



Agenda

Housing Authority of the City of Kansas City, Kansas
Regular Meeting

Thursday, April 16, 2015 - 12:00 p.m.

Administration Building

1124 N. 9th Street, KCK

- I. Roll Call**
- II. Approval of the Minutes**
Regular Board Meeting - March 19, 2015
- III. Executive Director's Report**
- IV. Committee Reports**
- V. Adjournment**

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF KANSAS CITY, KANSAS**

Thursday, March 19, 2015
12 noon

Administrative Bldg.
124 N. 9th Street

On the 19th day of March 2015 at 12 noon the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in regular session. The meeting was called to order by Chairman Biscanin, and upon roll call, the following members of the body were present:

John P. Biscanin, Chairman
Jacques Barber, Commissioner (via conference call)
Theresa A. Duke, Commissioner
Robert G. Frey, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
William J. Rogers, Commissioner
Matt Watkins, Commissioner
Carolyn Wyatt, Commissioner

ABSENT: Rev. Jimmie L. Banks, Vice-Chairman
Tyrone Garner, Commissioner
Maria Torres, Commissioner

ALSO PRESENT: Thomas M. Scott, Executive Director
Paula K. Draves, Director of Section 8
Gregory T. Gibson, Director of Finance
Gerald Glavin, Superintendent
Melinda L. Linnell, Director of Housing Management
Sharron Davis-Mays, Self-Sufficiency Coordinator
Benice Meeks, Assistant Director of Finance
Jacqueline D. Randle, Executive Services Manager
Anthony J. Shomin, Modernization Coordinator
Elaine L. Stroud, Asst. Director of Housing Management
Donald Johnson, Bethany Towers
Maria Kline, Juniper Gardens
Kathy Peters, Kutuk Rock, LLC.

Chairman Biscanin called the meeting to order. He advised those present that Executive Session would be held after roll call. Roll call was then taken.

Commissioner McDonald made a motion to go into Executive Session for 15 minutes to discuss a legal matter. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Biscanin, Duke, Frey, McDonald, Rhodes, Rogers, Watkins, Wyatt
NAYS: None
ABSENT: Banks, Barber, Garner, Torres
ABSTAIN: None

Motion carried.

This session lasted from 12:29pm—12:44pm. Commissioner Barber joined in by conference call at 12:32pm.

Commissioner Rhodes made a motion to extend Executive Session for another 15 minutes as they continued to discuss a legal matter. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Duke, Frey, McDonald, Rhodes, Rogers, Watkins, Wyatt

NAYS: None

ABSENT: Banks, Garner, Torres

ABSTAIN: None

Motion carried.

This session lasted from 12:45pm—1:01pm.

Commissioner Rhodes made a motion to extend Executive Session for an additional 15 minutes as discussion continued concerning a legal matter. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Duke, Frey, McDonald, Rhodes, Rogers, Watkins, Wyatt

NAYS: None

ABSENT: Banks, Garner, Torres

ABSTAIN: None

Motion carried.

This session lasted from 1:02pm—1:17pm.

Commissioner Rhodes made a motion to return to regular session. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Duke, Frey, McDonald, Rhodes, Rogers, Watkins, Wyatt

NAYS: None

ABSENT: Banks, Garner, Torres

ABSTAIN: None

Motion carried.

Commissioner Rhodes made a motion to follow the advice of legal counsel as discussed in Executive Session. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Duke, Frey, McDonald, Rhodes, Rogers, Watkins, Wyatt

NAYS: None

ABSENT: Banks, Garner, Torres

ABSTAIN: None

Motion carried.

Commissioner Rogers made a motion to approve the minutes of February 19, 2015. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Duke, Frey, McDonald, Rhodes, Rogers, Watkins, Wyatt
NAYS: None
ABSENT: Banks, Garner, Torres
ABSTAIN: None

Motion carried.

Commissioner Wyatt left the meeting.

Executive Director's Report:

- The agency received a 10 percent premium reduction or \$70,403 from Blue Cross and Blue Shield based on our loss history. We will decide how to use this money by year end. We may not be eligible for a premium reduction moving forward as there must 100 employees enrolled in the plan to receive the reduction. There are currently less than 100 enrolled in the plan.
- Melinda Linnell and Sharron Davis-Mays recently attended the National Network to end Domestic Violence in Indianapolis, Indiana. The workshop covered the Violence Against Women Act (VAWA). This training was sponsored and paid by Friends of Yates (FOY)/Della Gill Center. Mr. Scott explained that the Housing Authority is working in partnership with FOY and four units will be taken off-line to assist victims of domestic violence. HUD has given tentative approval to expand the program even farther. We are also working in partnership with Wyandotte Mental Health, the Sheriff's department and other local agencies. He advised there is lots of domestic violence in the community.
- There are 116 of the 121 units occupied at Delaware Highland Assisted Living facility. Thirteen people are on the waiting list. We are still having difficulty with receiving timely payments from the manage care agencies.

Committee Reports

Bylaws

Commissioner Barber did not have a formal report, but would make an effort to distribute recommended changes to the procurement policy at the April board meeting.

Development

Commissioner Watkins noted that the Development Committee met. Commissioners Rogers and Wyatt were present along with Tom Scott and Tony Shomin. The liquor store on 3rd Street was discussed. They are trying to determine where the property line ends near the retaining wall next to the liquor store. Dialogue needs to take place with the owner of the liquor store. Staff is working with an architectural firm to create a RFP (Request for Proposal) to look

at Juniper Gardens. The recent fire at Juniper Gardens was discussed as well and Juniper Gardens as a whole.

Finance

Commissioner McDonald presented a written report. She made note of the following: 1) the 2016 budget prepared by Gregg Gibson and Benice Meeks is based on an estimate of 83 percent subsidy, but could increase. Each percentage point adds \$80,000 to the budget. The bottom line is that we are in better shape than last year, but not quite out of the woods. Juniper Gardens and Wyandotte Towers still have losses, but they are less than last year. There is a significant loss in the Section 8 program due to reduced reimbursements from HUD; 2) there has been a small increase in income from changes to rental rates. However, occupancy is slightly lower. The new health insurance plan is saving the agency money and most are satisfied with it. The salary freeze on merits was lifted to allow for increases up to 3 percent. The salary base will be increased 2.2 percent in keeping with the labor index. This will add about \$78,000 to the budget which is largely offset by the premium refund received from Blue Cross and Blue Shield; 3) there has been a reduction in bed bug costs due to tenant education and aggressive enforcement; 4) the PHAS scores are still based on the old AMPs and may remain substandard until the consolidated AMPs are used next year; 5) noticeable improvements have taken place, but the agency must be creative in finding solutions to program losses mainly in Section 8, Juniper Gardens and Wyandotte Towers and 6) the next finance committee meeting is tentatively scheduled for May 18, 2015 at 4pm.

Commissioner Rogers expressed that he would like to see the merit raises take place at the same time on April 1. Commissioner Rhodes explained that the scale was being raised 2.2 percent for all the positions and that a merit would have to be earned and some may not have earned a merit, so it wouldn't be fair to give it at the same time. Commissioner Rogers noted that if an employee was not doing a satisfactory job they would be placed on probation. He reasoned that staff has been asked to do more with less and to struggle this past year with no increases. He emphasized that everyone deserves a 3 percent increase on April 1. Commissioner Barber noted that an increase for everyone sounds more like a COLA (Cost of Living Adjustment) than a merit increase. Commissioner Rhodes agreed that an increase on April 1 would be considered a COLA. Mr. Gibson advised that according to the Bureau of Labor Statistics, the COLA decreased for this year. Commissioner Rhodes expressed that all industries are being asked to do more with less. There are no guarantees for a pay increase, but when there are increases, they are based on performance. Giving everyone an increase on April 1 does not fall into place with what is happening in the economy. He noted there is 2.2 percent built into the matrix. He explained we must be mindful of our dollars and we must be conservative. Mr. Gibson noted the contingency for upgrades is 1.5 percent. Anyone with anniversary dates April 1 or later would be eligible for a merit increase. Those with anniversary dates March 31 and before got an increase before last year's merits were frozen. If we do what Commissioner Rogers is proposing and give everyone an increase April 1, it will double the amount needed in the budget to \$150,000. Mr. Scott noted that the board establishes merit increases and if staff is eligible, they would receive an increase on their anniversary date. Commissioner Roger asked what about those on probation. Mr. Scott noted that even with a score of below 84, they would not be put on probation. He added that the Personnel committee was redoing the evaluation forms. Commissioner Rogers noted he would be disappointed if raises were not given across the board on April 1. Commissioner Watkins added that he appreciated all the comments and was glad to see that employees were being rewarded by adding back the merits. We are not sure if the subsidy would increase or decrease, so we are doing good to add in merit increases. He suggested going with the merit increases at this time and looking at this again near the end of year to see if something more could be done at that time. Commissioner Rogers disagreed as he was proposing the increase all at

once on April 1. Commissioner Watkins expressed that he could not support that. Mr. Scott noted it was a board decision to make the merit effective for 2015 or have increases go into effect at one time. Commissioner McDonald noted that she understood the need to stagger the increases. Commissioner Rogers explained that for morale issues, it should be April 1 for everyone. Mr. Gibson noted that he understands the concerns about people with March anniversaries not getting their increase for a year, but when the freeze was put in place the employees hired after April 1 did not get increases, while employees hired prior to April 1 did get increases. Merit increases would be in effect April 1, 2015—March 31, 2016. Chairman Biscanin expressed his support for merit increases. He could not support everyone getting an increase April 1 as the cost of living index is down. Commissioner Frey suggested looking for windfalls to fund increases, but admitted he did not know enough about the budget. Commissioner Watkins noted that staff has proposed a budget that has been recommended by the finance committee, and he would support the budget recommendation. Mr. Scott noted that it would require a policy change if the board were to implement increases April 1. He added that both ways are in the industry, but the board would need to make a decision. Chairman Biscanin offered that we are discussing the cost of labor and not the cost of living. He noted that it looks like the merit increase is the way to go. He asked when we would know the amount of our reimbursement. Mr. Gibson speculated it would be November, December or January. He said we just do not know for sure. Commissioner Watkins maintained that we could pick this discussion up later when we have more information, but for now he was in favor of going with what has been proposed, which is a 3 percent merit increase on the anniversary date. Chairman Biscanin was in agreement with Commissioner Watkins.

The following committees did not meet: Bylaws, Executive, and Minority Participation, Resident Participation and Personnel.

New Business Consent Items

Commissioner Rogers made a motion to approve the consent agenda, Resolution No. 3281. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Duke, Frey, McDonald, Rhodes, Rogers, Watkins

NAYS: None

ABSENT: Banks, Garner, Torres, Wyatt

ABSTAIN: None

Motion carried.

Resolution No. 3281, authorizing a collection loss write-off.

This resolution authorizes a collection loss write-off of aged and vacated tenants' accounts in the amount of \$74,729.52 which were determined to be uncollectible. Closing balances are as of March 1, 2015.

RESOLUTION NO. 3281—COLLECTION LOSS WRITE-OFF.

Commissioner McDonald questioned what made up the additional charges for the collection loss write-offs. Mr. Gibson explained these are generally move-out charges for damages to the unit.

New Business Discussion Item

Resolution No. 3282, authorizing PHA board resolution approving the operating budget, was introduced.

This resolution was discussed during the Finance Committee report.

Commissioner Rhodes made a motion to approve Resolution No. 3282. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Duke, Frey, Garner, McDonald, Rhodes, Watkins
NAYS: Rogers
ABSENT: Banks, Torres, Wyatt
ABSTAIN: None

Motion carried.

RESOLUTION NO. 3282—PHA Board Resolution Approving Operating Budget.

Commissioner Rogers asked if Commissioner Barber of the Bylaws committee could look at the employee residency requirement. He noted that other agencies do not have a residency requirement. He maintained that we need to look at lifting our residency requirement. He asked that we get a legal opinion from an outside source. Chairman Biscanin did not see a problem with this. Commissioner Barber indicated he would be happy to look into this. Commissioner Rogers questioned if it was even legal to have a residency requirement. He explained that the Unified Government was different and that the Housing Authority was receiving federal funds from all over the country. He did not believe the Housing Authority was receiving money from the Unified Government. He believes the practice of having residency requirement is unfair. Commissioner McDonald indicated she had looked at this in the past and it was legal to have a residency requirement at that time. She noted there are advantages and disadvantages to having a residency requirement. She cited hiring locally and supporting the tax base, but your pool is small. However, she did not have a problem with looking at this again.

Commissioner Watkins made a motion to adjourn. Commissioner Rhodes seconded the motion and it passed unanimously.

John P. Biscanin, Chairman

Thomas M. Scott, Executive Director

EXECUTIVE DIRECTOR'S REPORT

April 2015

1. The following monthly reports are attached:

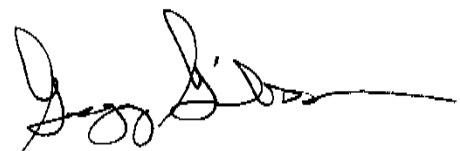
- A. Statement of Funds
- B. Delinquency Report
- C. Disbursements Over \$1,000
- D. Operating Receipts and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Modernization Report
- H. Resident Initiative Report
- I. Section 8 Report
- J. Monthly Move-ins and Move-outs
- K. UPC Activity Report (*not provided*)

Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended March 31, 2015

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.10%		\$180,431.41	Liberty
Payroll Account			\$62,280.97	Liberty
FSA Account	0.15%		\$12,609.98	Liberty
ACH Pymt Account	0.15%		\$386.72	Liberty
Rental Escow Account	0.75%		(\$25.00)	Brotherhood
Rent Depository Account (NEW)	0.75%		\$682,265.56	Brotherhood
Rent Depository Account	0.75%		\$20,980.90	Brotherhood
Rent Bank Deposit Accounts	0.75%		\$298,935.22	Various
Homeless Prevention Program	0.75%		\$5,417.18	Brotherhood
Sponsorship Program	0.75%		\$23,937.13	Brotherhood
Section 8 Checking	0.75%		\$2,468.70	Brotherhood
Section 8 Checking (NEW)	0.75%		\$407,919.28	Brotherhood
Community Hsg Inv Group			\$50,000.00	Liberty
CD#32075	0.65%	08/23/15	\$500,000.00	Liberty
CD#316007603	0.45%	02/25/16	\$500,000.00	Brotherhood
CD#316007602	0.30%	08/21/15	\$500,000.00	Brotherhood

(a) Represents Rates as of April 16, 2015 provided by Banks.

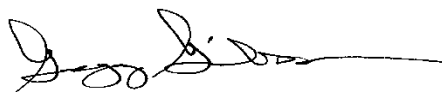
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Gregg Gibson
 Director of Finance

**Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of March 2015**

	Rent & Other Charges	Repayment Agreements	Total
Accounts Receivable (Amounts Delinquent)	\$68,851.68	(\$12,003.23)	\$56,848.45
Total Charges to Tenants for Month			\$400,204.69
Delinquency Ratio			14.20%
Petitioned to Court Last Month (<i># of Summons Issued</i>)			31
Praecipes Issued (<i># on Setout List</i>)			13
Evictions (<i># Set Out</i>)			5
Pending Evictions (<i># Placed on Hold</i>)			0



Gregg Gibson
Director of Finance

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00
For The Month of March '15

CONTRACT COSTS

Universal Protection Service	\$2,503.20
Universal Protection Service	\$2,503.20
Universal Protection Service	\$7,476.08

MAINTENANCE COSTS

All Makes Machine	\$2,260.00
CFMDistributors Inc	\$3,726.14
Davidson & Associates Inc	\$1,004.92
Davidson & Associates Inc	\$1,095.32
Davidson & Associates Inc	\$3,033.60
Deffenbaugh Industries Inc	\$1,274.00
Deffenbaugh Industries Inc	\$3,600.43
Door Controls Inc	\$1,533.00
Door Controls Inc	\$1,535.00
Ferguson Enterprises Inc	\$3,163.96
General Electric	\$1,416.00
Grainger	\$2,436.10
Home Depot Supply	\$1,546.82
Keller Fire & Safety	\$1,056.50
Lowe's	\$2,739.04
Minnesota Elevator Inc	\$4,160.00
National Fire Suppression	\$1,480.00
Oscar's Maintenance	\$1,275.00
Oscar's Maintenance	\$1,295.00
Oscar's Maintenance	\$1,550.00
Oscar's Maintenance	\$1,650.00
Oscar's Maintenance	\$1,690.00
Plakes Tree Service	\$1,475.00
Plakes Tree Service	\$2,150.00
Precision Plumbing & Construction	\$15,608.50
Presto-X	\$1,350.00
Sherwin-Williams Co.	\$3,998.90
Smallwood Locksmith	\$1,983.15
SOS Pest Control	\$3,600.00
Stanion Wholesale Electric Co.	\$1,879.20
Stanion Wholesale Electric Co.	\$5,216.32
Strasser Hardware	\$1,037.51
Strasser Hardware	\$2,733.13
Strasser Hardware	\$2,766.99
The Wilson Group	\$1,480.49
Three Sons Construction	\$5,750.00
Three Sons Construction	\$6,425.00
Three Sons Construction	\$9,655.00
Ultra Chem Inc	\$1,570.88
Wilmar Industries	\$3,028.72
Zep Manufacturing Co.	\$2,012.82

MISCELLANEOUS COSTS

Alexander Open Systems	\$3,763.18
AT&T	\$9,073.17
Bethany Park Towers Council	\$1,971.00
Francis G. Martin	\$2,640.00
Glanville Towers Resident Council	\$1,212.00
HAB Inc	\$1,255.00

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of March '15

McCulley Oil	\$6,215.60
Plaza Towers Resident Council	\$1,505.00
Postmaster	\$5,000.00
Rosedale Towers Resident Council	\$1,548.00
Staples	\$3,549.32
US Bank Equipment	\$1,364.00

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of March '15

***MISCELLANEOUS COSTS* (cont'd)**

Welborn Villa Resident Council	\$1,040.00
Westgate Towers Resident Council	\$2,003.00
Wyandotte Towers Resident Council	\$3,862.00

OTHER GRANT COSTS

Frye Construction Co., Inc	\$105,102.00
Frye Construction Co., Inc	\$121,508.00
General Electric Co	\$12,195.00
KBCC, Inc	\$6,250.00
MC Flooring	\$59,454.00
Mill Valley Construction	\$15,323.40
Mill Valley Construction	\$36,900.00
R. F. Fisher Electric Co.	\$27,980.00
Stanger Industries Inc	\$47,449.90
Thompson Design Consultants	\$1,132.00

PAYROLL COSTS

AFLAC Premium	\$3,519.76
AFLAC Premium	\$3,519.76
BlueCross BlueShield of KC	\$81,319.49
Colonial Life & Accident Ins	\$4,588.63
Delta Dental	\$4,511.22
Kansas Department of Revenue	\$1,178.42
Kansas Payment Center	\$1,143.29
Kansas Payment Center	\$1,143.29
Kansas Payment Center	\$1,143.29
KPERS Retirement System	\$31,743.36
KPERS Retirement System	\$31,767.78
KPERS Retirement System	\$32,246.82
Nationwide Retirement	\$2,601.08
Nationwide Retirement	\$2,601.08
Nationwide Retirement	\$2,601.08
UMB Health Savings Acct.	\$3,313.11
UMB Health Savings Acct.	\$3,323.11
UMB Health Savings Acct.	\$3,343.11
W.H. Griffin Trustee	\$2,083.90

INTERBANK TRANSFERS

Liberty Gen Fund to Payroll Transfers	\$184,300.00
Liberty Gen Fund to Payroll Transfers	\$179,200.00
Liberty Gen Fund to ACH Transfers	\$38,200.00
Liberty Gen Fund to ACH Transfers	\$37,700.00
BBT Gen Fund to Liberty Gen Fund	\$500,000.00

UTILITIES COSTS

Atmos Energy	\$4,038.08
Board of Public Utilities	\$6,487.38
Board of Public Utilities	\$27,513.45
Board of Public Utilities	\$57,518.58
Board of Public Utilities	\$86,622.18
Constellation New Energy	\$16,770.89
Kansas Gas Service	\$1,540.34
Kansas Gas Service	\$7,681.09
Kansas Gas Service	\$18,668.97

Kansas City, Kansas Housing Authority

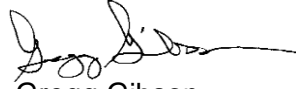
Payments Over \$1,000.00

For The Month of March '15

Kansas Gas Service

\$18,232.53

\$1,993,953.03




Gregg Gibson
Director of Finance

**Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending February 28, 2015**

	<u>CEN OFFICE</u>	<u>%</u>	<u>CEN OFFICE</u>	<u>PUBLIC HSG</u>	<u>%</u>	<u>PUBLIC HSG</u>	<u>SECTION 8</u>	<u>%</u>	<u>SECTION 8</u>
	<u>YR TO DATE</u>	<u>92%</u>	<u>BUDGET</u>	<u>YR TO DATE</u>	<u>92%</u>	<u>BUDGET</u>	<u>YR TO DATE</u>	<u>92%</u>	<u>BUDGET</u>
OPERATING INCOME:									
Dwelling Rent				\$3,885,800.69	85%	\$4,596,288.00			
Fraud Recovery Income									
Interest Income	\$6,771.30	51%	\$13,360.00	\$3,180.81	18%	\$17,270.00	\$1,748.17		
Other Income	\$150,322.88	289%	\$51,970.00	\$408,694.79	130%	\$313,784.00	\$5.51		
Fee for Services - COCC	\$1,826,003.98	76%	\$2,414,200.00						
Management Fees	\$1,773,828.47	95%	\$1,858,633.00			\$849,351.00			
Total Operating Income	\$3,756,926.63	87%	\$4,338,163.00	\$4,297,676.29	74%	\$5,776,693.00	\$1,753.68		
Operating Subsidy				\$6,797,192.00	94%	\$7,245,969.00			
Prior Year Subsidy									
Section 8 Admin Fees							\$668,143.00	100%	\$670,180.00
Total Operating Receipts	\$3,756,926.63	87%	\$4,338,163.00	\$11,094,868.29	85%	\$13,022,662.00	\$669,896.68	100%	\$670,180.00
OPERATING EXPENSES:									
Administrative Salaries	\$808,542.86	87%	\$929,881.00	\$1,011,071.00	88%	\$1,152,406.00	\$272,670.48	90%	\$303,211.00
Staff/Board Training	\$843.00	4%	\$19,763.00	\$2,695.90	238%	\$1,133.00			\$1,133.00
Management Fees				\$1,295,148.97	91%	\$1,430,736.00	\$294,898.50	87%	\$337,838.00
Other Admin Expenses	\$157,385.24	128%	\$123,256.00	\$184,407.66	89%	\$208,326.00	\$25,317.30	57%	\$44,323.00
Tenant Service Salaries				\$22,105.30	92%	\$23,920.00			
Resident Assoc Expenses				\$20,574.29	83%	\$24,907.00			
Other T/S Expenses				\$400.00	2%	\$16,604.00			
Utilities	\$31,656.44			\$2,265,301.35	75%	\$3,033,141.00			
Maintenance Salaries	\$1,358,484.34	83%	\$1,627,903.00	\$1,248,991.48	87%	\$1,441,603.00			
Expendable Equipment	\$41,797.26	110%	\$38,137.00	\$739.95	1%	\$95,356.00			\$1,400.00
Other Maint Materials	\$540,826.48	86%	\$630,521.00	\$95,184.99	123%	\$77,134.00	\$1,232.95	162%	\$760.00
Fee for Services - COCC				\$1,826,003.98	76%	\$2,414,200.00			
Other Maint Contracts	\$109,711.46	93%	\$118,300.00	\$869,634.79	106%	\$823,573.00	\$4,516.32	139%	\$3,240.00
Security Salaries									
Other Security Expense			\$280.00	\$179,638.45	127%	\$141,425.00			
Insurance	\$93,932.50	82%	\$114,604.00	\$337,795.52	86%	\$393,828.00	\$14,804.37	79%	\$18,677.00
Terminal Leave Payments									
Employee Benefit Contributions	\$892,372.80	90%	\$992,581.00	\$787,436.46	78%	\$1,015,921.00	\$106,061.48	90%	\$117,665.00
Collection Losses				\$18,181.38	12%	\$157,230.00			
Other General Expense	\$6,143.20	147%	\$4,190.00	\$717,600.99	99%	\$725,780.00	\$17,150.73	80%	\$21,500.00
Total Routine Expenses	\$4,041,695.58	88%	\$4,599,416.00	\$10,882,912.46	83%	\$13,177,223.00	\$736,652.13	87%	\$849,747.00
Extraordinary Maintenance									
Depreciation Expense									
Proceeds from Sale of Equip									
Casualty Losses - Net									
Total Operating Expenses	\$4,041,695.58	88%	\$4,599,416.00	\$10,882,912.46	83%	\$13,177,223.00	\$736,652.13	87%	\$849,747.00
Prior Year Adjustments									
Total Operating Expenditures	\$4,041,695.58	88%	\$4,599,416.00	\$10,882,912.46	83%	\$13,177,223.00	\$736,652.13	87%	\$849,747.00
Gain/(Loss) from Operations	(\$284,768.95)		(\$261,253.00)	\$211,955.83		(\$154,561.00)	(\$66,755.45)		(\$179,567.00)

NOTE: We have just received all of the necessary information to work on March General Ledger and to begin the year-end closeout process. Updated information will be provided at the May 21 meeting and, of course, the final year-end balances will be submitted to the board at its Annual Meeting on June 18, 2015.



Gregg Gibson
Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY
 MAINTENANCE REPORT
 FOR THE MONTH OF MARCH 2015**

CUSTOMER SERVICE & SATISFACTION SURVEY - MARCH 2015

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
03/02/15	28	12	40	4	4	0	8
03/03/15	21	18	59	8	8	0	10
03/04/15	23	7	30	3	3	0	4
03/05/15	25	7	32	3	3	0	4
03/06/15	26	9	35	5	5	0	4
03/09/15	36	9	45	4	4	0	5
03/10/15	42	9	51	2	2	0	7
03/11/15	40	13	53	6	6	0	7
03/12/15	33	10	43	4	4	0	6
03/13/15	21	8	29	4	4	0	4
03/16/15	36	12	48	4	4	0	8
03/17/15	26	17	43	7	7	0	10
03/18/15	36	12	48	6	6	0	6
03/19/15	36	11	47	5	5	0	6
03/20/15	11	14	25	5	5	0	9
03/23/15	34	9	43	3	3	0	6
03/24/15	33	13	46	6	6	0	7
03/25/15	32	8	40	2	2	0	6
03/26/15	17	17	34	8	8	0	9
03/27/15	0	3	17	0	0	0	3
03/30/15	44	10	54	3	0	0	7
03/31/15	41	9	50	3	0	0	0
TOTAL	600	228	862	92	89	0	136

(a) (c) (d) (b)

These percentages are based on work orders completed in occupied units only and does not include work orders for vacant unit preparation.

- (a) Residents Contacted 40% of the service work orders completed
- (b) No Response 60% of the service work orders completed
- (c) Favorable Response 97% of the residents contacted
- (d) Unfavorable 0% of the residents contacted

* Unfavorable responses result in a second work order being generated to resolve problem, followed up by a call from the Clerk Dispatcher.

	Family	Elderly	Total
Total Vacancy	61	56	117
Units in Mod	0	26	26
Fire Units	4	0	4
Rentable Units	57	30	87
Move-Ins	25	15	40
Move-Outs	26	18	44
Units Available	6	1	7
Units Readied in MAR	21	11	32

Occupancy Report
April 28, 2015

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 JUNIPER GARDENS	265	241	24	91%	91%
K1-2 ST. MARGARETS PARK	100	92	8	92%	96%
K1-3 CYRUS K. HOLIDAY	60	56	4	93%	92%
K1-4 WYANDOTTE TOWERS	302	296	6	98%	99%
K1-5 BELROSE MANOR	90	89	1	99%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	99	2	98%	99%
K1-6 Family DOUGLAS HEIGHTS	99	94	5	95%	95%
K1-7 SCATTERED SITES	24	23	1	96%	83%
K1-9 SCATTERED SITES	30	28	2	93%	90%
K1-10 SCATTERED SITES	42	40	2	95%	93%
K1-11 GRANDVIEW PARK	39	37	2	95%	95%
K1-12 CHALET MANOR	66	62	4	94%	92%
K1-13 WELBORN VILLA	80	79	1	99%	98%
K1-14 BETHANY PARK TOWERS	153	151	2	99%	98%
K1-15 SCATTERED SITES	20	18	2	90%	90%
K1-17 GLANVILLE TOWERS	108	106	2	98%	97%
K1-18 ROSEDALE TOWERS	122	118	4	97%	96%
K1-20* WESTGATE TOWERS	163	129	34	79%	81%
K1-21 SCATTERED SITES	8	7	1	88%	88%
K1-22 WESTGATE VILLA	20	19	1	95%	95%
K1-23 SCATTERED SITES	38	37	1	97%	95%
K1-24 PLAZA TOWERS	115	114	1	99%	99%
K1-25 SCATTERED SITES	12	10	2	83%	92%
Sub-Total before Adjustments	2,057	1,945	112	95%	94%
Less: # of Deprogrammed Units	21		21		
Less: # of Units Under Modernization	15		45		
Total Units Available for Occupancy	2,021	1,945	46	96%	96%

MODERNIZATION AND DEVELOPMENT REPORT

APRIL 2015

CAPITAL FUND PROGRAM 2011

The funding amount for this program is \$2,827,316. The public hearing and final budget were presented to the residents on December 9, 2010. The Capital Fund Program 2011 was approved at the December 16, 2010 Board meeting. Approval of the CFP 2011 plan by HUD was received. The ACC amendment was received from HUD and executed by the Housing Authority. Architect and Engineering Request for Proposal were received on February 29, 2012. Architectural/Engineering firms have been selected to complete work under this program.

The following projects are complete: K1-22 Westgate Villa Roof Replacement, Repair, Painting and Gutter Replacement, K1-4 Wyandotte Tower, K1-17 Glanville Tower, K1-20 Westgate Tower Building Surge Suppression, and K1-3 Cyrus K. Holiday, K1-5 Belrose Manor, K1-12 Chalet Manor Community Center HVAC Improvements, High-rise and Main Office Development Signs, K1-17 Glanville Tower Exterior Repair and Sealing, K1-4 Wyandotte Tower Parking Lot Expansion, K1-20 Westgate Tower Interior Repair (Phase I Floors 10, 11, & 12), K1-13 Welborn Villa Exterior Repair & Painting.

CAPITAL FUND PROGRAM 2012

The funding amount for this program is \$2,555,880.00. The public hearing and final budget were presented to the residents on December 7, 2011. The Capital Fund Program 2012 was approved at the December 15, 2011 Board Meeting. Approval of the 2012 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority. Architect and Engineering firms have been selected to complete work under this program.

The following projects are completed: K1-4 Wyandotte Tower Domestic Water Booster Pump Systems, K1-18 Rosedale Tower Exterior Repair and Painting, High Rise Elevator Cab Improvements, K1-1 Juniper Gardens, K1-2 St. Margaret's Park and K1-6 Douglas Heights Community Centers HVAC Improvements, K1-10 Scattered Site Exterior Repair, Painting and Gutter Replacement.

K1-20 WESTGATE TOWER INTERIOR MODERNIZATION (PHASE 2, FLOORS 7, 8, AND 9)

Bids closed February 14, 2014. The Board authorized the contract at the February 20, 2014 meeting. Pre-construction meeting was held on March 12, 2014. Notice to Proceed was issued September 4, 2014. Work is completed on the 9th floor. Residents have been moved to the 9th floor. Work has begun on the 8th floor. 8th floor demolition, drywall installation, rough mechanical, rough electrical and plumbing, and framing are complete. Painting, finish electrical, furnace cabinet modifications, cabinet installation and VCT installation is underway. Vacant units on 7th floor demolition and framing is underway.

CAPITAL FUND PROGRAM 2013

The funding amount for this program is \$2,404,182.00. The public hearing and final budget were presented to the residents on December 5, 2012. The Capital Fund Program 2013 was approved at the December 20, 2012 Board Meeting. Approval of the 2013 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. Architect and engineering firms have been selected to complete work under this program.

The following projects are completed: K1-7 Scattered Sites Exterior Repair, Painting, and Gutter Replacement (3 Buildings), K1-21 Scattered Sites HVAC Replacement, K1-14 Bethany Park Tower Retaining Wall Replacement, K1-6HR Douglas Heights High Rise, K1-24 Bethany Park Tower, K1-18 Rosedale Tower, K1-24 Plaza Tower Surge Suppression, K1-14 Bethany Park Tower Domestic Water Pump Booster.

K1-9 SCATTERED SITES PARKING LOT IMPROVEMENTS

Bids were solicited from companies that have specific experience in the area of concrete/asphalt installation for a parking lot. Three bids were received however one bidder did not submit the required documents and was considered unresponsive. Bids ranged from \$34,438 to \$38,000. The lowest bid received was from McConnell & Associates in the amount of \$34,438. Since the bid was below \$50,000 Board approval was not needed. The contract was awarded to McConnell & Associates. Pre-construction meeting was held on February 26, 2014. Notice to Proceed was issued May 9, 2014. All work is complete. Final paperwork is pending.

K1-23 SCATTERED SITES EXTERIOR REPAIR, PAINTING & LIGHTING

Bids closed on September 9, 2014. The Board authorized the contract at the September 19, 2014 meeting. Pre-construction meeting was held on October 22, 2014. Notice to Proceed is pending. Weather has delayed the start of this project.

CAPITAL FUND PROGRAM 2014

The funding amount for this program is \$2,735,146.00. The public hearing and final budget were presented to the residents on December 4, 2013. The Capital Fund Program 2014 was approved at the December 19, 2013 Board Meeting. Approval of the 2014 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD.

The following project is complete: K1-4 Wyandotte Tower Carpet Replacement.

CAPITAL FUND PROGRAM 2015

The funding amount for this program is \$2,783,028.00. The public hearing and final budget were presented to the residents on December 3, 2014. The Capital Fund Program 2014 was approved at the December 18, 2014 Board Meeting. Approval of the 2015 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD.

RESIDENT INITIATIVE REPORT

APRIL 2015

SUBMITTED BY

SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Self-Sufficiency Program added an additional partner with the Kansas City, Kansas Community College Fringe Benefits of Education Program. This program is designed to help young men who are the fringe of dropping out of school, losing hope of being successful, seeking employment, and having a hard time transitioning into the real world.

The Section 3 Program kicked off on March 16, 2015 with Life Skills and Work Readiness Training. There were a total of nine (9) residents that completed this training. One resident found employment during the training and stated that because of the work readiness skills she was able to obtain employment. The residents are in the process of the OSHA 10 Introduction training. The residents also have completed their job coaching and are ready for job placement.

In addition there have been a total of 68 residents that have signed up to participate in the Section 3 Program.

It is election time for the resident councils. The Public Housing Resident Council (PHRC) went through training to ensure that the election process goes smoothly. After review of the resident council bi-laws; it was discovered that the bi-laws needed to have some additional information that is required according to 24CFR 960.130. This information was provided to the resident council leaders that attended the PHRC on April 7, 2015. Once the bi-laws have been adopted by each council then, the election process may begin. We have contacted the League of Women Voters have agreed to serve as the independent third party. There were twelve (12) residents in attendance

The Kansas City, Kansas Housing Authority participated in the open house for Connecting for Good. Three residents were winners of free computers. One of the winners was a high school student who shared with us that he would use his computer for his school papers and for his projects for the Air Force ROTC.

Section 8 Monthly Units and HAP Payments			
Month	Year	Units	HAP
October	2011	1473	\$800,691
November	2011	1465	794,440
December	2011	1457	791,851
January	2012	1451	795,287
February	2012	1453	782,366
March	2012	1460	795,769
April	2012	1490	807,897
May	2012	1481	805,749
June	2012	1480	805,934
July	2012	1479	825,838
August	2012	1485	821,816
September	2012	1464	817,496
October	2012	1454	811,718
November	2012	1460	803,871
December	2012	1459	800,738
January	2013	1469	824,783
February	2013	1461	810,126
March	2013	1454	795,190
April	2013	1443	807,104
May	2013	1420	775,618
June	2013	1417	722,902
July	2013	1410	778,174
August	2013	1398	766,875
September	2013	1393	750,344
October	2013	1385	745,252
November	2013	1380	733,731
December	2013	1375	741,834.00
January	2014	1365	741,292
February	2014	1361	739,195
March	2014	1359	722,458
April	2014	1350	727,708
May	2014	1357	713,330
June	2014	1361	714,972
July	2014	1370	724,213
August	2014	1366	719,546
September	2014	1371	700,924
October	2014	1385	721,478
November	2014	1385	705,916
December	2014	1380	691,037
January	2015	1377	681,315
February	2015	1364	672,291
March	2015	1359	670,315
April	2015	1355	672,090

**Kansas City, Kansas Housing Authority
Move-Ins and Move-Outs - June 2012 Through Mar. 2015**

Month	Move-Ins	Move-Outs
Jul-12	39	20
Aug-12	32	50
Sept.-12	32	31
Oct.-12	33	20
Nov.-12	29	41
Dec.- 12	19	18
Jan.-13	36	41
Feb. - 13	25	30
Mar-13	26	19
Apr-13	33	22
May-13	30	28
Jun-13	17	29
Jul-13	21	28
Aug-13	32	22
Sept.-13	58	44
Oct.-13	45	49
Nov. 13	20	27
Dec.- 13	35	36
Jan. 14	33	27
Feb-14	23	34
Mar.-14	42	31
Apr. - 14	58	43
May-14	30	27
Jun-14	17	28
Jul-14	22	34
Aug-14	32	45
Sept. -14	34	36
Oct.-14	27	44
Nov.-14	15	31
Dec.-14	36	31
Jan. - 15	24	19
Feb. - 15	28	27
Mar.15	37	28

