

MINUTES OF THE APRIL 17, 2024 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF SUNNYSIDE,
WASHINGTON, HELD AT THE SUNNYSIDE HOUSING
AUTHORITY OFFICE PURSUANT TO A NOTICE
PREVIOUSLY ISSUED

Chairperson Keith Sattler called the meeting to order.

CALL TO ORDER

Commissioners present or participating remotely: Wallace Anderson, Melba Fujiura, and Mae Haney. Staff present: Ketha Kimbrough, Executive Director and Earlene Bassett, Accountant.

ROLL CALL

Melba Fujiura made the motion to approve the Consent Agenda including: Minutes of the March 25, 2024 Regular Meeting, Adjourned to April 2, 2024, Payment of the Bills for the Month of March, and Financial Statements for the Periods Ending December 31, 2023 and January 31, 2024 for SHA, including Sunnyview Apartments, as well as for Rainier Park. Mae Haney seconded the motion. Motion passed.

CONSENT AGENDA
Minutes
Payment of the Bills
Financial Statements

With regard to the above payment of the bills for the month of March 2024, 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 a listing that has been made available to the Board. As of this date, April 17, 2024, the Board does, therefore, by unanimous vote of participating commissioners, approve for payment those operating account checks issued in March 2024 included in operating fund numbers 43540 through 43629, for a total of \$157,838.53.

In anticipation of the retirement of Earlene Bassett, Accountant, SHA obtained a Fee Accounting Proposal from MRI. Total annual fees for monthly accounting are projected at \$10,800 with annual budgets, operating subsidy calculation, MD&A and FDS preparation and submission projected at \$5,795.00. With a one-time setup/consultation fee of \$3,000.00, total fees for one year will be \$19,595.00. By consensus, Commissioners agreed to move forward with MRI's proposal and also to commit to a one-year contract for ongoing MRI software services.


Fee Accountant Services

Roof repairs to stop water intrusion at Rainier Court are estimated at \$10,000. This expense was not projected, and Commissioners were asked to approve the expenditure for necessary repairs. Wallace Anderson moved to approve the expenditure of up to \$10,000 for roof repair at Rainier Court to resolve water intrusion into the units. Melba Fujiura seconded the motion. Motion passed with all in favor.

Rainier Court Roof Repair
Expenditure Approved

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

ADJOURNMENT



Chairperson

Attest:  Secretary