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Board of Commissioners:

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January 22, 2026

NOTICE:

The regular 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 29, 2026, at the Housing Authority's administration office, 2505 W. Lewis Street, Pasco.

Sincerely,

Brett Sanders, PHM
Interim Executive Director

Distribution via e-mail:

Ken Diamond, Winterbauer & Diamond
Jon Seitz, Hawley Troxell
Karla Carlisle, Northwest Justice Project
Stephen Bauman, Franklin County Commissioner
Clint Didier, Franklin County Commissioner
Rocky Mullen, Franklin County Commissioner
Teresa Alvarez, Clerk to the Board of County Commissioners
Kristin Webb, Community & Economic Development, City of Pasco
Shelden Alligood, 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 29, 2026 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 October 30, 2025, December 17, 2025, and January 12, 2026
- (b) Approval of Checks for October 2025, November 2025, and December 2025
- (c) Financials and Occupancy Report
- (d) Approval of bad debt write offs for rent, utility billing, and miscellaneous in the amount of \$1,723, and, of that amount, \$1,723, will be turned over for collection plus the collection processing fees.

5. STAFF REPORTS

- (a) Executive (Mr. Sanders)
- (b) Finance (Ms. Calligan)
- (c) Maintenance and Capital Fund (Mr. Sanders)
- (d) Housing Programs (Ms. Flores)
- (e) Security (Mr. Meza)
- (f) Administration (Ms. Richwine)

6. OLD BUSINESS

- (a) Heritage Funding Update

7. NEW BUSINESS

- (a) RESOLUTION #25/26-1036 HONORING LINDA DUKELOW
MOTION: "Mr. Chair, I move to adopt Resolution #25/26-1036 Honoring Linda Dukelow."
- (b) Motions arising from board discussion of previous motions or discussion
- (c) Urgent matters not included in the agenda due to lack of time

8. 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.

9. 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)

10. RECONVENE OPEN SESSION

11. ADJOURNMENT

This meeting site is barrier free. Those requiring special accommodation should contact Lisa Richwine at (509) 547-3581, ext. 212. The Board reserves the right to alter the order of agenda