

THE TWIN FALLS HOUSING AUTHORITY  
REGULAR MEETING \* OCTOBER 20<sup>th</sup>, 2020

The Board of Commissioners met via conference call October 20<sup>th</sup>, 2020 due to COVID-19 Pandemic protocols. Mike Mason, Chair, called the meeting to order with Roll Call at 11:02 p.m. Those attending: Mike Mason, Rick Brown, and Mary Shaw. Leanne Trappen, Secretary and Toasha Lierman (staff) present. Dennis Sonius excused. Quorum present. Dennis Brown, CPA, guest.

Mike Mason welcomed Dennis Brown, CPA, to present the completed financial audit for 2019. Dennis Brown, stated we had completed and approved the audit, providing a clean opinion for the year ending December 31, 2019. The Housing Authority finished the year by increasing cash over \$100,000. Rent revenue was up over the previous year by approximately \$40,000 and expenses were reduced overall, leaving the Housing Authority with just over a half a million dollars in unrestricted net position/equity. The Housing Authority is in a good position moving forward. Dennis invited the Board to ask any questions they may have. Discussion followed concerning the operating cash, impact of the PERSI Liability, depreciation schedule, etc. Dennis explained the PERSI liability which basically removes \$146,000 reserved for current and previous employee potential future payments from excess cash resulting in the remaining carry over of operating cash. Discussion followed. Dennis Brown closed his presentation with the observation that he is impressed with the Board's regular participation reviewing the Housing Authority's financial position. Mike Mason thanked Dennis for the report, excusing him from the meeting.

Mike Mason presented the minutes for the August 4<sup>th</sup> Board meeting called for any questions or discussion.

- Mary Shaw moved to approve the August 4<sup>th</sup> minutes. Rick Brown seconded the motion. Motion carried unanimously.

It was noted that there were no minutes to be reviewed for September as we did not meet quorum requirements.

Mike Mason presented the Bills and Vouchers for August and September and called for discussion or a motion. No discussion followed.

- Rick Brown moved to approve the Bills and Vouchers for August and September, Mary Shaw seconded, motion passed unanimous.

The Board reviewed the August and September's Profit & Loss report and the Invoice to Jerome Housing Authority for shared costs. There were no questions or discussion.

Leanne presented the HA's request to write off uncollected overdue accounts totaling \$1251.53. Discussion followed explaining the process and the circumstances for the accounts. Once the Board has approved the write-off the accounts are turned over to a collection agency. Mike Mason called for further discussion or a motion to approve the request for write off accounts totaling \$1251.53.

- Mary Shaw moved to approve the request to write off the accounts as presented. Rick Brown seconded the motion, motion approved unanimous.

Resolution #609: Leanne explained the process and purpose of the Flat Rent Rate. Rates are adjusted every year using HUD's Fair Market Rent rate for coming year. Accompanying Resolution #609 is the Flat Rent rates that will be effective January 1, 2021. Mike Mason asked for a motion to Adopt Resolution #609 to approve the 2021 Flat Rent Rates.

- Rick Brown made a motion to Adopt Resolution #609 – 2021 Flat Rent Rates. Mary Shaw seconded the motion. Motion passed unanimous.

Resolution #610: Leanne explained the process and purpose of the Utility Allowance. The Utility Allowance Rates are evaluated every year using 12 months of consumption per unit. A change is made only when there is an increase or decrease of 10% or more over a 3 year average. Accompanying Resolution #610 is the Utility Allowance Schedule to be effective January 1, 2021. Mike Mason asked for a motion to Adopt Resolution #610 to approve the 2021 Utility Allowance Schedule.

- Mary Shaw made a motion to Adopt Resolution #610 – 2021 Flat Rent Rates. Rick Brown seconded the motion. Motion passed unanimous.

Executive Director report:

- US Dept. of HUD Fair Housing and Equal Opportunity dismissed the case filed against Twin Falls Housing Authority based on evidence obtained during the investigation. HUD-FHEO determined that no reasonable cause exists to believe that any discriminatory housing practice occurred.
- Received an application to fill our vacant Board seat from Jan Murphy who works for Idaho Power.
- Update on the website development progress.
- Seeking Software solutions for current antiquated programs.
- Proactive measures in anticipation of the new NSPIRE inspection standards requirement of fire extinguishers in every unit, the specific placement of additional smoke/carbon monoxide detectors and the GCFI outlet upgrade requirement that will exclude grandfathered code.
- Roofing project for Pioneer Square completed.
- ICRMP Policy changes for 2021 and increasing our property replacement costs per unit based on the increased costs of materials.
- 2021-2026 Capital Improvement Plan and the projected 2021 Operating budget will be on next month's meeting agenda for Board approval.
- Leanne has been participating in quarterly HUD Town Hall meetings for smaller PHA's in conjunction with the HUD Regional office in Seattle.

Mike Mason called for any other business or a motion to adjourn the regular meeting. No discussion followed.

- Mary Shaw made the motion to adjourn the Regular Meeting, Rick Brown seconded, motion passed unanimously. Meeting adjourned at 11:51 a.m. The next meeting is November 10<sup>th</sup>, 2020 at 12:00 p.m.

  
Leanne Trappen, Secretary

  
Mike Mason, Chair

11-10-2020  
Date