



Kansas City, Kansas Housing Authority

1124 North Ninth Street
Kansas City, Kansas 66101-2197
(913) 281-3300 FAX (913) 279-3428
www.kckha.org

March 19, 2020

Kansas City, Kansas Housing Authority is taking steps to prevent the introduction and spread of COVID-19 (coronavirus) within the organization. We are closely monitoring the information provided by the Centers for Disease Control and Prevention (CDC). For the more up-to-date information on COVID-19, visit the www.cdc.gov. You can also access the Kansas coronavirus hotline at (866) 534-3463 or www.kdheks.gov.

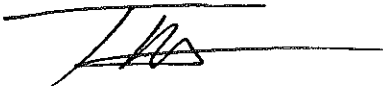
Updated guidance from the CDC and KDHE supports the need for the following additional measures to implement social distancing:

- The Housing Authority Administration building will follow the social distancing guidelines. Staff will no longer conduct personal interviews regarding rent payments or other Housing Authority business. Please call (913) 281-3300 and you will be connected to the appropriate personnel. Please be patient as the number of phone calls will substantially increase.
- There will be no in person interviews for housing. The interviews will be conducted via telephone, and any required paperwork may be dropped off in the entryway of the Resident Selection/Section 8 building drop box. Applicants with an already scheduled in person interview will be contacted regarding the need to reschedule their appointment as a phone interview.
- The Section 8 department will not be conducting annual inspections until further notice.
- Rental payments will continue to be received at the payment window until the time a rent receipts lockbox can be installed.
- The managers' offices located at the distributed property sites will be restricted to KCKHA employees only. Re-examinations will be scheduled with the property manager and completed via telephone. Additional inquiries regarding housing should be made via telephone to your Property Manager.
- Community space at all properties will be secured and any scheduled events cancelled until further notice.
- Resident Association Board members will have access to their dedicated space but limited to five members.
- Monthly Resident Association meetings are suspended until further notice.
- All supportive programs, including after school programs, provided by 3rd parties are now suspended until further notice.

- The KCKHA maintenance department will no longer fulfill routine work orders. Emergency work orders will continue to be completed.
- Maintenance staff will disinfect building common areas twice each day.
- Bed bug treatment will continue on an as needed basis.
- The maintenance facility located at 624 State Avenue will be restricted to employees only.
- The maintenance department reserves the right to not enter apartments where the resident(s) is noticeably ill.
- The Housing Authority will no longer have open contract meetings with vendors or contractors regarding pre-bid contract questions. All questions should be directed to the Director of Facilities Management.
- Bid openings will no longer be open to the public.

The Kansas City, Kansas Housing Authority board and staff recognize this is a difficult and unprecedented time. These safeguards are put in place for the safety and benefit of our residents and staff. Information on COVID-19 is changing daily and the KCKHA will continuously monitor the situation to make sure all things possible are done to protect our residents, staff and the public.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Scott', is written over a horizontal line.

Thomas M. Scott
Executive Director/CEO