



Agenda

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

Thursday, August 18, 2016 - 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 - July 21, 2016
- IV. Acting Executive Director's Report**
- V. Committee Reports**
- VI. New Business Consent Items**

None
- VII. New Business Discussion Items**
 - A. Review Emergency Action Plan** (*Hard copy to be provided at meeting*)
 - B. Discuss Board Retreat** (*Suggested Dates - October 15 or October 8*)
- VIII. Adjournment**

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

Thursday, July 21, 2016
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 21st day of July 2016 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:

Rev. Jimmie L. Banks, Commissioner
Jacques Barber, Commissioner
John Breitenstein, Commissioner
Theresa A. Duke, Commissioner
Robert G. Grey, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
Linda Warner, Commissioner
Matt Watkins, Commissioner

ABSENT: John P. Biscanin, Chairman
Tyrone Garner, Commissioner
Maria Torres, Commissioner

ALSO PRESENT: Milton Scott, Acting Executive Director
Paula K. Draves, Director of Section 8
Cherrie Escobar, Section 8 Coordinator
Gerald Glavin, Superintendent
Sharron Davis-Mays, Self-Sufficiency Coordinator
Benice Meeks, Assistant Director of Finance
Jacqueline D. Randle, Executive Services Manager
Anthony Shomin, Director Facilities Management
Elaine Stroud, Assistant Director of Housing Management
Maria Kline, Juniper Gardens President
Alvin Sykes, Bethany Park Towers President

Commissioner Banks called the meeting to order and roll call was taken.
Chairman Biscanin was unavailable due to court business.

Commissioner Watkins made a motion to approve the minutes of June 16, 2016. Commissioner Frey seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Breitenstein, Duke, Frey, McDonald, Rhodes, Warner, Watkins

NAYS: None

ABSENT: Biscanin, Garner, Torres

ABSTAIN: None

Deputy Director's Report

- Mr. Scott drew the board's attention to the handouts and went on to point out the demographics of public housing and Section 8. The report was done to keep the board and public informed. We hope to provide this information quarterly. Information on the population will be helpful when implementing policies for the agency and the people we serve. This information can be used when talking to people in the community. Commissioner Banks noted that other data points could also be included with this information. Commissioner Watkins asked how elderly was categorized. Mr. Scott noted that elderly would be 62 and over. He added there would be overlap in some of the areas and they will not add up to 100, but race and income should add up to 100. Mr. Scott added that at some point we would show data relating to the cost of each unit and what we spend to operate. Commissioner Warner asked if we could provide data concerning how long people are on the waiting list for public housing and Section 8. Mr. Scott noted this could be provided. Commissioner McDonald suggested that income data would be useful. Mr. Scott indicated that he thought this was already provided, but indicated this could be provided later.
- Mr. Scott provided a written handout of the fire at Rosedale Towers. He noted that first responders and staff did an excellent job responding to the fire. A timeline was provided. There was a question concerning if residents heard the sound and were alerted. He noted that we use a voice command system that alerts individuals on the floor, and above and below the fire. This is done to control individuals from running out of the building at the same time. We use *Shelter in Place*, so the individuals will stay in their units until the Fire Marshall gives directions. The fire happened on the second floor and the sprinkler system worked which caused water damage to the areas below. The alarm system is now up and running and is at about 95 per cent operational. We are waiting on the red phones and once they are operational, the system will be certified at 100 per cent. Mr. Scott discussed the three areas that would be helpful:
1) *Shelter in Place* which keeps the tenants in their units until being

instructed to leave, 2) if the fire department can record the fire drill with tenants and staff and 3) we can use these recordings with new tenants and staff. Commissioner Duke noted that fire drills were done in the early 2000's, but residents did not want to participate. Mr. Scott explained that buy-in would be critical as these fire drills are very important. Commissioner Banks stated that participation should be mandated and they should not be able to opt out. Commissioner McDonald expressed that this sounds good, but how would you punish them for not participating. Commissioner Banks contented that you should not be able to opt out, but there should be a requirement, not necessary punitive. Commissioner Barber suggested having new tenants view the recording and then view it again annually at recertification. The board members continued to discuss getting the residents to actively participate in the fire drills. Commissioner McDonald suggesting adding something about fire drills to the new move-in checklist and having them sign off on it. She questioned if fire drills would take place at other high-rises as well. Commissioner Banks noted it should be systematic. Commissioner Warner added that a tornado drill should also take place. Commissioner Banks suggested having staff work on this and Mr. Scott agreed. Commissioner Frey questioned if people actually would stay in place during a fire. Mr. Scott noted that generally they do will stay in place because the fire is contained and the sprinkler system would come on. The fire department comes on the intercom and reminds people to stay in place. Mr. Glavin explained that the fire department generally arrives within 3-5 minutes and coordinates the evacuation. Commissioner Frey questioned the human response to fire, suggesting that people would want to leave the building. Mr. Glavin noted that tenants generally stay put. Mr. Shomin added that residents have the option of going down the stairwell. Commissioner Frey noted that fire drills would install in the residents that they should stay in place. Mr. Scott noted that residents are informed of this when they move in and are also instructed to place a wet towel in front of the door. Commissioner Warner questioned if people with limited mobility were identified. Ms. Stroud noted that we cannot ask if they have a disability, however, we have an action plan that spells out the procedures to follow. She noted the biggest issue is that we do not know who is in the building and that is why *Shelter in Place* works until the fire department arrives. Commissioner Duke noted that *Shelter in Place* has worked fine and they have someone on each floor to assist. They also keep a list in the office of who might need special assistance. Commissioner Banks noted we are fortunate to be able to look at the situation and address the challenges. The next meeting we can look at what we have in place and see what improvements need to be made. Ms. Stroud indicated she has recently submitted a plan to the fire department and expects to receive it back within a month. Commissioner Banks complimented staff on keeping the board informed.

Commissioner Watkins made a motion to accept the Executive Director's report. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Breitenstein, Duke, Frey, McDonald, Rhodes, Warner, Watkins

NAYS: None

ABSENT: Biscanin, Garner, Torres

ABSTAIN: None

Committee Reports

Development

Commissioner Watkins noted that the Development Committee met a couple of weeks ago to receive the preliminary report from the firm hired to take a look at Juniper Gardens. Along with Commissioner Watkins, those also present were: Commissioner Barber, Gregg Gibson, Melinda Linnell, Milton Scott, Tony Shomin and InSite Planning which is the consultant. InSite Planning was tasked with reviewing the data over the last 25 years as it relates to the redevelopment of Juniper Gardens and the northeast area. They took those reports and went to the property and interviewed a number of individuals, both residents and staff, to get a feel for the development and landscape. InSite Planning has provided a four page report and a final copy will be circulated to the board. Commissioner Watkins noted that some of the findings we already know, but we are going to look at why we are always in the red with Juniper Gardens, the aging facility, general conditions, etc. In doing its review, InSite Planning came across a facility similar to Juniper Gardens which is located in Lexington, Kentucky. They are about 20 years ahead of us. The construction is similar. It was a segregated community which has now been integrated. They have done many of the same things we have done with Juniper Gardens, but the perception never changed. Commissioner Watkins noted the board will have to make a decision on what to do with Juniper Gardens. The report is only 4-5 pages and will be distributed once it comes back. InSite Planning will be providing a recommendation on what we can do moving forward. Commissioner Barber added that the two main points are the cost due to the age of the facility and other factors and secondly there is a bigger issue as evidenced by the Lexington, Kentucky project, which due to the surrounding area, there are other issues that need to be addressed. Commissioner Banks questioned if we are tied in with other stakeholders such as the Unified Government. Commissioner Watkins noted we have taken a Juniper-centric approach, but we are willing to engage the Unified Government as we move forward as they will need to play a significant role. He noted that two

things need to happen: 1) plan a retreat for the fall and 2) participate in a joint meeting with the Unified Government. He added that right now they are looking at what we have and the justification to do what needs to be done. Commissioner Banks asked that the board discuss specific dates, at the next board meeting, for the planning meeting in October.

Commissioner Barber added that one of the things noted in the report was that Juniper Gardens has been an anchor in the northeast community and if it went away, the area would deteriorate much faster. The housing authority has an opportunity to play a leadership role in any redevelopment plans for the area. Commissioner Watkins noted that the consultants are tasked with identifying partners that will work with us, and area churches have been identified as one of the potential partners.

Resident Participation

Ms. Duke provided a written handout. Their last meeting concerned Juniper Gardens and how to involve the people in that community. She noted that Ms. Kline was doing a good job in that area. Ms. Davis-Mays called a meeting to involve the young people coming together to focus on more productive things rather than violence and drugs. She noted that Mr. Briggs (*with Unity in the Community*) has a vision to rebuild the community and bridge the gap with the community and law enforcement. He is selling t-shirts and the money will help with the resources needed for the August 13, 2016 *Unity in the Community* event. Community Duke asked the board to buy a t-shirt and participate on August 13th. Partners are Unified Government, Livable Neighborhoods, etc. She stressed that it takes a community to raise a child. She expressed that Mr. Briggs is a great help to the community. Mr. Scott added that Marie Kline and Commissioner Garner were also instrumental in bringing the event to Juniper Gardens. *Unity in the Community* will be held Saturday, August 13, 2016 from noon to 6pm. Ms. Davis-Mays was asked to help coordinate the event.

Finance

Commissioner McDonald noted that the Finance Committee has not met, but is scheduled to meet when the auditors come. Ms. Meeks noted the auditors will be here the week of August 15 and again September 6—8. The exit interview will be September 8 and that is when the Finance Committee will meet again.

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

Commissioner Watkins made a motion to accept the committee reports. Commissioner Barber seconded the motion and the following vote was recorded:

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

New Business Consent Items

Commissioner McDonald made a motion to accept Resolution Nos. 3322 and 3323. Commissioner Watkins seconded the motion and the following vote was recorded:

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

Resolution No. 3322, authority to donate 18 refrigerators and 1 range.

This resolution authorizes the donation of 18 refrigerators and one range as identified by the manufacture serial numbers and PHA decal numbers. These appliances will be donated to Habitat for Humanity Re-Store, a non-profit entity that provides financial support to Habitat for Humanity.

Motion carried.

RESOLUTION NO. 3322—AUTHORITY TO DONATE 18 REFRIGERATORS & 1 Range.

Resolution No. 3323, authorizing the disposal of scrap metal.

This resolution authorizes the disposal of 18 ranges and five refrigerators which are identified by manufacturer serial numbers and PHA decal numbers. The value for these appliances will be determined by scrap metal weight.

Motion carried.

RESOLUTION NO. 3323—AUTHORITY TO DISPOSE OF SCRAP METAL.

Commissioner Watkins expressed that we all know what happened the last couple of days and that we should all think prayerfully about what we can do for the officer's family and for his service to us as an institution. He said the article in the paper was very good and reflected very well on the agency. He noted that he would be behind doing something to honor his service to us in a way that makes sense for the group.

Commissioner Banks noted there was a vigil last night, visitation is tomorrow night and the funeral services are Saturday at Children's Mercy Park. He was not sure what the past practices are for this agency, but a fund has been started and there will be other things, as well. The best he could offer at this point would be for the Chair to identify something and make everyone aware. The public is invited to the service and after the dust clears there are ancillary things that will be done community-wide. It will take the faith based community, the government and major stakeholders like us to come to the table and discuss how to move forward as a community. He thanked Commissioner Watkins for his suggestion. With no further discussion the meeting was adjourned.

Commissioner Watkins made the motion to adjourn. Commissioner Warner seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Breitenstein, Duke, Frey, McDonald, Rhodes, Warner, Watkins

NAYS: None

ABSENT: Biscanin, Garner, Torres

ABSTAIN: None

Motion carried.

Rev. Jimmie L. Banks, Commissioner

Milton Scott, Acting Executive Director

EXECUTIVE DIRECTOR'S REPORT

August 2016

1. On July 22, 2016 I was invited to attend an informal luncheon meeting with Brennan Crawford, Interim Director, Community Housing of Wyandotte County; Chairman John P. Biscanin; Commissioner P. Anne McDonald; and Unified Government Commissioner Brian McKiernan regarding continued collaborative housing opportunities for the two agencies.
2. On August 10, 2016 Paula Draves, Director of Section 8; Tony Shomin, Director of Facilities Management; Cherrie Escobar, Section 8 Coordinator and I met with Unified Government staff Wilba Miller, Director of Community Development; Joe Monslow and Tina Moessner to discuss the Project-Based Section 8 program and HUD environmental reviews.
3. 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 July 31, 2016**

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$105,429.98	Liberty
Payroll Account	0.00%		\$87,623.40	Liberty
ACH Pymt Account	0.15%		\$2,551.49	Liberty
Rent Depository Account (NEW)	0.00%		\$618,279.52	Brotherhood
Rent Bank Deposit Accounts	0.75%		\$66,843.78	Various
Homeless Prevention Program	0.75%		\$5,466.64	Brotherhood
Sponsorship Program	0.75%		\$20,910.71	Brotherhood
Section 8 Checking (NEW)	0.00%		\$701,180.26	Brotherhood
EPC Replacement Reserve Acct	0.15%		\$38,537.83	Liberty
Community Hsg Inv Group			\$47,795.00	Liberty
CD#32863	0.54%	09/04/16	\$500,000.00	Liberty
CD#119583624	0.45%	02/24/17	\$500,000.00	Brotherhood
CD#120245349	0.50%	08/26/17	\$500,000.00	Brotherhood

(a) Represents Rates as of August 10, 2016 provided by Banks.

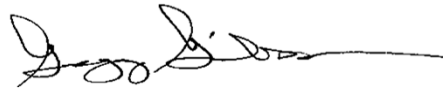
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Gregg Gibson
Director of Finance

**Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of July 2016**

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$57,726.19	(\$18,221.76)	\$39,504.43
Total Charges to Tenants for Month			\$402,392.77
Delinquency Ratio			9.82%
Petitioned to Court Last Month (<i># of Summons Issued</i>)			29
Praecipes Issued (<i># on Setout List</i>)			14
Evictions (<i># Set Out</i>)			8
Pending Evictions (<i># Placed on Hold</i>)			1



Gregg Gibson
Director of Finance

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of JULY'16

CONTRACT COSTS

Universal Protection Service	\$5,185.20
Universal Protection Service	\$2,503.20

MAINTENANCE COSTS

Able Auto Service	\$2,597.91
Booney's Lawn Service	\$3,075.00
Booney's Lawn Service	\$3,075.00
Booney's Lawn Service	\$3,075.00
Booney's Lawn Service	\$3,075.00
Booney's Lawn Service	\$3,075.00
Carpet Corner	\$2,314.20
Deffenbaugh Industries Inc	\$3,792.58
Envirotech Heating & Cooling	\$1,639.00
Goode Developing & Associates	\$3,400.00
Home Depot Supply	\$1,534.72
Jim's Services	\$1,300.00
Jim's Services	\$1,165.00
Lippert Mechanical Serv. Corp.	\$1,398.36
Lippert Mechanical Serv. Corp.	\$1,147.31
Lippert Mechanical Serv. Corp.	\$1,082.19
Maintenance USA	\$1,124.70
Massco Inc	\$1,546.96
MC Flooring Inc	\$2,360.00
Minnesota Elevator Inc	\$9,639.00
Minnesota Elevator Inc	\$4,284.80
National Fire Suppression	\$3,989.00
Oscar's Maintenance Service Corp., LLC	\$1,580.00
Oscar's Maintenance Service Corp., LLC	\$1,415.00
Oscar's Maintenance Service Corp., LLC	\$1,080.00
Personal Touch Lawn Service	\$1,610.00
Predator Termite & Pest Control	\$4,219.40
Presto-X	\$1,350.00
Renso's Auto Repair	\$1,419.60
S&G Chemical Company	\$1,823.40
Sherwin-Williams Co.	\$4,025.59
SOS Pest Control	\$1,350.00
Stanion Wholesale Electric Co.	\$1,132.64

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of JULY'16

***MAINTENANCE COSTS* (cont'd)**

Supplyworks	\$2,489.64
Supplyworks	\$1,417.60
Three Sons Construction	\$9,700.00
Water Improvement Services	\$1,410.00
Wilmar Industries	\$1,244.76
Zep Manufacturing Co	\$1,373.26

MISCELLANEOUS COSTS

Alexander Open Systems	\$6,473.06
Alexander Open Systems	\$1,397.50
AT&T	\$1,089.32
Kinkos Fedex	\$2,223.98
Lockton Companies	\$15,414.25
Mike Price	\$1,650.00
Postmaster	\$5,000.00
Staples Advantage	\$2,050.90
Time Warner Cable	\$1,270.37
US Bank Equipment	\$1,413.40
WEX Bank	\$4,271.58

OTHER GRANT COSTS

Davidson & Associates Inc.	\$2,878.83
Insite Planning LLC	\$2,333.45
Frye Construction Co., Inc	\$218,244.68

PAYROLL COSTS

AETNA	\$86,259.40
Colonial Life & Accident	\$4,898.04
Delta Dental	\$4,351.62
Kansas Payment Center	\$2,292.90
KPERS Retirement System	\$29,942.32
KPERS Retirement System	\$29,648.75
Nationwide Retirement	\$3,094.08
Nationwide Retirement	\$3,094.08
UMB Health Savings Acct.	\$4,017.25
UMB Health Savings Acct.	\$3,932.25

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of JULY'16

INTERBANK TRANSFERS

Liberty Gen Fund to Payroll Transfers	\$180,800.00
Liberty Gen Fund to Payroll Transfers	\$194,400.00
Liberty Gen Fund to ACH Transfers	\$36,700.00
Liberty Gen Fund to ACH Transfers	\$32,100.00
BBT Gen Fund to Liberty Gen Fund	\$400,000.00

UTILITIES COSTS

Board of Public Utilities	\$72,216.97
Board of Public Utilities	\$40,207.15
Board of Public Utilities	\$32,312.93
Board of Public Utilities	\$29,021.42
Constellation New Energy-Gas	\$1,142.36
Kansas Gas Service	\$8,589.42
Kansas Gas Service	\$5,361.06



Gregg Gibson
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending June 30, 2016

	CEN OFFICE YR TO DATE	% 25%	CEN OFFICE BUDGET	PUBLIC HSG YR TO DATE	% 25%	PUBLIC HSG BUDGET	SECTION 8 YR TO DATE	% 25%	SECTION 8 BUDGET
OPERATING INCOME:									
Dwelling Rent				\$1,138,145.45	26%	\$4,414,512.00			
Fraud Recovery Income									
Interest Income	\$182.85	35%	\$520.00			\$870.00			
Tenant Income				\$65,974.95	23%	\$281,397.00			
Other Income	\$5,457.74	52%	\$10,500.00	\$42,350.18	34%	\$124,739.00	\$1,535.82	47%	\$3,300.00
Fee for Services - COCC	\$532,171.37	27%	\$1,987,498.00						
Management Fees	\$444,178.44	21%	\$2,081,604.00			\$443,094.00			
Total Operating Income	\$981,990.40	24%	\$4,080,122.00	\$1,246,470.58	24%	\$5,264,612.00	\$1,535.82	47%	\$3,300.00
Operating Subsidy				\$1,943,735.00	26%	\$7,383,526.00			
Prior Year Subsidy									
Section 8 Admin Fees							\$211,567.00	25%	\$831,074.00
Total Operating Receipts	\$981,990.40	24%	\$4,080,122.00	\$3,190,205.58	25%	\$12,648,138.00	\$213,102.82	26%	\$834,374.00
OPERATING EXPENSES:									
Administrative Salaries	\$261,196.80	29%	\$912,894.00	\$234,372.56	22%	\$1,067,618.00	\$72,398.24	24%	\$306,853.00
Management Fees				\$360,659.94	25%	\$1,451,521.00	\$83,518.50	24%	\$351,780.00
Other Admin Expenses	\$51,216.57	25%	\$206,298.00	\$57,837.07	35%	\$165,850.00	\$3,427.28	11%	\$31,484.00
Tenant Service Salaries				\$1,288.39					
Resident Assoc Expenses				\$1,149.00	5%	\$24,862.00			
Other T/S Expenses				\$279.45	2%	\$16,599.00			
Utilities	\$7,440.78	26%	\$28,232.00	\$451,764.14	17%	\$2,597,846.00			
Maintenance Salaries	\$336,266.03	25%	\$1,329,044.00	\$310,160.66	21%	\$1,445,779.00			
Maint Materials	\$128,475.37	23%	\$565,547.00	\$39,359.23	17%	\$233,460.00			\$3,200.00
Fee for Services - COCC				\$532,171.37	27%	\$1,987,498.00			
Other Maint Contracts	\$47,358.14	37%	\$129,000.00	\$240,486.04	24%	\$983,642.00	\$204.60	9%	\$2,400.00
Security Salaries									
Other Security Expense	\$736.12	18%	\$4,031.00	\$41,003.50	30%	\$136,613.00			
Insurance	\$26,225.57	24%	\$108,841.00	\$100,617.82	24%	\$412,999.00	\$4,617.64	23%	\$20,098.00
Terminal Leave Payments									
Employee Benefit Contributions	\$174,957.07	22%	\$780,310.00	\$148,405.71	17%	\$854,129.00	\$19,654.99	19%	\$104,278.00
Collection Losses				(\$5,921.19)	-6%	\$95,230.00			
Interest Expense				\$173,466.54	26%	\$678,531.00			
Other General Expense	\$963.49	13%	\$7,500.00	\$649.34	8%	\$8,641.00	\$6,972.70	27%	\$25,550.00
Total Routine Expenses	\$1,034,835.94	25%	\$4,071,697.00	\$2,687,749.57	22%	\$12,160,818.00	\$190,793.95	23%	\$845,643.00
Extraordinary Maintenance									
Depreciation Expense									
Proceeds from Sale of Equip									
Casualty Losses - Net									
Total Operating Expenses	\$1,034,835.94	25%	\$4,071,697.00	\$2,687,749.57	22%	\$12,160,818.00	\$190,793.95	23%	\$845,643.00
Prior Year Adjustments									
Total Operating Expenditures	\$1,034,835.94	25%	\$4,071,697.00	\$2,687,749.57	22%	\$12,160,818.00	\$190,793.95	23%	\$845,643.00
Gain/(Loss) from Operations	(\$52,845.54)		\$8,425.00	\$502,456.01		\$487,320.00	\$22,308.87		(\$11,269.00)



Gregg Gibson
Director of Finance

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

CUSTOMER SERVICE & SATISFACTION SURVEY - JULY 2016

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
07/01/16	164	7	171	4	4	0	3
07/05/16	100	9	109	3	3	0	6
07/06/16	108	11	119	4	4	0	7
07/07/16	129	14	143	6	6	0	8
07/08/16	146	5	151	2	2	0	3
07/11/16	89	7	96	2	2	0	5
07/12/16	83	13	96	7	7	0	6
07/13/16	54	9	63	1	1	0	8
07/14/16	177	9	186	3	3	0	6
07/15/16	111	10	121	6	6	0	4
07/18/16	93	14	107	5	5	0	9
07/19/16	109	11	120	4	4	0	7
07/20/16	80	12	92	5	5	0	7
07/21/16	83	6	89	2	2	0	4
07/22/16	147	13	160	5	5	0	8
07/25/16	70	22	92	4	4	0	18
07/26/16	107	29	136	8	8	0	21
07/27/16	119	9	128	3	3	0	6
07/28/16	106	4	110	2	2	0	2
07/29/16	131	20	151	8	8	0	12
TOTAL	2,316	247	2,563	89	89	0	158

(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 36% of the service work orders completed
- (b) No Response 64% 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	87	75	162
Units in Mod	0	27	27
Fire Units	4	1	5
Rentable Units	83	47	130
Move-Ins	14	19	33
Move-Outs	24	25	49
Units Available	9	12	21
Units Readied in JUL	12	25	37

Occupancy Report (F)

Occupancy Report
August 13, 2016

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 JUNIPER GARDENS	265	235	30	89%	92%
K1-2 ST. MARGARETS PARK	100	92	8	92%	97%
K1-3 CYRUS K. HOLIDAY	60	52	8	87%	9000%
K1-4 WYANDOTTE TOWERS	302	294	8	97%	94%
K1-5 BELROSE MANOR	90	83	7	92%	% 94%
K1-6 Elderly DOUGLAS HEIGHTS	101	96	5	95%	95%
K1-6 Family DOUGLAS HEIGHTS	99	91	8	92%	90%
K1-7 SCATTERED SITES	24	19	5	79%	92%
K1-9 SCATTERED SITES	30	30	-	100%	100%
K1-10 SCATTERED SITES	42	37	5	88%	95%
K1-11 GRANDVIEW PARK	39	35	4	90%	95%
K1-12 CHALET MANOR	66	58	8	88%	95%
K1-13 WELBORN VILLA	80	79	1	99%	99%
K1-14 BETHANY PARK TOWERS	153	144	9	94%	95%
K1-15 SCATTERED SITES	20	18	2	90%	90%
K1-17 GLANVILLE TOWERS	108	101	7	94%	94%
K1-18 ROSEDALE TOWERS	122	115	7	94%	98%
K1-20* WESTGATE TOWERS	163	130	33	80%	77%
K1-21 SCATTERED SITES	8	4	4	50%	63%
K1-22 WESTGATE VILLA	20	19	1	95%	95%
K1-23 SCATTERED SITES	38	38	-	100%	100%
K1-24 PLAZA TOWERS	115	108	7	94%	99%
K1-25 SCATTERED SITES	12	11	1	92%	92%
Sub-Total before Adjustments	2,057	1,889	168	92%	93%
Less: # of Deprogrammed Units	45		45		
Less: # of Units Under Modernization	38		38		
(*) Modernization Units					
Total Units Available for Occupancy	1,974	1,889	85	96%	97%

MODERNIZATION AND DEVELOPMENT REPORT AUGUST 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 and lighting. K1-20 Westgate Tower Interior Modernization (Phase III, Floors 4, 5 and 6) project is closed out.

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.

K1-20 WESTGATE TOWER INTERIOR MODERNIZATION (PHASE IV, FINAL PHASE, FLOORS 3, 2 AND 1)

Bids closed on March 30th, 2016. The Board authorized the contract at the April 21st, 2016 meeting. Pre-construction meeting was held on April 22, 2016. Notice to Proceed was given on April 22, 2016. The replacement, installation and insulation of the HVAC stack piping is complete on the first floor. 3rd floor demolition is complete. Plumbing, electrical rough-in, drywall installation, drywall finishing, door installation, sprinkler systems installation and closet shelving are complete. VCT floor installation and painting are in progress. 2nd floor demolition is complete. Plumbing, rough-in, sprinkler systems installation, framing and electrical rough-in are in progress.

K1-54 SCATTERED SITES(15), PLAYGROUND REPLACEMENT

Bids closed on March 29th, 2016. The Board rejected the bid received for this project at the April 21st, 2016 meeting. This project was divided into the concrete work and the playground equipment purchase and installation. Three bids were received for the concrete work and three bids were received for the playground equipment purchase and installation. The low bidder for the concrete work is McConnell & Associates Corp., with a bid of \$27,157.00. The low bidder for the playground equipment purchase and installation is Fry & Associates Inc., with a bid of \$36,735.00. Both bids were below \$75,000 and therefore did not require board approval. Contracts were awarded. Pre-construction meetings was held on 7.14.16. Play equipment is on order. Concrete slab installation is scheduled to start mid to late August.

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 2015 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.

K1-54 SCATTERED SITES(23), HVAC IMPROVEMENTS

Bids closed on April 6th, 2016. The Board authorized the contract at the April 21st, 2016 meeting. Pre-construction meeting was held May 11th, 2016. HVAC units are on order. Notice to proceed was issued June 28th, 2016. Equipment is on order.

K1-57 WESTGATE TOWER(20), WINDOW IMPROVEMENT

Bids closed on May 4th, 2016. . The Board authorized the contract at the May 19, 2016 meeting. Pre-construction meeting was held June 1st, 2016. Notice to proceed was issued June 17th, 2016. Windows have been assessed and materials have been ordered. Equipment is on order.

2015 Emergency Safety and Security Grant

The Housing Authority applied for and was awarded an Emergency Safety and Security Grant. The funding amount for this grant is \$297,750.00. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. This funding will be used for security camera improvements at four of our tower developments: Wyandotte Tower, Bethany Park Tower, Douglas Heights, and Westgate Tower.

K1-55, Wyandotte Tower, K1-56 Bethany Park Tower and Douglas Heights High-rise, and K1-57, Westgate Tower Security Camera Improvement.

Bids closed on May 3rd, 2016. The Board authorized the contract at the May 19th, 2016 meeting. Preconstruction meeting was held on June 6th, 2016. Equipment is being ordered and notice to proceed will be issued when equipment is delivered.

CAPITAL FUND PROGRAM 2016

The funding amount for this program is \$2,910,265.00. The public hearing and final budget were presented to the residents on December 2nd, 2015. The Capital Fund Program 2016 was approved at the December 17th, 2015 Board meeting. Approval of the 2016 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

AUGUST 2016

SUBMITTED BY

SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDNIATOR

The Public Housing Resident Council is on sabbatical for the month of July. Regular meetings will resume in August.

Mr. Richard Mabion introduced me at the local NAACP meeting on July 5, 2016. The members were excited to know that the KCK Housing Authority has programs that assist the residents with upward mobility.

Our agency held a community partner meeting on July 7, 2016 to prepare for an event for Juniper Gardens' residents. Mr. Michael Briggs, co-founder of Unity in the Community, introduced his idea of wanting to give back to the community where he once lived as a youth. The goal of the event is to bridge the gap between the community and law enforcement. The community partners who plan to commit to this effort are as follows: KCK NAACP Chapter, KCK Black Police Officers and Firefighters, Bishop Sullivan, El Centro, Connecting for Good, Workforce Partnership-State Research Extension, Family Conservancy, and the Juniper Gardens Resident Council. Commissioner Tyrone Garner is in support of this event and wants to ensure that we focus on the residents of Juniper Gardens and help the residents to improve their quality of life. The event will take place on Saturday, August 13, 2016 from noon until 6pm.

I met with Jessica Royer, owner and Jason Kelso, program coordinator of Rollin Grocer, a local food chain that provides food to urban areas. The Rollin Grocer was designed due to grocery stores fading away from the lower social economic communities. Mrs. Royer explained that Rollin Grocer has been presented in the Kansas City, Missouri area; and they saw a great need here in Wyandotte County, as well. While touring the area, their staff saw that our residents were limited to just the dollar stores which do not provide fresh produce and fresh meat. The Rollin Grocer accepts EBT card, cash, debit cards and credit cards. An invitation was extended to the staff of Rollin Grocer to present its product to our Public Housing Resident Council members at the meeting in August 2016.

On July 18, 2016 the first mailing went out to all residents of Public Housing and the Housing Choice Voucher Program. The mailing was to inform residents of how to obtain nominations for the Resident Commissioner's seat on the Board of Directors for the Kansas City, Kansas

Housing Authority. Nominations are due back to the agency by August 8, 2016. Approximately 3,150 notices were mailed out to the residents of both programs.

I met with Mr. Michael Briggs, co-founder of Unity in the Community, on July 20, 2016. This meeting was held to update me on the progress he was making with obtaining workers for the event on August 13, 2016. Mr. Briggs provided me with the names of all the workers. Additionally, Mr. Briggs shared that his organization received a financial donation from Rev. Mabion. Mr. Briggs is reaching out the community for support and is selling t-shirts to help fund the event. Those working the event will wear the t-shirts.

On July 22, 2016 I attended the visitation for Captain Dave Melton who lost his life in the line of duty. Captain Melton provided service to our Juniper Gardens housing development.

On July 25, 2016 I attend the Bethany Park Towers Resident Association monthly meeting. Mr. Alvin Sykes, President of Bethany Park Towers Resident Association, informed the residents that he plans to resign his position by the end of the year. Mr. Sykes shared that his work takes him away from giving good service to the residents. I will work with the residents of Bethany Park Towers to guide them through the process of obtaining a new president.

Report I**Section 8 Monthly Units and HAP Payments**

Month	Year	Units	HAP
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
May	2015	1366	687,573
June	2015	1382	717,840
July	2015	1419	753,465
August	2015	1467	786,044
September	2015	1458	770,764
October	2015	1458	784,914
November	2015	1455	790,383
December	2015	1436	782,547
January	2016	1443	795,396
February	2016	1423	794,625
March	2016	1425	797,410
April	2016	1427	796,418
May	2016	1424	806,373
June	2016	1432	816,641
July	2016	1423	817,456
August	2016	1428	842,513

Kansas City, Kansas Housing Authority
 Move-Ins and Move-Outs - November 2013 Through July 2016

Month	Move-Ins	Move-Outs
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	32
Feb-16	30	21
Mar-16	36	48
Apr-16	38	27
May-16	31	33
Jun-16	41	47
Jul-16	26	42

