



## **Agenda**

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

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**Thursday, Date - 12:00 p.m.**

**Administration Building**

**1124 N. 9th Street, KCK**

- I. Roll Call**
- II. Oath of Office**
- III. Approval of the Minutes**  
Regular Board Meeting - January 21 2016
- IV. Executive Director's Report**
- V. Committee Reports**
- VI. New Business Consent Items**
  - A. Resolution No. 3306**                      **Resolution Recognizing Carolyn Wyatt for Her Valuable Service to the Housing Authority of the City of Kansas City, Kansas**
- VII. Adjournment**

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

Thursday, January 21, 2016  
12 noon

Administrative Bldg.  
1124 N. 9<sup>th</sup> Street

On the 21<sup>st</sup> day of January 2016 at 12 noon the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in regular session. After a brief, delay, 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 (via conference call)  
Jacques Barber, Commissioner (via conference call)  
John Breitenstein, Commissioner  
Theresa A. Duke, Commissioner  
Robert G. Frey, Commissioner  
Tyrone Garner, Commissioner  
P. Anne McDonald, Commissioner  
Timothy J. Rhodes, Commissioner  
Linda Warner, Commissioner  
Matt Watkins, Commissioner  
Carolyn Wyatt, Commissioner

ABSENT: Maria Torres, Commissioner

ALSO PRESENT: Thomas M. Scott, Executive Director  
Paula K. Draves, Director of Section 8  
Gregory T. Gibson, Director of Finance  
Gerald R. Glavin, Superintendent  
Melinda L. Linnell, Director of Housing Management  
Sharron Davis-Mays, Self-Sufficiency Coordinator  
Benice A. Meeks, Assistant Director of Finance  
Jacqueline D. Randle, Executive Services Manager  
Anthony J. Shomin, Modernization Coordinator  
Elaine L. Stroud, Asst. Director of Housing Management  
Maria Kline, Juniper Gardens President  
Major Curtis Nicholson, KCKPD

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Commissioner Garner introduced Major Curtis Nicholson of the KCKPD who discussed community policing and the department's problem oriented philosophy. The police are working to get buy-in from the community using a quality vs. quantity approach. Commissioner Garner indicated they are hopeful for a break through in the recent homicide that occurred on housing authority property. (Commissioner Watkins arrived.) Commissioner Wyatt asked if homicides in Kansas City, Kansas were reported to the media. Mr. Nicholson noted that the Open Records Act forces them to make front sheet information available regarding the victim and location of the crime. However, the police do not go out to the media, the media comes to them.

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Mr. Scott introduced Brad Grabs of the Learning Club of Kansas City, Kansas noting that once the Chairman come on the line we would pause and have to come back to Mr. Grabs' presentation. Mr. Grabs began his presentation noting

that the Learning Club is primarily located on housing authority properties, and they provide tutoring for youth.

Chairman Biscanin came on the line. He apologized for being late and not being able to attend the meeting in person. He called the meeting to order and roll call was taken as listed above.

### **New Business Consent Item**

Resolution No. 3305, approval of operating budget revision #1 for the Housing Authority of the City of Kansas City, Kansas for fiscal year ending March 31, 2016, was introduced.

Mr. Gibson gave the FYE 03/31/2016 Operating Budget Revision report. He noted that a formal budget revision has never been brought to the board. However, the Finance Committee made the suggestion to present the revision. Mr. Gibson provided handouts outlining increases and adjustments to Public Housing, Public Housing & Central Office Cost Center (COCC), Section 8 and the bottom line. He explained that HUD funded the agency at 85.36% for 2015 and that HUD operates on a calendar year basis from January 1 to December 31, and the agency's fiscal year runs April 1 to March 31. Mr. Gibson showed the total calendar year funding as \$7,592,217 vs. the fiscal year total funding of \$7,742,003.

Commissioner Garner asked for an explanation of the \$1,500,000 difference (\$8,894,350-\$7,382,554). Mr. Gibson noted that the \$8,894,350 figure represents 100% funding, but due to Congressional appropriations we are not getting the entire amount. He noted the net amounts are on line 144 of the handout. Commissioner Frey questioned if it was standard practice that we do not receive 100% of the funding. Mr. Gibson noted that once we received 103%. However, in most cases there is not enough funding to go around. The eligible amount vs. what is available is spread around among all the housing authorities across the country. HUD gives us what Congress allocates. There are advocacy groups that represent public housing, but we are a small part of the HUD appropriation pie. Commissioner Watkins questioned why the revision was being done. Mr. Gibson noted the revision is not being submitted to HUD. The revision is done so that staff and the board are made aware of where we are financially. It was the Finance Committee's decision to bring the revision to the board. Mr. Gibson noted we are making progress and digging ourselves out of the hole. Commissioner Garner applauded staff for going from a \$2 million deficit to a gain of \$600,000. He asked where the money would be used. Mr. Gibson noted that we are currently building up our reserves. Commissioner Garner asked how much was in reserves. Mr. Gibson noted there is \$1,971 million in the COCC, \$86,000 in Public Housing and \$8,000 in Section 8. He referred the board to line item 143. The 2017 budget will come before the board in March 2016.

Commissioner Rhodes made a motion to approve Resolution No. 3305. Commissioner Watkins seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Breitenstein, Duke, Frey, Garner, McDonald, Rhodes, Warner, Watkins, Wyatt

NAYS: None

ABSENT: Torres

ABSTAIN: None

Motion carried.

**RESOLUTION NO. 3305—APPROVAL OF OPERATING BUDGET REVISION #1 FOR THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS FOR THE FISCAL YEAR ENDING MARCH 31, 2016.**

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Commissioner Watkins made a motion to approve the minutes of December 17, 2015. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Barber, Biscanin, Breitenstein, Duke, Frey, Garner, McDonald, Rhodes, Warner, Watkins, Wyatt

NAYS: None

ABSENT: Torres

ABSTAIN: None

Motion carried.

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## **Committee Reports**

### Finance

Commissioner McDonald noted that Mr. Gibson provided the report for the Finance Committee during his presentation of Resolution No. 3305.

### Resident Participation

Commissioner Duke provided a handout to the Board. She added that Maria Kline was re-elected as President of Juniper Gardens Resident Association and Loretta Heath was re-elected as President of St. Margaret's Park Resident Association. Commissioner Duke noted that Ms. Davis-May provided a session and exercises to help the residents understand how the \$25 per unit is utilized.

### Minority Participation

Commissioner Garner noted that the Minority Participation committee could be viewed in two ways: 1) to look within the organization or 2) review contracts. He suggested having the roles and responsibilities of the committees defined in the form of standard operating procedures, and then have the board vote on this. He asked for feedback from the Chairman. *The Chairman had exited the call.* Mr. Scott explained that an Ad Hoc committee could be formed to establish criteria for defining the roles and responsibilities of each committee. Commissioner McDonald expressed that each committee could provide input to the Ad Hoc committee. Commissioner Watkins mentioned this could be similar to a job description. Commissioner Garner agreed. Commissioner Frey referenced how committees were handled in the Kansas legislature. He questioned who decides who serves on which committee. Mr. Scott noted that the Chairman makes those decisions. Commissioner Wyatt agreed that the committees need to know what they are doing and she added that some board members are not on any committees. Commissioner McDonald mentioned that it has not been that long ago that Ms. Lattimore formed committees. She noted that committees are a good idea and applauded the Chair. In reference to the Learning Club, Commissioner McDonald noted that two of her classmates volunteer and it is an excellent program. (McDonald leaves.)

The following committees did not provide a report: Bylaws, Development, Executive and Personnel.

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**Executive Director's Report:**

- Mr. Scott noted that Delaware Highlands Assisted Living (DHAL) has 121 units rented. There are 114 in-house and 51 on the waiting list. The real estate and service side is showing positive unaudited financials for the first time. CHIG (Community Housing Investment Group) will pay back \$91,000 to the Housing Authority this year.

Commissioner Garner asked about the hiring process for Deputy Director. Mr. Scott noted that he has concluded the interviews, but they need to be scored and compared. Commissioner Wyatt asked how many applicants were there. Mr. Scott noted there were five all together and he would make a decision for acceptance or an alternative by March 1, 2016. Commissioner Garner asked if Ms. Randle would send him the job description for Deputy Director. Ms. Randle indicated that she would do so.

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Mr. Grabs continued with his presentation. In addition to the After-school program, he discussed the summer program where students are taught music, weaving, line dancing, etc. The Learning Club has a partnership with Schlagle library at Wyandotte County Lake where the students get to explore nature. The students have access to a Bookmobile during the school year where they can get 1-2 free books. The make up of students and volunteers is as follows: St. Margaret's Park, 31 students and 29 volunteers; Juniper Gardens, 33 students and 24 volunteers; Chalet Manor, 24 students and 16 volunteers and Blessed Sacrament, 31 students and 24 volunteers. (Commissioner Garner leaves.) The Learning Club will open soon at Cyrus K. Holliday giving the Housing Authority four sites. This site will be open on Wednesdays when students get out of school early. The website for this organization is [www.learningclubkck.org](http://www.learningclubkck.org). Mr. Grabs concluded with a video highlighting the Learning Club entitled, *Making Christmas Possible*.

Commissioner Duke commented that the Learning Club is a good program that also teaches kids about money. Mr. Grabs noted that they encourage saving. Mr. Scott explained that the Learning Club has been a great partner with the Housing Authority. The Learning Club has taken the place of After-school programs that we no longer have on the properties. Ms. Kline added that Mr. Grabs is a wonderful person and is doing a great job with the young people at Juniper Gardens. Mr. Scott provided the Learning Club with a check in the amount of 4,000.

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Commissioner Wyatt made a motion to adjourn. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Biscanin, Breitenstein, Duke, Frey, Rhodes, Warner, Watkins, Wyatt

NAYS: None

ABSENT: Biscanin, Garner, McDonald, Torres

ABSTAIN: None

Motion carried.

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John P. Biscanin, Chairman

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Thomas M. Scott, Executive Director

# EXECUTIVE DIRECTOR'S REPORT

February 2016

1. Rev. Jimmie L. Banks has been reappointed to the Kansas City, Kansas Housing Authority Board by Unified Government District 4 Commissioner Harold Johnson. Rev. Banks will be sworn in at the February 18, 2016 Board Meeting.
2. On February 9, 2016 the Unified Government and the Housing Authority submitted a joint application to the Department of Housing and Urban Development for the Choice Neighborhood Grant. As discussed previously, the Choice Neighborhood Grant replaced the Hope VI Grant. Tony Shomin will provide the Board with an overview of the grant and what to expect if we are successful.
3. On February 9, 2016 the Unified Government and the Housing Authority submitted a joint application to the Department of Housing and Urban Development for the Choice Neighborhood Grant. As discussed previously, the Choice Neighborhood Grant replaced the Hope VI Grant. Tony Shomin will provide the Board with an overview of the grant and what to expect if we are successful.

The following monthly reports are attached:

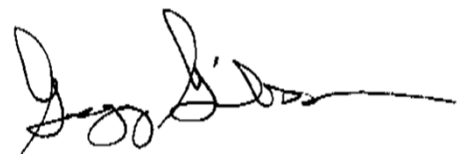
- A. Statement of Funds
- B. Delinquency Report
- C. Disbursements Over \$1,000
- D. Operating Receipts and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Modernization Report
- H. Resident Initiative Report
- I. Section 8 Report
- J. Monthly Move-ins and Move-outs
- K. UPC Activity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

**Kansas City, Kansas Housing Authority**  
**Statement of Funds Available**  
**For the Period Ended January 31, 2016**

Description	Rate <sup>(a)</sup>	Maturity Date	Amount	Bank
General Fund Account	0.10%		\$53,722.74	Liberty
Payroll Account			\$63,070.63	Liberty
ACH Pymt Account	0.15%		\$216,129.60	Liberty
Rent Depository Account	0.75%		\$480,514.49	Brotherhood
Rent Bank Deposit Accounts	0.75%		\$56,552.86	Various
Homeless Prevention Program	0.75%		\$5,448.14	Brotherhood
Sponsorship Program	0.75%		\$18,991.56	Brotherhood
Section 8 Checking	0.75%		\$508,639.08	Brotherhood
EPC Replacement Reserve Acct	0.15%		\$25,763.39	Liberty
Community Hsg Inv Group			\$48,200.00	Liberty
CD#316007603	0.45%	02/25/16	\$500,000.00	Brotherhood
CD#32863	0.54%	09/04/16	\$500,000.00	Liberty
CD#119583624/1	0.45%	02/24/17	\$500,000.00	Brotherhood

(a) Represents Rates as of February 12, 2016 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 January 2016**

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	<b>Rent &amp; Other Charges</b>	<b>Repayment Agreements</b>	<b>Total</b>
Accounts Receivable (Amounts Delinquent)	\$70,123.20	\$11,871.05	\$81,994.25
Total Charges to Tenants for Month			\$411,612.28
Delinquency Ratio			19.92%
Petitioned to Court Last Month ( <i># of Summons Issued</i> )			26
Praecipes Issued ( <i># on Setout List</i> )			15
Evictions ( <i># Set Out</i> )			9
Pending Evictions ( <i># Placed on Hold</i> )			0



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Gregg Gibson  
Director of Finance



## Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of January 2016

### \*CONTRACT COSTS\*

Universal Protection Service	\$5,185.20
Universal Protection Service	\$2,682.00

### \*MAINTENANCE COSTS\*

Cummins Central Power, LLC	\$1,299.71
Deffenbaugh Industries Inc	\$3,282.68
Door Controls Inc	\$1,329.00
General Electric Company	\$2,811.91
Goode Developing & Associates	\$2,200.00
Goode Developing & Associates	\$1,300.00
Grainger	\$2,459.91
Home Depot Supply	\$2,465.52
Home Depot Supply	\$2,398.95
Howard Berger Company Inc	\$2,168.17
Johnson Controls	\$10,312.75
Midwest Bed Bug Service	\$3,239.50
Oscar's Maintenance	\$2,950.00
Oscar's Maintenance	\$1,500.00
Oscar's Maintenance	\$2,215.00
Precision Plumbing & Construction	\$5,750.00
Precision Plumbing & Construction	\$3,840.00
Precision Plumbing & Construction	\$1,222.00
Predator Termite & Pest Control	\$4,303.40
R.F. Fisher Electric Co.	\$6,076.62
Sherwin-Williams Co.	\$2,808.33
SOS Pest Control	\$5,850.00
SOS Pest Control	\$1,350.00
Stanion Wholesale Electric Co.	\$5,110.03
Stanion Wholesale Electric Co.	\$4,330.61
Stanion Wholesale Electric Co.	\$1,045.23
Strasser Hardware	\$2,250.58
Supplyworks	\$2,651.12
The World Company	\$1,040.00
Three Sons Construction	\$9,300.00
Three Sons Construction	\$7,575.00
Three Sons Construction	\$1,975.00
Water Improvement Services	\$1,775.00

### \*MISCELLANEOUS COSTS\*

American Express	\$1,408.31
AT&T	\$8,623.30
HAB, Inc	\$2,024.00
Kathleen O'Brien Coode	\$7,500.00
Kinkos Fedex	\$2,109.99
Staples	\$1,371.17
Staples	\$1,307.10
The Learning Club	\$4,000.00
The PI Company	\$1,915.00
Time Warner Cable	\$1,066.69
US Bank Equipment	\$1,413.40
Visa	\$1,815.93

# Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of January 2016

## \*OTHER GRANT COSTS\*

Coleman American Moving Service	\$4,915.36
Driven, LLC	\$2,810.00
Frye Construction Co	\$1,191.66
Lumley Concrete Construction	\$1,990.00
Lumley Concrete Construction	\$1,990.00
William Spurgeon Kuhl & Freshnock	\$1,382.00

## \*PAYROLL COSTS\*

AFLAC Premium	\$3,643.85
Delta Dental	\$4,306.16
Kansas Payment Center	\$1,197.73
Kansas Payment Center	\$1,197.73
KPERS Retirement System	\$32,368.53
KPERS Retirement System	\$32,288.64
Nationwide Retirement	\$2,614.08
Nationwide Retirement	\$2,599.08
UMB Health Savings Acct.	\$3,250.00
UMB Health Savings Acct.	\$3,168.11
UMB Health Savings Acct.	\$85,500.00
W.H. Griffin Trustee	\$1,734.93

## \*INTERBANK TRANSFERS\*

Liberty Gen Fund to Payroll Transfers	\$184,800.00
Liberty Gen Fund to Payroll Transfers	\$181,800.00
Liberty Gen Fund to Payroll Transfers	\$176,900.00
Liberty Gen Fund to ACH Transfers	\$85,500.00
Liberty Gen Fund to ACH Transfers	\$38,700.00
Liberty Gen Fund to ACH Transfers	\$2,250.00
Liberty Gen Fund to ACH Transfers	\$750.00
Liberty Gen Fund to ACH Transfers	\$39,600.00
Liberty Gen Fund to ACH Transfers	\$5,000.00
Liberty Gen Fund to ACH Transfers	\$176,900.00
BBT Gen Fund to Liberty Gen Fund	\$100,000.00

## \*UTILITIES COSTS\*

Atmos Energy	\$3,609.23
Board of Public Utilities	\$72,253.71
Board of Public Utilities	\$28,466.37
Board of Public Utilities	\$26,962.40
Board of Public Utilities	\$24,413.32
Constellation New Energy-Gas	\$10,740.22
Kansas Gas Service	\$24,902.83
Kansas Gas Service	\$5,203.36

\$1,529,507.41



Gregg Gibson  
Director of Finance

**Kansas City, Kansas Housing Authority  
Operating Receipts and Expenditures  
For Period Ending December 31, 2015**

	CEN OFFICE	%	CEN OFFICE	PUBLIC HSG	%	PUBLIC HSG	SECTION 8	%	SECTION 8
	YR TO DATE	58%	BUDGET	YR TO DATE	58%	BUDGET	YR TO DATE	58%	BUDGET
<b>OPERATING INCOME:</b>									
Dwelling Rent				\$3,371,906.30	77%	\$4,367,591.00			
Fraud Recovery Income							\$9,333.00		
Interest Income	\$1,420.45	18%	\$7,940.00	\$1,610.56	22%	\$7,330.00			
Other Income	\$13,819.46	31%	\$45,000.00	\$295,392.92	77%	\$382,161.00	\$2,735.00	91%	\$3,000.00
Fee for Services - COCC	\$1,259,342.47	62%	\$2,025,544.00						
Management Fees	\$1,450,325.89	72%	\$2,016,562.00			\$443,094.00			
Total Operating Income	\$2,724,908.27	67%	\$4,095,046.00	\$3,668,909.78	71%	\$5,200,176.00	\$12,068.00	402%	\$3,000.00
Operating Subsidy				\$5,851,319.00	77%	\$7,592,217.00			
Prior Year Subsidy									
Section 8 Admin Fees							\$581,634.00	75%	\$778,112.00
Total Operating Receipts	\$2,724,908.27	67%	\$4,095,046.00	\$9,520,228.78	74%	\$12,792,393.00	\$593,702.00	76%	\$781,112.00
<b>OPERATING EXPENSES:</b>									
Administrative Salaries	\$881,625.32	104%	\$846,802.00	\$688,174.43	65%	\$1,057,840.00	\$232,557.92	76%	\$307,518.00
Management Fees				\$1,049,774.34	74%	\$1,411,439.00	\$248,800.50	76%	\$326,820.00
Other Admin Expenses	\$150,144.42	93%	\$161,622.00	\$162,561.37	84%	\$193,605.00	\$23,663.86	66%	\$35,805.00
Tenant Service Salaries				\$13,206.70	55%	\$23,920.00			
Resident Assoc Expenses				\$3,115.00	12%	\$25,063.00			
Other T/S Expenses				\$3,056.80	18%	\$16,732.00			
Utilities	\$21,174.33	71%	\$30,000.00	\$1,645,067.15	64%	\$2,568,805.00			
Maintenance Salaries	\$1,029,431.61	72%	\$1,420,690.00	\$1,017,191.23	69%	\$1,466,627.00			
Maint Materials	\$444,894.26	85%	\$522,245.00	\$128,371.19	67%	\$191,399.00	\$582.56	58%	\$1,000.00
Fee for Services - COCC				\$1,259,342.47	62%	\$2,025,544.00			
Other Maint Contracts	\$80,288.03	72%	\$111,265.00	\$777,135.62	79%	\$984,249.00	\$629.46	26%	\$2,400.00
Security Salaries									
Other Security Expense	\$3,017.91	40%	\$7,500.00	\$161,728.53	117%	\$138,533.00			
Insurance	\$79,701.35	74%	\$108,239.00	\$299,517.04	75%	\$398,607.00	\$8,105.53	44%	\$18,512.00
Terminal Leave Payments									
Employee Benefit Contributions	\$667,998.11	85%	\$788,379.00	\$569,068.14	66%	\$865,935.00	\$73,974.97	70%	\$105,334.00
Collection Losses				\$65,080.16	68%	\$95,230.00			
Interest Expense				\$524,860.45	75%	\$698,325.00			
Other General Expense	\$5,655.78	75%	\$7,500.00	\$1,769.65	27%	\$6,500.00	\$19,458.76	110%	\$17,700.00
Total Routine Expenses	\$3,363,931.12	84%	\$4,004,242.00	\$8,369,020.27	69%	\$12,168,353.00	\$607,773.56	75%	\$815,089.00
Extraordinary Maintenance									
Depreciation Expense									
Proceeds from Sale of Equip									
Casualty Losses - Net									
Total Operating Expenses	\$3,363,931.12	84%	\$4,004,242.00	\$8,369,020.27	69%	\$12,168,353.00	\$607,773.56	75%	\$815,089.00
Prior Year Adjustments									
Total Operating Expenditures	\$3,363,931.12	84%	\$4,004,242.00	\$8,369,020.27	69%	\$12,168,353.00	\$607,773.56	75%	\$815,089.00
Gain/(Loss) from Operations	(\$639,022.85)		\$90,804.00	\$1,151,208.51		\$624,040.00	(\$14,071.56)		(\$33,977.00)

**NOTE:** This is the same 12/31/2015 operating statement that was provided to the board at the January board meeting. If the 01/31/16 operating statement is completed by the February 18 meeting, it will be handed out then. Thank you



Gregg Gibson  
Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY  
 MAINTENANCE REPORT  
 FOR THE MONTH OF JANUARY 2016**

**CUSTOMER SERVICE & SATISFACTION SURVEY - JANUARY 2016**

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
01/01/16							
01/04/16	99	4	103	1	1	0	3
01/05/16	83	6	89	3	3	0	3
01/06/16	72	12	84	4	4	0	8
01/07/16	26	14	40	2	2	0	12
01/08/16	30	9	39	3	3	0	6
01/11/16	124	9	133	3	3	0	6
01/12/16	94	14	108	2	2	0	12
01/13/16	13	6	19	1	1	0	5
01/14/16	102	12	114	4	4	0	8
01/15/16	66	16	82	3	3	0	13
01/18/16	0				0	0	0
01/19/16	255	13	268	5	5	0	8
01/20/16	273	13	286	4	4	0	9
01/21/16	192	18	210	4	4	0	14
01/22/16	86	13	99	1	1	0	12
01/25/16	223	35	258	5	5	0	30
01/26/16	307	16	323	5	5	0	11
01/27/16	207	23	230	8	8	0	15
01/28/16	139	18	157	6	6	0	12
01/29/16	73	9	82	3	3	0	6
<b>TOTAL</b>	<b>2,464</b>	<b>260</b>	<b>2,724</b>	<b>67</b>	<b>67</b>	<b>0</b>	<b>193</b>

(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 26% of the service work orders completed
- (b) No Response 74% of the service work orders completed
- (c) Favorable Response 100% 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	77	74	154
Units in Mod	0	35	35
Fire Units	4	0	4
Rentable Units	73	42	115
Move-Ins	15	14	29
Move-Outs	18	19	37
Units Available	23	7	30
Units Readied in JAN	22	13	35

Occupancy Report  
February 12, 2016

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 JUNIPER GARDENS	265	235	30	89%	88%
K1-2 ST. MARGARETS PARK	100	95	5	95%	97%
K1-3 CYRUS K. HOLIDAY	60	59	1	98%	98%
K1-4 WYANDOTTE TOWERS	302	285	17	94%	95%
K1-5 BELROSE MANOR	90	89	1	99%	96%
K1-6 Elderly DOUGLAS HEIGHTS	101	97	4	96%	99%
K1-6 Family DOUGLAS HEIGHTS	99	86	13	87%	89%
K1-7 SCATTERED SITES	24	19	5	79%	79%
K1-9 SCATTERED SITES	30	30	-	100%	100%
K1-10 SCATTERED SITES	42	39	3	93%	93%
K1-11 GRANDVIEW PARK	39	36	3	92%	92%
K1-12 CHALET MANOR	66	63	3	95%	92%
K1-13 WELBORN VILLA	80	79	1	99%	99%
K1-14 BETHANY PARK TOWERS	153	145	8	95%	95%
K1-15 SCATTERED SITES	20	16	4	80%	80%
K1-17 GLANVILLE TOWERS	108	102	6	94%	94%
K1-18 ROSEDALE TOWERS	122	121	1	99%	99%
K1-20* WESTGATE TOWERS	163	123	40	75%	75%
K1-21 SCATTERED SITES	8	7	1	88%	75%
K1-22 WESTGATE VILLA	20	19	1	95%	90%
K1-23 SCATTERED SITES	38	38	-	100%	100%
K1-24 PLAZA TOWERS	115	113	2	98%	97%
K1-25 SCATTERED SITES	12	11	1	92%	92%
<b>Sub-Total before Adjustments</b>	<b>2,057</b>	<b>1,907</b>	<b>150</b>	<b>93%</b>	<b>93%</b>
Less: # of Deprogrammed Units	21		21		
Less: # of Units Under Modernization	15		45		
<b>Total Units Available for Occupancy</b>	<b>2,021</b>	<b>1,907</b>	<b>84</b>	<b>94%</b>	<b>94%</b>

# **MODERNIZATION AND DEVELOPMENT REPORT**

## **FEBRUARY 2016**

### **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.

All funds in the 2011 Capital Fund Program have been obligated and expended. This program is being prepared for close out.

### **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 II, Floors 7, 8 & 9.

All funds in the 2012 Capital Fund Program have been obligated and expended. This program is being prepared for close out.

### **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.

## **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 was issued April 13, 2015. Project is complete. Final inspection and punch list items have been completed. Final paperwork is pending.

## **K1-20 WESTGATE TOWER INTERIOR MODERNIZATION (PHASE III, FLOORS 4, 5, AND 6)**

Bids closed May 27, 2015. The Board authorized the contract at the June 18, 2015 meeting. Pre-construction meeting was held on June 23, 2015. Notice to Proceed was given on June 30, 2015. 6<sup>th</sup> Floor is completed, inspected and accepted. Residents from the 5<sup>th</sup> floor have been moved to the 6<sup>th</sup> floor. 5<sup>th</sup> floor dwelling units are nearing completion. Installation of HVAC cabinets, carpeting, kitchen and bath vanity cabinets, 5<sup>th</sup> floor hallway painting and VCT installation is under way. 4<sup>th</sup> floor demolition is complete. 4<sup>th</sup> floor rough-in and framing is underway.

## **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. A/E firms have been selected. Construction plan preparation is underway.

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. A/E firms have been selected. Construction plan preparation is underway.

## RESIDENT INITIATIVE EREPORT

February 2016

SUBMITTED BY

SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council met on January 5, 2016 at the Douglas Heights Community Room. The attendance was low due to the cold weather. There were a total of nine residents in attendance. Our topic was the Code of Federal Regulations 24CFR 960.150.

In addition, The First Hand Foundation had its kick off at Juniper Gardens on February 5, 2016 with their program entitled *Drop It Like It's Hot*. This program is to encourage residents to choose healthy living to lower blood pressure. This program has partnered with the Kansas City, Kansas Housing Authority and Connecting for Good to provide the following components: learning basic computer skills, shopping for groceries online, blood pressure checks, fitness classes, working with a health coach, and healthy cooking. There were 23 residents in attendance. Twelve residents are committed to participating in the entire program.

On February 13, 2016 we met with Kim Chao from the Translation Perfect Company. Mrs. Chao shared that her company is interested in providing translations service to our non-English speaking residents. Mrs. Chao is working on a proposal to submit to our Executive Director. We shared that we currently use a company that provides this service.

Three resident council elections were held and the following incumbents remain president of their housing developments: Mary Sprague, Welborn Villa; Patsy Wiley, Wyandotte Towers and Kim Williams, Cyrus K. Holiday.

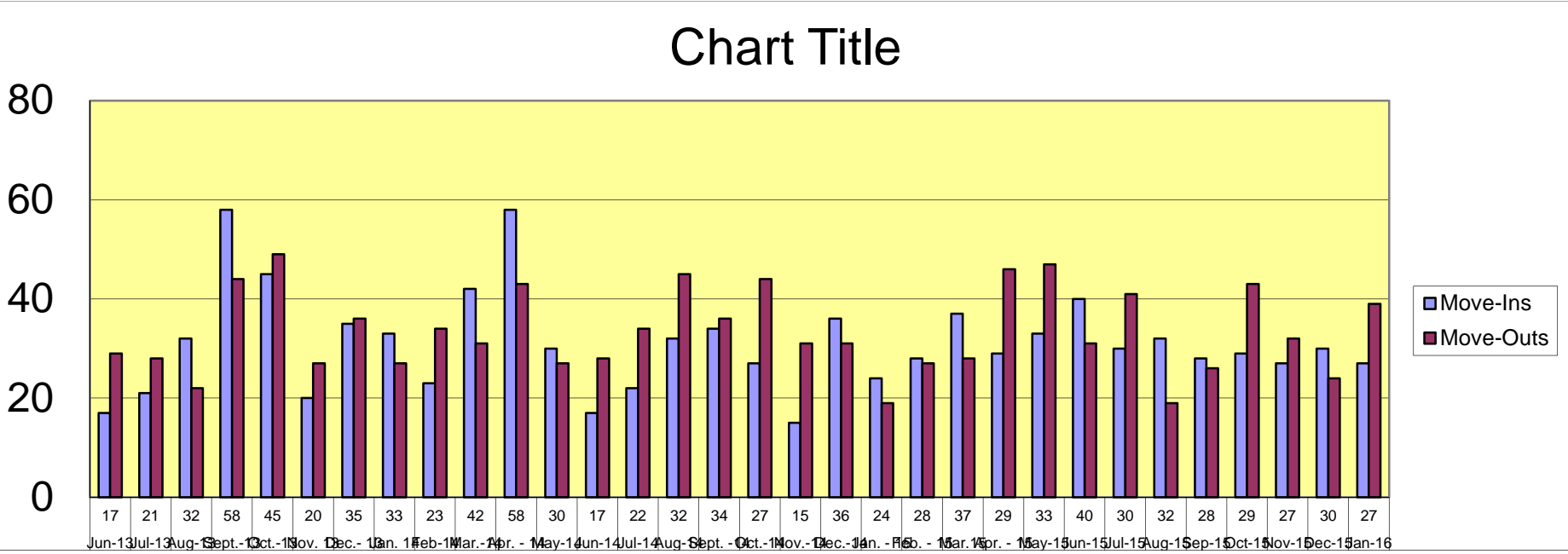
On January 25, 2016 Mrs. Jennifer Tidwell, HUD's Regional Director of Region IIV, attended the Bethany Park Towers resident council meeting. Mr. Thomas Scott, KCKHA Executive Director, was in attendance at the meeting, as well. Mrs. Tidwell advised the resident council that HUD has a very good working relationship with Mr. Scott and his staff, and that our agency is doing a good job.





**Kansas City, Kansas Housing Authority  
Move-Ins and Move-Outs - June 2013 Through Jan. 2016**

Month	Move-Ins	Move-Outs
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
Apr. - 15	29	46
May-15	33	47
Jun-15	40	31
Jul-15	30	41
Aug-15	32	19
Sep-15	28	26
Oct-15	29	43
Nov-15	27	32
Dec-15	30	24
Jan-16	27	39



RESOLUTION NO. 3306

RESOLUTION RECOGNIZING CAROLYN WYATT  
FOR HER VALUABLE SERVICE TO THE HOUSING  
AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS

WHEREAS, Carolyn Wyatt served as Commissioner for the Housing Authority of the City of Kansas City, Kansas since her appointment by the Unified Government Board of Commissioners on October 20, 2011—January 21, 2016; and

WHEREAS, Carolyn Wyatt has carried out her duties in the most admirable and professional manner, giving of her time, talents and energies in an unselfish manner, and providing good counsel and guidance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Kansas City, Kansas that we thereby officially recognize and thank Carolyn Wyatt for her valuable contributions to our programs and to the citizens of Kansas City, Kansas.