

MINUTES OF APRIL 15, 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 Melba Fujiura called the meeting to order.

CALL TO ORDER

Commissioners present or participating remotely: Melba Fujiura, Mae Haney, Sandra Benitez and Sharon Templin.  
Staff present: Elizabeth Alba, Executive Director and Annette Lara, Finance Supervisor.

1. ROLL CALL

There was no Public Comment.

2. PUBLIC COMMENT

Sharon Templin made the motion to approve the Consent Agenda including Minutes of the Board Meeting held on March 18, 2026, Payment of the Bills for the Month of March 2026. Mae Haney seconded the motion. Motion passed.

3. CONSENT AGENDA

Regarding the above payment of the bills for the month of March 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 April 15, 2026, the Board does, therefore, by unanimous vote of participating commissioners, approve for payment those operating account checks issued in March 2026 45688 through 45772 for a total of \$295,691.98.

Elizabeth Alba, Executive Director, provided an email from Jesse Gonzales dated 04/03/2026 providing his resignation from the Board of Commissioners effective on that date. The City of Sunnyside has been notified via email, but no response has been received as of 04/15/2026.

4. REPORTS AND UPDATES

- a. Board Member Resignation
- b. Audit(s) Update
  - i. 2022-2024 Accountability Audit – Final
  - ii. 2024 Financial Audit Status

Attached to the board packet is a copy of the final 2022-2024 Accountability Audit. This is considered a clean audit with no findings.

The 2024 Financial Audit is in the last stage of completion. The audit has been forwarded to the reviewing partner at Novogradac, and we should be scheduling an exit conference before the end of April.

Resolution 2026-10

A Resolution Adopting the Resident Advisory Board Governance & Membership Policy

Sharon Templin moved to approve Resolution 2026-10 as presented. Mae Haney seconded. All in favor.

5. RESOLUTIONS AND ACTIONS

- a. Resolution 2026-10: Adopting the Resident Advisory Board Governance & Membership Policy
- b. Resolution 2026-11: Adopting an Abandoned Personal Property Policy
- c. Resolution 2026-12: Approving a Revised Organizational Chart and Increase in Personnel (1 FTE)

Resolution 2026-11

A Resolution Adopting an Abandoned Personal Property Policy

Mae Haney moved to approve Resolution 2026-11 as presented. Sandra Benitez seconded. All in favor.

Resolution 2026-12

A Resolution Approving a Revised Organizational Chart and Increase in Personnel (2 FTE)

Sharon Templin moved to approve Resolution 2026-12 as presented. Mae Haney seconded. All in favor.

Resolution 2026-13  
A Resolution Approving Enhanced Employee Dental, Vision, and Life  
Insurance Effective 07/01/2026

Mae Haney moved to approve Resolution 2026-13 as presented.  
Sharon Templin seconded. All in favor.

d. Resolution 2026-13:  
Approving Enhanced  
Employee Dental,  
Vision, and Life  
Insurance Effective  
07/01/2026

With no further business to come before the meeting, the meeting was adjourned. 6. ADJOURNMENT



Attest, Secretary



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Chairperson