 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 before or after a meeting with KHA's Executive Director. KHA Board Commissioners will not take action on a 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 August 2026.
- Property Management Report for August 2026.
- Housing & Compliance Director Report for August 2026.
- FSS Program & Occupancy Report for August 2026.

D. FINANCIAL REPORTS:
- Finance Director's August 2026 Monthly Report Narrative.
- August 2026 Financial Statements and Check Register are enclosed in the Board Packet.

E. EXECUTIVE DIRECTOR REPORT:
1. Write-Offs: None.
2. Gum Street Project Update
3. Other Items

F. BOARD REPORTS & DEVELOPMENT:
1. KHA Board & Agency Calendar: Calendar provided in KHA's September 24, 2026, Board Packet.

TURN OVER

Housing Authority City of Kennewick
Board of Commissioners
August 26, 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 August 26, 2026, and called to order by Commissioner Foster at 7:47 A.M.

Roll Call:

Board Members Present:
Colin Bates
Darin Foster – Chair
Lynn Houston – Vice Chair
Lona Hammer
Veronica (Nikki) Griffith

Others in Attendance:
Hermelinda Sierra – Executive Director
Michael Lukson – Finance Director
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 July 22, 2026. Commissioner Houston moved to approve the Meeting Minutes. Commissioner Griffith seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0

B. **Visitors:**
   1 Maria Santana – FSS Coordinator
   2 Cassandra Rourke – FSS Graduate
   3 Flor J. Cortes-Aguilar – FSS Graduate

C. **Staff Program & Departmental Reports:**
   Commissioners and KHA staff members reviewed monthly program and departmental reports.

D. **Financial Reports:**
   Michael Lukson, KHA's Finance Director, presented the KHA Financial Reports.
   1. Motion: Commissioner Hammer moved to approve the July 2026 disbursements for $1,628,276.93. Commissioner Bates 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 August 26, 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:**
1. Resolution #1468: Commissioner Bates moved to approve Resolution #1468: Approval of Write-Offs for KHA's Public Housing & HCV Programs Tenant Rent, Move-Out Charges & Other Charges for Period Ending July 15, 2026. Commissioner Griffith seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0
2. Resolution #1469: Commissioner Griffith moved to approve Resolution #1469: Sunset Ridge Townhomes Bank Account Tenant Rent Payment Deposits - Banner Bank. Commissioner Bates seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0
3. Resolution #1470: Commissioner Houston moved to approve Resolution #1470: Sunset Ridge Townhomes Bank Account Tenant Security Deposits - Banner Bank. Commissioner Bates seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0
4. Resolution #1471: Commissioner Bates moved to approve Resolution #1471: Close BoG Inactive Bank Account And Transferring Balance to Active Account. Commissioner Griffith seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0
5. Resolution #1472: Commissioner Hammer moved to approve Resolution Resolution #1472: VASH Voucher Transfer to HCV Without Reapplying by Adding to Veterans Preference. Commissioner Houston seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0
6. Resolution #1473: Commissioner Bates moved to approve Resolution #1473: Approving KHA'S Section Eight Management Assessment Program (SEMAP) Certification. Commissioner Griffith seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0
7. Commissioner Griffith moved to approve changing the date and time of the regular monthly Board of Commissioners to the 4th Thursday of each month at 7:45 AM as of September 2026. Commissioner Bates seconded the motion. All Commissioners were in favor: Ayes: 5 No: 0

I. **Executive Session:**
None

J. **Adjournment:**
The Board of Commissioners adjourned at 8:59 AM.

ATTEST:

_____ _____
Hermelinda Sierra, Secretary/Executive Director Darin Foster, KHA Board Chair

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

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

H. OTHER / NEW BUSINESS:

1. Resolution #1474: Approval of KHA's FY 2027 Section 8 Program "Payment Standards"
2. Resolution #1475: Approval of Revision of Board of Commissioners Bylaws
3. Change or cancel December's Regular Board Meeting on December 24, 2026, at 7:45 AM.
4. Board approval of funds for Employee Appreciation Lunch.

I. EXECUTIVE SESSION:

1. KHA Board of Commissioners may go into Executive Session during KHA's Board of Commissioners' September 24, 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.