MINUTES OF OCTOBER 21, 2026
MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF SUNNYSIDE, WASHINGTON, HELD AT THE SUNNYSIDE HOUSING AUTHORITY ADMINISTRATIVE OFFICE PURSUANT TO NOTICE PREVIOUSLY ISSUED

Chairperson Pro Tem Sharon Templin called the meeting to order.

CALL TO ORDER

Commissioners present or participating remotely: Sandra Benitez, Mae Haney, and Sharon Templin.

1. ROLL CALL

Staff present: Elizabeth Alba, Executive Director

There was no Public Comment.

2. PUBLIC COMMENT

Sandra Benitez made the motion to approve the Consent Agenda including Minutes of the Board Meeting held on September 16, 2026, Payment of the Bills for the Month of September 2026. Mae Haney seconded the motion. Motion passed.

3. CONSENT AGENDA

Regarding the above payment of the bills for the month of September 2026, it is noted that checks audited and certified by the Auditing Officer as required by R.C.W. 42.24.180 have been recorded on listings that have been made available to the Board. As of October 21, 2026, the Board does, therefore, by unanimous vote of participating commissioners, approve for payment those operating account checks issued in September 2026 46241 through 46345 for a total of $207,520.97.

4. REPORTS AND UPDATES
   a. Rainier Court and Rainier Development Rent Increase

Elizabeth Alba, Executive Director, let the Board know notices will posted this month to the tenants at Rainier Court (1 unit) and Rainier Development (15 units) for rent increases that will be effective 02/01/2027. Washington is now under rent control. The maximum increase for any 12 month period is set by the Washington State Dept. of Commerce. Currently, it's at 10% for January 1, 2027. A spreadsheet was provided with the current rent rates, increase amount and percentage of increase.

5. RESOLUTIONS AND ACTIONS

Resolution 2026-20
A Resolution authorizing the purchase of a Canon imageFORCE C5140 multifunction copier.

   a. Resolution 2026-20: Authorizing the purchase of a new copier

Sandra Benitez moved to approve Resolution 2026-20 as presented. Mae Haney seconded. All in favor.

Resolution 2026-21
A Resolution eliminating the Groundskeeper position.

   b. Resolution 2026-21: Eliminating the Groundskeeper position

Mae Haney moved to approve Resolution 2026-21 as presented. Sandra Benitez seconded. All in favor.

Resolution 2026-22
A Resolution establishing a Seasonal Groundskeeper position and authorizing recruitment.

   c. Resolution 2026-22: Establishing a Seasonal Groundskeeper position and authorizing recruitment

Mae Haney moved to approve Resolution 2026-22 as presented. Sandra Benitez seconded. All in favor.

Resolution 2026-23
A Resolution selecting Bureau Veritas to provide Rental Assistance Demonstration (RAD) Physical Condition Assessment and Energy Audit services and authorizing contract execution.

Sandra Benitez moved to approve Resolution 2026-23 as presented. Mae Haney seconded. All in favor.

d. Resolution 2026-23: Selecting Bureau Veritas to provide RAD Physical Condition Assessment and Energy Audit Services and Authorize contract execution

Resolution 2026-24
A Resolution approving the disposal of surplus appliances.

Sandra Benitez moved to approve Resolution 2026-24 as presented. Mae Haney seconded. All in favor.

e. Resolution 2026-24: Approving the disposal of surplus appliances

With no further business to come before the meeting, the meeting was adjourned.

6. ADJOURNMENT

Chairperson

Attest, Secretary

HOUSING AUTHORITY OF SUNNYSIDE ORGANIZED SEAL 1943 WASHINGTON