



BOARD OF COMMISSIONERS 1047th MEETING MINUTES

REGULAR SESSION
Tuesday, April 28, 2026, AT 3:00 PM

The Board of Commissioners of the Renton Housing Authority met in Regular Session via in-person and zoom for board at 2900 NE 10th St., Renton, WA 98056 and Zoom meeting for guests at 3:00 pm on April 28, 2026.

1. CALL TO ORDER – REGULAR BOARD MEETING

Chairperson Portolano-Rose called the meeting of the Board of Commissioners of the Housing Authority of the City of Renton (RHA) to order at 3:05 pm PST.

PRESENT	ABSENT
COMMISSIONERS	
Chair Valentine Portolano-Rose	
Vice-Chair Michael O’Halloran	
Commissioner John Hansen	
Vacant Position	
Vacant Position	
STAFF	
Michael S. Bishop – CEO	
Sean McCarty – Chief Facilities Officer	
Charlene DePuy – Chief Operating Officer	
Racquel Beckles-Clarke – Chief People Officer	
GUESTS	
None	

3. APPROVAL OF MINUTES OF THE PRIOR EXECUTIVE SESSION MEETING – ON MONDAY, MARCH 23, 2026

Chairperson Portolano-Rose asked for any corrections to or discussions of minutes for the Closed Executive Session of the Board of Commissioners for Monday, March 23, 2026. Chairperson also stated that if there were any changes, then this would have to be placed on HOLD and discussed in Closed Meeting and updated and approved at the next meeting. No comments or corrections needed. Vice-Chair O’Halloran moved to adopt the minutes, and Commissioner Hansen seconded.

	Ayes	Nayes	Abstain	Absent
Commissioner Portolano-Rose	x			
Commissioner O’Halloran	x			
Commissioner Hansen	x			
Vacant Position				
Vacant Position				

Motion Approved at 3:07 pm.

4. APPROVAL OF MINUTES OF THE REGULAR SESSION – 1046th MEETING

Chairperson Portolano-Rose asked for any corrections to or discussions of minutes for the Regular Session of the Board of Commissioners for Tuesday, March 24, 2026. Chairperson wanted RHA to make a note of the agency sponsoring events at properties that need to be referenced for historical purposes. Vice-Chair O’Halloran moved to adopt the minutes, and Chairperson Portolano-Rose seconded.

	Ayes	Nayes	Abstain	Absent
Commissioner Portolano-Rose	x			
Commissioner O’Halloran	x			
Commissioner Hansen	x			
Vacant Position				
Vacant Position				

Motion Approved at 3:09 pm.

5. GUEST COMMENTS

No Guest Comments

6. FINANCIAL REPORTS (PROPERTIES / RHA & HCV CHECKS ISSUED / LGIP)

6.1 ALLIED RESIDENTIAL MANAGEMENT – FINANCIALS PROVIDED FOR MARCH 2026

March 2026 Property Financials were provided for this board meeting. Financial summaries of all Allied Properties were discussed by Charlene DePuy, Chief Operating Officer, along with Compliance and Health reports. Allied Occupancy was at 96% but would prefer it to be higher. Properties are under budget by 19%. Rental income needs to be reviewed more and increased where it can be. The Chair noted that there were no financials for the 4-plex in the Dropbox. Charlene stated she would look into that for them. 95 Burnett has occupancy between 95-98 with one vacancy currently out of 106 units, which gets the occupancy rate at 99%.

Reserve funds at properties that have the funds set up are holding steady. Golden Pines elevators need to be replaced.

Vice-Chair asked the question, do any of our properties make money? Golden Cedars LLLP Partnership does make money because it has three of the largest properties that we have in our portfolio.

6.2 95 BURNETT – FINANCIALS PROVIDED FOR MARCH 2026

March 2026 Property Financials were provided for this board meeting by Charlene DePuy, Chief Operating Officer. 95 Burnett is also under budget for most categories except for marketing and utilities. 80% or more of the occupants have either a pet or emotional support animal.

No additional comments were provided by the board.

6.3 RHA / HCV ADMINISTRATIVE FINANCIALS FOR MARCH 2026

The board questioned several budget lines on the RHA Administration and HCV Administration Board Reports.

6.4 RHA / HCV CHECK ISSUED REPORTS FOR MARCH 2026

The Commissioners questioned a couple of checks for March 2026.

City Wide Facility Solutions of Washington LLC for \$1,782.00 on Check # 10430. CEO explained that this is the janitorial company that cleans the RHA offices 5 days a week. They had started on January 1, 2026.

HARRP for \$280 on Check #10443. CEO explained that HARRP was an Insurance Pool for Non-LIHTC properties that a PHA owns and operates, such as Brickshire Estates, 4-Plex, Rolling Hills Townhomes, Glenwood Townhomes, Kirkland Townhomes and also cover the Sunset Neighborhood Center as well as

Content Coverage for the RHA Main Office. 95 Burnett has their own insurance as well as LIHTC properties. Usually, the LIHTC properties can be covered by AHRP, which is part of HARRP that can cover these types of properties.

King County Treasury Operations for \$201.63 on Check # 10444. This check was for parcel tax on Fairwood Property.

Washington Low Income Housing Alliance for \$850.00 on Check # 10448. This was for continued membership fees for another year with this housing alliance.

Junk B Gone for \$1,570.00 on Check # 10452. This check was for clearing out of the detached garage unit at the Fairwood Property of old cabinets, stored items that needed to be removed prior to any sale of the property to King County Parks and Recreation.

Partner Engineering and Science Inc. for \$6,130.00 on EFT # 25786. This EFT was for the Air Quality Testing for Sunset Gardens required by Chase Bank. This was the other ½ owed for the prior testing.

King County Housing Authority for \$45,887.52 on EFT # 25826. This amount to KCHA was for a Port-Our tenant that was never put in our system back in February 2025 – February 2026 before being absorbed there. This balance was for HAP and Admin Fee’s owed to the PHA.

6.5 LOCAL GOVERNMENT INVESTMENT POOL - MARCH 2026

No questions or comments from the commissioners over this pool investment. It is just a set, constant wish of the board to rebuild this fund back to its original amount of over \$5,000,000.

Vice-Chair O’Halloran moved to ratify the Financial Property Reports for along with the RHA/HCV Administrative Financial Report, Check Issued Report and LGIP Report for March 2026. Commissioner Hansen seconded.

	Ayes	Nayes	Abstain	Absent
Commissioner Portolano-Rose	x			
Commissioner O’Halloran	x			
Commissioner Hansen	x			
Vacant Position				
Vacant Position				

Motion Approved at 3:42 pm.

7.0 OLD BUSINESS

7.1 CEO REPORT AND HCV UPDATE

The CEO did not go over the CEO Report that was provided to the board for review.

CEO did explain that the SAO office of Washington State was having their Exit Review with RHA Administration on 4/29.

CEO also went over the improvement in the Inspection Department and catching up most of the outstanding inspections.

The board did not have any questions about the CEO report.

7.2 HR RESOURCES UPDATE

Racquel Beckles-Clark, Chief People Officer, updated the board that all vacant positions were filled at this time.

7.3 DEVELOPMENT UPDATE

Sean McCarty, Chief Facilities Officer for RHA, discussed the Sunset Gardens air sampling study. Due to the results on the last test, Chase is asking for a recommendation from the Air Monitoring Company, Partner Engineering, on what their preference would be for these failed results.

Sean discussed the Golden Pines Elevator issues and the need for replacement of the two elevator lifts, which could cost between \$185,000 - \$450,000, depending on the bids. Currently, Allied is out for bid for these elevator systems to be replaced due to the current problem components. Currently, both elevators are working and both have not gone down at the same time. As long as one is working while the other is down, we are in compliance with the State of Washington.

Sean explained that the United Way has been leasing the Community Room at Sunset Neighborhood Center from January – April for Tax Return Season. United Way provides Tax Return services for the low-income families.

Sean discussed the Fairwood Property and updating the Purchase Sales Agreement that we have had Foster Garvey assist us with. Letters are being drafted to go to the 4 property owners regarding their encroachments onto RHA property. Part of the notice will be that RHA is requesting King County Parks get an updated appraisal completed when we get closer to the completion date of this. Sean also informed the board that RHA is getting quotes from Land Surveying companies to redo the 4 parcels and remove those four sections of encroachments out of the original lot line so the sale can go forward.

Sean discussed the parcels known as the brow and one of the three parcels was accidentally recorded under the City of Renton instead of the Housing Authority of the City of Renton as well as recording it as a park instead of vacant land.

Break Time
4:18 – 4:23 pm

8.0 NEW BUSINESS

8.1 RESOLUTION NO. 2759-2026 Approval of Revised Chapter 19 Special Purpose Vouchers Chapter in Admin Plan

This Resolution on the Agenda is to approve the revision of Chapter 19 of the HCV Administrative Plan which talks about Special Purpose Vouchers, such as Mainstream so that we can add in the language for streamlining the EHV voucher holders that qualify under Mainstream program, as long as RHA is not in Shortfall. Mainstream Vouchers are for families with someone disabled between the age of 18 – 61 years of age. Currently, we have 16 EHV voucher holders that could qualify for the Mainstream Voucher program and we currently have the voucher availability space as long as we are not in Shortfall. Awaiting that decision from the HUD Shortfall Team. Revision was redlined in the document for ease of view.

Vice-Chair O’Halloran motioned to ratify Resolution No. 2759-2026.
Chair Portolano-Rose seconded the motion.

	Ayes	Nayes	Abstain	Absent
Commissioner Portolano-Rose	x			
Commissioner O’Halloran	x			
Commissioner Hansen	x			
Vacant Position				
Vacant Position				

Motion was Approved at 4:32 pm.

8.2 RESOLUTION NO. 2760-2026 Approval of Revised FY2026 Operating Budget

This Resolution on the Agenda was to approve the Revision of the FY2026 Operating Budget where several budget line items were combined and an additional item was added to the budget but the commissioners requested that we place this Resolution on HOLD until further discussion on Closed Session occurs.

No vote on this Resolution was given.

8.3 RESOLUTION NO. 2761-2026 Approval of RHA Records Retention Policy

This Resolution on the Agenda was to approve the creation of RHA Records Retention Policy. RHA used to have a Records Retention Policy but in board minutes in prior years had been removed. Current administration has brought the Records Retention Policy to the board for approval. No comments on this policy.

Vice-Chair O’Halloran motioned to ratify Resolution No. 2761-2026.
Chair Portolano-Rose seconded the motion.

	Ayes	Nayes	Abstain	Absent
Commissioner Portolano-Rose	x			
Commissioner O’Halloran	x			
Commissioner Hansen	x			
Vacant Position				
Vacant Position				

Motion was Approved at 4:40 pm.

8.4 RESOLUTION NO. 2762-2026 Approval to Pursue Purchase of the Reserve at Renton LLLP

This Resolution on the Agenda was to get approval to look to pursue the purchase of the Reserve at Renton LLLP property.

Administration discussed that this property had just come on the market prior to the board meeting and has 219 units built in 2014 with LIHTC funds along with LURA Bonds by the City of Renton, which requires the age restriction of 62 yrs of age.

Commissioner O’Halloran asked how often an opportunity like this comes to being? Administration stated that these opportunities are few and far between. Commissioner O’Halloran raised concerns about the parking issue at the property due to the concerns brought to the City Council complaints. Administration explained that the Reserve at Renton exceeded \$3,000,000 in revenue for the prior year.

The board chairperson wanted to know how the purchase of this property fit into RHA’s strategic plan. Commissioner Hansen was not comfortable with how the Resolution was written to be able to vote on it.

The Board requested that this Resolution be place on HOLD and if administration reviews the property and is after the tour, if RHA administration is interested in going further, then RHA Administration will schedule another Special Meeting to get a resolution approved for the potential purchase.

No vote on this Resolution was given.

8.0 Adjournment of Regular Session

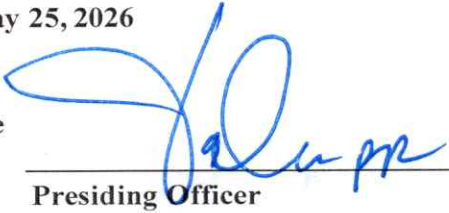
Vice-Chair O'Halloran motioned to adjourn the regular session.
 Commissioner Hansen seconded the motion.

	Ayes	Nayes	Abstain	Absent
Commissioner Portolano-Rose	x			
Commissioner O'Halloran	x			
Commissioner Hansen	x			
Vacant Position				
Vacant Position				

Motion Approved at 5:08 pm.

DATE: May 25, 2026

Signature



Presiding Officer

ATTEST:



Michael S. Bishop, Secretary

SEAL

