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**Board of Commissioners:**

Jeremy Bishop  
C. Lester Domingos  
Linda Dukelow  
Greg Garcia  
Brian Griffith

January 23, 2020

**NOTICE:**

The regular January meeting of the Board of Commissioners of the Housing Authority of the City of Pasco and Franklin County will be held at 4:00 p.m., Thursday, January 30, 2020, at the Housing Authority's administration office, 2505 W. Lewis Street, Pasco.

Sincerely,

Kathy Jones, PHM  
Executive Director

Distribution via e-mail:

Ken Diamond, Winterbauer & Diamond  
Jon Seitz, Lyon, Weigand & Gustafson  
Northwest Justice Project  
Clint Didier, Franklin County Commissioner  
Bob Koch, Franklin County Commissioner  
Brad Peck, Franklin County Commissioner  
Karin Milham, Clerk to the Board of County Commissioners  
Rick White, Community Development, City of Pasco  
Angie Pitman, Community Development, City of Pasco  
Krystle Shanks, Community Development, City of Pasco, for City website inclusion  
Danielle Surkatty, Yakindo Web Design, for HACPFC website inclusion

Housing Authority Board of Commissioners (Hand Delivered)  
HACPFC Tenant Council (USPS Delivery)

**TENTATIVE AGENDA  
BOARD OF COMMISSIONERS REGULAR MEETING  
HOUSING AUTHORITY OF THE CITY OF PASCO AND FRANKLIN COUNTY  
January 30, 2020 4:00 p.m.**

**1. CALL TO ORDER**

**2. COMMISSIONER ROLL CALL**

**3. APPROVAL OF AGENDA**

**MOTION: “Mr. Chair, I move to approve today’s agenda as presented by staff.”**

**4. CONSENT AGENDA:** The Board shall be authorized to act on matters which the Chairperson designates to be placed on a consent agenda where it is believed that no Board, staff or public discussion is desired, necessary or appropriate. Items placed on the consent agenda may be acted upon without discussion, either individually or as a group, after the Chairperson first announces that items will be enacted without discussion unless a specific request is made by a Board Member present or in advance by an interested member of the public.

- (a) Approval of Minutes dated November 21, 2019.
- (b) Approval of Checks for November and December 2019.
- (c) Financials and Occupancy Report.
- (d) Approval of bad debt write offs for rent, utility billing, and miscellaneous in the amount of \$2,600.25, and, of that amount, \$2,600.25, will be turned over for collection plus the collection processing fees.

**5. STAFF REPORTS**

- (a) Executive (Ms. Jones)
- (b) Finance (Mr. Truman)
- (c) Maintenance and Capital Fund (Mr. Sanders)
- (d) Housing Programs (Ms. Salinas)
- (e) Security (Mr. Moore)
- (f) Administration (Ms. Richwine)

**6. NEW BUSINESS**

- (a) Resolution #19/20-976 Amending Personnel Manual

**MOTION: “Mr. Chair, I move to adopt Resolution #19/20-976 as presented by staff.”**

- (b) Motions arising from board discussion of previous motions or discussion
- (c) Urgent matters not included in the agenda due to lack of time

**7. OTHER BUSINESS**

- (a) Tenant Council President’s Report
- (b) Visitor Agenda

Visitors who wish to make a presentation need to submit to the Chair of the Board a written request at least two (2) weeks in advance, to be scheduled on the Visitor Agenda at the next regularly scheduled meeting. This request should be mailed to the Chair at 2505 W. Lewis Street, Pasco, WA 99301. The Authority will not provide a translator.

**8. EXECUTIVE SESSION**

- (a) RCW 42.30.110 (b)
- (b) RCW 42.30.110 (d)
- (c) RCW 42.30.110 (f)
- (d) RCW 42.30.110 (g)
- (e) RCW 42.30.110 (i)

**9. RECONVENE OPEN SESSION**

**10. ADJOURNMENT**

*This meeting site is barrier free. Those requiring special accommodation should contact Lisa Richwine at (509) 547-3581, ext. 12. The Board reserves the right to alter the order of agenda.*