

MINUTES OF FEBRUARY 19, 2025 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF SUNNYSIDE, WASHINGTON, HELD AT THE SUNNYSIDE
HOUSING AUTHORITY OFFICE PURSUANT TO NOTICE PREVIOUSLY ISSUED

Chairperson Keith Sattler called the meeting to order.

CALL TO ORDER

Commissioners present or participating remotely: Keith Sattler, Mae Haney, and Melba Fujiura.

1. ROLL CALL

Staff present: Elizabeth Alba, Executive Director and Annette Lara, Finance Supervisor.

There was no public comment.

2. PUBLIC COMMENT

Melba Fujiura made the motion to approve the Consent Agenda including: Minutes of the January 19, 2025 Regular Meeting, Payment of the Bills for the Month of January, 2025. Mae Haney seconded the motion. Motion passed.

3. CONSENT AGENDA

- a. Minutes
- b. Payment of the Bills
- c. Financial Statements

Regarding the above payment of the bills for the month of January 2025, 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 February 19, 2025, the Board does, therefore, by unanimous vote of participating commissioners, approve for payment those operating account checks issued in January 2025 included in operating fund numbers 44419 through 44489, for a total of \$163,639.55.

Financial Statements for December 2025 for Rainier Park and Sunnyview Apartments were presented for informational purposes.

New Employees

Elizabeth Alba, Executive Director, informed the Board of two employees that started in February 2025. Annette Lara, Finance Supervisor and Alfonso Santos, Maintenance Mechanic II. Alfonso is a former employee that worked here about 20 years and brings a lot of knowledge of our rental units.

4. REPORTS

- a. New Employees
- b. Joint Housing Authority Update

Joint Housing Authority Update

Elizabeth Alba, Executive Director, discussed with the Board the decision to put the project on hold. Yakima Housing Authority Director, Lowel Krueger, and Elizabeth met to discuss the next steps to convert SHA to the RAD program which would be very beneficial for us.

5. RESOLUTIONS AND ACTIONS

Resolution 2025-02

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.

- a. Resolution 2025-02: A Resolution authorizing claim reimbursements and authorizing signatories for bank accounts.

Melba Fujiura moved to approve Resolution 2025-2 as presented. Mae Haney seconded. All in favor.

Resolution 2025-03

A Resolution establishing a policy for the use of the Sunnyside Housing Authority Senior Community Building.

Resolution was tabled for revision at a future meeting.

Resolution 2025-04

A Resolution establishing guidelines for service and companion animals in low-income housing in compliance with the Americans with Disabilities Act (ADA), the Fair Housing Act (FHA), and the U.S. Department of Housing and Urban Development (HUD) regulations.

Resolution was tabled for revision at a future meeting.

Resolution 2025-05

A Resolution amending the Personnel Policy to include Juneteenth as a recognized holiday.

Mae Haney moved to approve Resolution 2025-5 as presented. Melba Fujiura seconded. All in favor.

Executive Session

An Executive Session was held per RCW 42.30.110 (g) – to review the performance of a public employee. No action was taken.

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

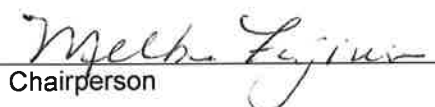
b. Resolution 2025-03: A Resolution establishing a policy for the use of SHA's Senior Community Building.

c. Resolution 2025-04: A Resolution establishing guidelines for Service and Companion Animals

d. Resolution 2025-05: A Resolution amending the Personnel Policy to include Juneteenth

6. EXECUTIVE SESSION

7. ADJOURNMENT


Chairperson

Attest



Secretary