

MINUTES OF THE OCTOBER 16, 2024 REGULAR MEETING  
 AJOURNED TO OCTOBER 23, 2024  
 OF THE BOARD OF COMMISSIONERS  
 OF THE HOUSING AUTHORITY OF SUNNYSIDE, WASHINGTON, HELD AT THE SUNNYSIDE  
 HOUSING AUTHORITY OFFICE PURSUANT TO A NOTICE  
 PREVIOUSLY ISSUED

Chairperson Keith Sattler called the meeting to order.

CALL TO ORDER

Commissioners present or participating remotely: Mae Haney, Wallace Anderson and Keith Sattler.

1. ROLL CALL

Staff present: Ketha Kimbrough, Past Executive Director, Elizabeth Alba, Executive Director, Kerry Griffin, Interim Maintenance Supervisor, and Delinda Rodriguez, Assistant for Administration and Tenant Services.

There was no public comment.

2. PUBLIC COMMENT

Wallace Anderson made the motion to approve the Consent Agenda including: Minutes of the September 30, 2024 Regular Meeting and Payment of the Bills for the Month of September 2024. Mae Haney seconded the motion. Motion passed.

3. CONSENT AGENDA  
 a. Minutes  
 b. Payment of the Bills

Regarding the above payment of the bills for the month of September 2024, 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 this date, October 16, 2024, the Board does, therefore, by unanimous vote of participating commissioners, approve for payment those operating account checks issued in September 2024 included in operating fund numbers 44079 through 44146, for a total of \$311,990.83.

#### Staffing Changes

Update given on appointment of Kerry Griffin to the position of Interim Maintenance Supervisor, Delinda Rodriguez to the position of Assistant for Administration and Tenant Services and newly hired Dan Esqueda as Maintenance Mechanic II. In-house opening for Housing Officer will close on October 25, 2024. Current positions still open are Maintenance Mechanic II and Part-time Housekeeper.

4. REPORTS

- a. Staffing Changes
- b. Retirements Pending
- c. Rainier Court
- d. RAD Update

#### Retirements Pending

Ketha Kimbrough will stay on through December 31, 2024, serving in the role of Past Executive Director/Trainer to Elizabeth Alba, Executive Director effective September 1, 2024.

#### Rainier Court

Discussion on the useful life of the last building in the Rainier Court Development that was part of the original buildings built by the Sunnyside Housing Authority (1940's). Of the nine units, only five are currently occupied. The consensus of the Board is to seek an independent inspector to assess the property to determine how much it would cost to rehabilitate the structure. Board suggested we find out how much the building is worth in its current condition and contact our Attorney to revise the current lease to a definite ending date for the current tenants.

### Rental Assistance Demonstration (RAD) Update

In 2021, HUD paid an independent contractor to assess if it would be a sound practice to convert SHA's HUD units to the RAD program. Board consensus was to find out the cost to update the assessment and pursue implementation if feasible.

### Resolution 2024-08

A Resolution approving travel for employees Elizabeth Alba and Delinda Rodriguez to attend NAHRO-sponsored in-depth review of programmatic changes through modernization act (HOTMA) to be held in Renton, Washington on November 18th and 19th, 2024.

Wallace Anderson moved to approve Resolution 2024-08 as presented. Mae Haney seconded. All in favor.

### Resolution 2024-09

A Resolution authorizing claim reimbursements prior to the Board of Commissioner's approval of claims and authorizing signatories for bank accounts held by the Housing Authority of Sunnyside, Washington at the banking institutions listed on Attachment A to this Resolution.

Wallace Anderson moved to approve Resolution 2024-09 as presented. Mae Haney seconded. All in favor.

### Action

Acceptance of the 5 Year Plan for the Housing Authority of the City of Sunnyside for the years 2025-2029. There were no comments from the RAB review held on October 9, 2024, and there were no comments from the Public Hearing held on October 14, 2024 pertinent to the proposed plan.

Wallace Anderson moved to approve the 2025-2029 5 Year Plan as presented. Mae Haney seconded. All in favor.

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

## 5. RESOLUTIONS AND ACTIONS

a. Resolution 2024-08:  
Approving Travel To  
Renton For In-Depth  
HOTMA Training

b. Resolution 2024-09:  
Authorizing Claim  
Reimbursements Prior  
To Board Approval  
and Authorizing  
Signatories For Bank  
Accounts Held By  
SHA

c. Action: Acceptance  
of The 5 Year Plan

## 6. ADJOURNMENT

  
Chairperson

Attest



Secretary