



## **Agenda**

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

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**Thursday, September 15, 2016 - 12:00 p.m.**

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

- I. Roll Call**
- II. Approval of the Minutes**
  - Regular Board Meeting - August 18, 2016
- III. Acting Executive Director's Report**
- IV. Committee Reports**
- V. New Business Consent Items**
  - A. Resolution No. 3324**                      **Resolution Recognizing Maria Torres for her Valuable Service to the Housing Authority of the City of Kansas City, Kansas**
  - B. Resolution No. 3325**                      **Collection Loss Write-Off**
  - C. Resolution No. 3326**                      **Authority to Donate 20 Refrigerators and 5 Ranges**
  - D. Resolution No. 3327**                      **Authority to Dispose of Scrap Metal**
- VI. New Business Discussion Items**
  - A. Presentation**                              **Section 8 Department - *Paula Draves, Director***
- VII. Executive Session**
- VIII. Adjournment**

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

Thursday, August 18, 2016  
12 noon

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

On the 18th day of August 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:

John P. Biscanin, Chairman  
John Breitenstein, Commissioner  
Robert G. Frey, Commissioner  
Tyrone Garner, Commissioner  
Timothy J. Rhodes, Commissioner  
Alvin Sykes, Commissioner  
Linda Warner, Commissioner  
Matt Watkins, Commissioner (via conference call)

ABSENT: Rev. Jimmie L. Banks, Commissioner  
Jacques Barber, Commissioner  
Theresa A. Duke, Commissioner  
P. Anne McDonald, Commissioner

ALSO PRESENT: Milton Scott, Acting Executive Director  
Paula K. Draves, Director of Section 8  
Cherrie Escobar, Section 8 Coordinator  
Gregory T. Gibson, Director of Finance  
Gerald Glavin, Superintendent  
Melinda Linnell, Director of Housing Management  
Sharron Davis-Mays, Self-Sufficiency Coordinator  
Benice Meeks, Assistant Director of Finance  
Jacqueline D. Randle, Executive Services Manager  
Elaine Stroud, Assistant Director of Housing Management  
Judge Robert L. Serra  
Senator David Haley  
Monroe Dodd  
Corey Wiebel  
Carolyn Wyatt  
Michael Briggs  
Douglas Deutsche  
Charles Wilson

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Chairman Biscanin called the meeting to order and roll call was taken. Judge Robert L. Serra presented the oath of office to Commissioner Alvin Sykes.

Chairman Biscanin recognized Senator David Haley as being in attendance. Senator Haley voiced his appreciation for the work the housing authority provides and noted that he hopes to be a voice for the people of this community. With this, Senator Haley exited the meeting in route to Wichita, Kansas.

Chairman Biscanin asked for a motion to approve the minutes of July 21, 2016. Commissioner Frey made the motion and Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Biscanin, Breitenstein, Frey, Garner, Rhodes, Warner, Watkins

NAYS: None

ABSENT: Banks, Barber, Duke, McDonald

ABSTAIN: Sykes

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### **Acting Executive Director's Report**

- Mr. Scott noted that on July 22, 2016 he visited Unified Government Commissioner McKiernan, Chairman Biscanin, Commissioner McDonald and Brennan Crawford of Community Housing of Wyandotte County. We discussed continued collaborative housing opportunities and how to get staff involved.
- Housing staff met with Wilba Miller with Community Development of the Unified Government and her staff on August 10, 2016 and it gave us a chance to discuss the Project-based Section 8 program and the HUD environmental reviews which gave us a chance to look at ways to continue to work together.
- There was an event entitled, *Unity in the Community*, held on August 13, 2016 at Juniper Gardens. A brochure was handed out to the Board. Mr. Scott then turned the discussion over to Commissioner Garner.
- Commissioner Garner introduced Brother Mike (Michael Briggs), a local community organizer, who approached him with *Unity in the Community* initiative. Brother Mike gave his vision of people of all races coming together to support one another and bring about unity. He wanted to reach out to those in our community that are most in need as a starting point. Brother Mike selected Juniper Gardens for the event and asked for support. They met with Ms. Maria Kline who is not present today.

Commissioner Garner asked that Ms. Kline be kept in our prayers. Ms. Kline took the idea to our Executive Director who got Ms. Davis-Mays involved. Ms. Davis-May led the coordination with Brother Mike, Commissioner Garner's support, the Housing Authority and many other organizations. Commissioner Garner noted that *Unity in the Community* was a resounding success. We feed about 300 families and up to 1,000 free meals were given out. There was a lot of community support and resident involvement. Commissioner Garner thanked Brother Mike for his vision. He thanked the Board, Executive Director and Chair for their support. He recognized Ms. Davis-May for doing the heavy lifting, as she worked hard to pull everything together. It was an ultimate success due to the hard work and dedication of Ms. Davis-Mays which she was able to do in a very short period of time, with limited resources and very little money. He recognized her commitment to the residents and noted that she was a valued member of the Housing Authority. Commissioner Garner gave a special recognition to Ms. Davis-Mays who worked really hard to make sure the residents and Housing Authority had something to be proud of. He noted there was standing room only and there were no incidents. The Chief of Police and Fire departments, and other community leaders came out in support. Commissioner Garner then presented Ms. Davis-Mays with a token of appreciation for her work. *Staff applauded.* Chairman Biscanin acknowledged Brother Mike for his vision and agreed that Ms. Davis-Mays has been a valuable employee since she arrived with a wealth of experience from Kansas City, Missouri and Johnson County Housing Authorities. He acknowledged Commissioner Garner for his participation as well.

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## **Committee Reports**

### Finance

Commissioner Rhodes indicated that the auditors left this morning and so far things look good. There are no findings. The auditors will be returning the week of September 12, 2016. They plan to conduct the exit conference on Wednesday, September 14, 2016 at 4pm. If more time is needed, the exit conference will take place during the board meeting on Thursday, September 15, 2016. Chairman Biscanin indicated that having no findings speaks well of the quality of staff and their hard work and he thanked staff.

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

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## **Emergency Action Plan**

*There were no resolutions to be voted on.* Discussion proceeded to the review of the Emergency Action Plan (EAP). Mr. Scott indicated the EAP was sent out electronically and a bonded copy was provided today. There was discussion last month about the EAP and how staff reacted to the fire at Rosedale Towers. He noted that the EAP is a draft and we are still seeking input. The discussion was then turned over to Mrs. Linnell. She noted that the EAP is being reviewed as a result of the fire at Rosedale Towers. The EAP has been combined with the ERP or Emergency Resident Plan. The first half of the book outlines the emergency action plan and is for staff only. This plan is available at all sites to assist staff with what should be done in any emergency. The second half is the ERP and every resident will have this plan available to them so they know what to do in the case of an emergency. Ms. Linnell explained that we are getting input from the Fire Department for the EAP. We are also working with the Community Policing Department. We will be talking to Deputy Chief Garner regarding hostage procedures and bomb threats. The EAP will be used to make sure we are covered with our employees and residents. She concluded that this represents our start and the Board is more than welcome to offer input.

Mr. Glavin noted that the alarm system information is located in the back of the booklet. Each high-rise has information posted regarding how to operate the fire alarm system and the directions are listed step-by-step in the manual. He discussed *Shelter in Place* and how effective this is to keep everyone in their units until the Fire Department arrives. Chairman Biscanin asked if the alarm system was in a secure place where only staff has access. Mr. Glavin noted that was correct. The alarm system is located in the manager's office at every site. There is a lockbox that has keys for the Fire Department and staff. Chairman Biscanin asked if the system could be inactivated and Mr. Glavin indicated it could not. Commissioner Rhodes questioned if the lockbox was located outside for the Fire Department. Mr. Glavin noted the lockbox is currently on the inside, but he is getting them put on the outside at every high-rise. Chairman Biscanin asked if there would be fire drills and training. Mrs. Linnell noted that was correct and we are working with the Fire Department to get this set up. We will begin with Wyandotte Towers and then move into the other areas for a fire drill. Chairman Biscanin discussed having a video made and Ms. Linnell indicated we are working with having a group to provide a video for us. We are hoping to use students from UMKC to prepare this video as they worked with us previously in

the resident selection department. This video would be shown to new residents and at Resident Association meetings.

Commissioner Frey asked what occurs if someone notices a fire. Mr. Glavin noted that smoke detectors will set the alarm off which goes over to Wyandotte Towers and they will call the Fire Department. The system automatically records where the fire is located.

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### **Board Retreat**

Chairman Biscanin suggested having the Board retreat on Saturday, October 15, 2016 from 9am—1pm in a place to be determined. We have used the Jack Reardon Center and Kansas City, Kansas Public Library on 82<sup>nd</sup> and Parallel. We want to do this as inexpensively and effectively as possible. He asked that staff work on this and we will get the information out as it becomes available. Chairman Biscanin asked the Board to get information to Mr. Scott on things they would like discussed at the retreat. He further asked that the Board keep the vision of the housing authority in mind as they prepare for the retreat, and he looks forward to everyone's input.

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Commissioner Sykes asked for the status of the neighborhood planning grant that the housing authority and Unified Government were collaborating on. Chairman Biscanin noted we were unsuccessful. Commissioner Sykes questioned if a reason was given. Commissioner Watkins noted that no one in Region VII received a grant and we would just have to come back stronger next time.

Commissioner Sykes introduced two officers from the resident associations. They were: Douglas Deutsche, Secretary of Glanville Towers and Charles Wilson, President, Glanville Towers.

Commissioner Sykes noted that he appreciates the opportunity to serve on the KCKHA Board. He joined Deputy Chief Garner in asking that you think and pray for Maria Kline, President of Juniper Gardens. He indicated that Maria Kline would be here today if it were not for health concerns. He said that he would not be here today, in part, if it were not for Maria Kline. Commissioner Sykes noted that he would do his best on behalf of the residents, Board and employees. He would try to increase the quality of life for the residents of public housing. Chairman Biscanin noted that we have appreciated Commissioner Sykes' and

Ms. Kline's attendance at the Board meetings over the years. He offered his best wishes and prayers for both of them.

Commissioner Garner asked was there a slight surplus with the last budget. He asked where we are with the budget. Mr. Gibson indicated there is a report in the board packet and we are doing okay. We are positive. The COCC (Central Office Cost Center) is struggling. Public housing AMPs are doing well. Section 8 has always struggled, but is doing better than it has in the past. Commissioner Garner asked if Mr. Gibson was feeling confident about next year's budget. Mr. Gibson noted he was confident, but reserved. Commissioner Garner noted the reason he was asking is because we recognized a few of our staff members a few months back and he wanted to know the last time our staff has received pay raises or a benefit bump. Mr. Gibson noted that last year there was no cost of living (COLA) increase because those numbers come from the Bureau of Labor Statistics and there wasn't an overall bump in the cost of living. We have consistently allowed for merit increases during an employee's evaluation period. This amount has been limited to 3 percent annually. Funds have been budgeted for eligible staff members to receive a 3 percent raise for this current year. Maybe four or five years ago there was a freeze on both merit and cost of living increases. We have been consistent in giving both a cost of living and merit increase, when we could, most agencies do not do this. Commissioner Garner asked if he could be provided with the numbers on how many have received the increases. Mr. Gibson noted this information could be provided. Commissioner Garner explained that employees are working hard, and as we hit the new budget cycle, we should see what we can do in terms of providing staff with a COLA. Chairman Biscanin added that we have provided an opportunity for a merit and there was no raise in Social Security because there was no raise across the board. He noted that we should take care of our personnel whenever we can.

Commissioner Sykes noted that in the past if you had accumulated charges other than rent, there was no real attempt to collect this fee, but now even if you pay your rent, that initial amount goes to retire what you already owe before being applied to the rent. He asked for an explanation of this new program that goes into effect in August and why are we collecting it now, when it was not collected in the past. Ms. Linnell noted that Mr. Gibson could provide the steps. She further noted that residents signed a lease rider that shows how their payment is applied each month. Mr. Gibson noted that payments were first applied to repayment agreements, then rent and then other charges. He noted that we have accumulated about \$50,000 of unpaid accrued maintenance charges. There is a monthly report that shows the amount outstanding. If we take the maintenance charges out, the amount goes from 10 percent to 2 percent. There is a huge amount of maintenance charges. We use to only be able to collect maintenance charges through a breach of lease. The tenant would come in and enter into a repayment agreement. It was a long process and maintenance

charges would continue to accumulate. When we were looking to update the ACOP (Admission and Continued Occupancy Policy) that was approved in June 2016, these changes were made as part of those ACOP changes. There are a number of housing authorities that are doing the same thing to address the maintenance obligations. In order to address this, we have changed the hierarchy of how payments are being applied. Payments are first being applied to maintenance charges, repayment of rent agreements, etc. There is a phase-in process on these charges. Effective July 1, 2016 any maintenance charges are due right away. A letter was sent out to all tenants to sign this lease addendum by July 22, 2016 or there about. There was about a 98 percent response. Residents with existing balances have until November 1, 2016 to make the full payment of maintenance charges or enter into a repayment agreement. There is a finite period of time, up to six months, to pay off the maintenance charges. Technically, any new charges made after July 1, 2016 are due, but we are waiting until November 1, 2016; because administratively it is difficult to separate newer charges verses older charges. Most residents are aware of the new policy and most have been supportive, there were a few with concerns. After November 1, 2016 payments will be applied to maintenance charges and then to rent. Ms. Linnell noted the explanation is in chapter six of the ACOP. Commissioner Sykes expressed that he is supportive, but they have until November 1, 2016 to enter into a repayment agreement, so they actually have nine month to make the payments. Mr. Gibson stated that was correct. By starting early making payments, tenants would have up to three extra months to make the payment cycle. He noted that we may not see our TAR (Tenant's Account Receivables) percentages go down next year as we started so late. We live and breathe by the PHAS (Public Housing Assessment System) scoring which has two parts: FASS (financial side) and MASS (management side). Part of the MASS score is TARs and we will not score well due to the high maintenance balances. We are looking to improve upon this with the changes in how we receive payments.

Commissioner Garner apologized for not being at the last Board meeting as he was out of town on company business. He asked about the issue he brought up at the June meeting with regard to making a determination about the Executive Director position. He asked if a decision had been made on where we are going. Chairman Biscanin noted that we have not made any decisions, but could do so next time in an Executive Session or at the Board retreat on October 15, 2016. Commissioner Garner made a request to discuss the matter of the Executive Director in Executive Session at the next Board meeting in September and Chairman Biscanin agreed.



Regular Board Meeting  
August 18, 2016  
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Commissioner Frey made the motion to adjourn. Commissioner Garner seconded the motion and the following vote was recorded:

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

Motion carried.

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John P. Biscanin, Chairman

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Milton Scott, Acting Executive Director

# ACTING EXECUTIVE DIRECTOR'S REPORT

## September 2016

1. The auditors are expected to complete their review September 12—14, 2016. They plan to conduct an audit exit conference with the finance committee and applicable staff on September 14, at 4:00 PM. If they are unable to complete their work by then, the conference will be held with the entire board at the September board meeting.
2. On August 18, 2016 Jerry Glavin, Maintenance Superintendent and I visited with Shawn McGivern, Building Property Maintenance Instructor and Charles Knapp, Business and Industry Coordinator at the Kansas City Kansas Community College Technical Education Center. The housing authority and the center established formal channels by which the agency would be identified as a potential employer for their program graduates. The programs enhance the intellectual and technical skills of area residents by providing adult training, general academic and technical education, customized business and industrial training, and economic development services that prepare students and trainees for rewarding employment.
3. On August 19, 2016 Melinda Linnell, Director of Housing Management; Elaine Stroud, Assistant Director of Housing Management; Jerry Glavin, Maintenance Superintendent and I meet with Captain Mark Daley, Fire Department; and his staff to go over the agency's Emergency Action Plan (EPA). We continue to receive input from referrals that will strength the overall plan's effectiveness and implementation.
4. On August 20, 2016 the Community Housing Investment Group (CHIG) was presented with a check to be deposited in the amount of \$120,751.56 from Delaware Highlands Assisted Living (DHAL). DHAL is a Section 8 project-based assisted living community.
5. On August 25, 2016 I met with Elnora Jefferson, President of the Historic Northeast Midtown Association (HNMA) Inc., regarding an application they were preparing to submit as part of AmeriCorps National Civilian Community Corps (NCCC) service project. The housing authority was asked to write a letter of support to provide shelter for the AmeriCorps NCCC Team for the November 4, 2016 – December 17, 2016 time period. A letter of support was submitted with the understanding that due to the process to request designation for this particular use, the agency needed additional time to research the matter further.

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

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Milton Scott  
Acting Executive Director

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

Description	Rate <sup>(a)</sup>	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$14,568.93	Liberty
Payroll Account	0.00%		\$70,423.10	Liberty
ACH Pymt Account	0.15%		\$2,525.44	Liberty
Rent Depository Account (NEW)	0.00%		\$782,190.07	Brotherhood
Rent Bank Deposit Accounts	0.75%		\$81,750.84	Various
Homeless Prevention Program	0.75%		\$5,469.80	Brotherhood
Sponsorship Program	0.75%		\$20,915.71	Brotherhood
Section 8 Checking (NEW)	0.00%		\$701,180.26	Brotherhood
EPC Replacement Reserve Acct	0.15%		\$38,543.06	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 September 9, 2016 provided by Banks.

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

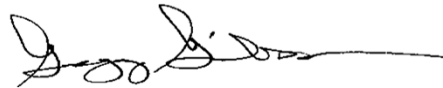


Gregg Gibson  
 Director of Finance

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

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	<b>Rent &amp; Other Charges</b>	<b>Repayment Agreements</b>	<b>Net Total</b>
Accounts Receivable (Amounts Delinquent)	\$69,731.32	(\$20,515.85)	\$49,215.47
Total Charges to Tenants for Month			\$420,224.25
Delinquency Ratio			11.71%
Petitioned to Court Last Month ( <i># of Summons Issued</i> )			35
Praecipes Issued ( <i># on Setout List</i> )			15
Evictions ( <i># Set Out</i> )			8
Pending Evictions ( <i># Placed on Hold</i> )			3



Gregg Gibson  
Director of Finance

## Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of AUGUST'16

### **\*CONTRACT COSTS\***

Universal Protection Service	\$5,006.40
Universal Protection Service	\$2,503.20
Universal Protection Service	\$2,503.20
Universal Protection Service	\$2,503.20
Universal Protection Service	\$2,503.20

### **\*MAINTENANCE COSTS\***

Best Plumbing Specialities	\$4,576.64
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
Crime Scene Cleaners	\$3,272.50
Cummins Central Power, LLC	\$1,976.40
Deffenbaugh Industries Inc	\$3,613.65
Excelsior Mfg & Supply	\$1,624.71
Ferguson Enterprises Inc	\$2,347.46
Ferguson Enterprises Inc	\$1,895.56
Ferguson Enterprises Inc	\$1,517.16
Fire & Security Solutions	\$2,666.50
General Electric Co.	\$8,980.00
Goode Developing & Associates	\$6,225.00
Goode Developing & Associates	\$3,500.00
ISC Surfaces	\$1,002.44
Johnson Controls Inc	\$10,313.25
Johnstone Supply Co	\$2,423.15
Johnstone Supply Co	\$2,185.45
Lippert Mechanical Serv. Corp.	\$1,916.95
Lowes	\$1,828.65
McCray Millwork	\$1,069.29
Midwest Bed Bug Services	\$5,050.00
Midwest Bed Bug Services	\$1,200.00
Midwest Supply Inc	\$2,167.67
Minnesota Elevator Inc	\$8,506.55
New Horizons, LLC	\$7,404.00
Oscar's Maintenance Service Corp., LLC	\$1,460.00
Oscar's Maintenance Service Corp., LLC	\$1,265.00
Oscar's Maintenance Service Corp., LLC	\$1,175.00

## Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of AUGUST'16

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

Oscar's Maintenance Service Corp., LLC	\$1,105.00
Oscar's Maintenance Service Corp., LLC	\$1,030.00
PCS	\$1,517.59
Personal Touch Lawn Service	\$3,220.00
Plakes Tree Service	\$1,025.00
Precision Plumbing & Construction	\$6,959.00
Presto-X	\$1,050.00
ServPro of Lee's Summit	\$3,842.75
Sherwin-Williams Co.	\$4,523.46
Smallwood Locksmiths, Inc	\$1,557.49
SOS Pest Control	\$2,700.00
Stanion Wholesale Electric Co.	\$7,235.86
Strasser Hardware	\$1,154.19
Supplyworks	\$4,108.62
Three Sons Construction	\$7,600.00
Three Sons Construction	\$6,725.00
Three Sons Construction	\$3,350.00
Three Sons Construction	\$3,250.00
Total Filtration Services	\$1,990.34
Trulite Glass & Aluminum	\$1,202.32
Ultra-Chem Inc	\$2,285.48

### **\*MISCELLANEOUS COSTS\***

Alexander Open Systems	\$1,985.00
American Express	\$4,381.65
AT&T	\$5,963.02
AT&T	\$1,166.33
Building Envelope Solutions LLC	\$1,648.00
HAB Inc	\$1,019.00
HARRG Inc	\$5,611.50
Kinkos Fedex	\$1,908.08
Lockton Companies	\$15,414.25
Mike Price	\$1,650.00
New Village Printing & Promotional LLC	\$1,086.80
Postmaster	\$5,000.00
Staples Advantage	\$2,523.72
The PI Company	\$2,437.50
The PI Company	\$2,425.00

## Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of AUGUST'16

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

US Bank Equipment	\$1,413.40
WEX Bank	\$3,679.16

### **\*OTHER GRANT COSTS\***

Archetype Design Group Inc	\$2,376.08
Coleman American Moving Serv	\$2,278.64
Envirotech Heating & Cooling	\$62,025.44
Fire & Security Solutions	\$20,336.00
Frye Construction Co., Inc	\$242,354.70
Insite Planning LLC	\$3,400.00
Insite Planning LLC	\$1,166.55
Mill Valley Construction	\$92,235.00
Terracon	\$16,191.68

### **\*PAYROLL COSTS\***

AETNA	\$82,837.74
AFLAC Premium Holding	\$2,860.46
Colonial Life & Accident	\$4,794.29
Delta Dental	\$4,087.00
Kansas Payment Center	\$1,171.18
Kansas Payment Center	\$1,138.50
Kansas Payment Center	\$1,033.88
KPERS Retirement System	\$29,569.13
KPERS Retirement System	\$29,025.22
KPERS Retirement System	\$28,795.44
Nationwide Retirement	\$3,094.08
Nationwide Retirement	\$3,079.08
Nationwide Retirement	\$3,014.08
UMB Health Savings Acct.	\$3,802.25
UMB Health Savings Acct.	\$3,742.25
W. H. Griffin Trustee	\$1,762.64
W. H. Griffin Trustee	\$1,392.02

**Kansas City, Kansas Housing Authority**  
Payments Over \$1,000.00  
For The Month of AUGUST'16

**\*INTERBANK TRANSFERS\***

Liberty Gen Fund to Payroll Transfers	\$178,200.00
Liberty Gen Fund to Payroll Transfers	\$173,989.09
Liberty Gen Fund to ACH Transfers	\$36,500.00
Liberty Gen Fund to ACH Transfers	\$35,773.46
Liberty Gen Fund to ACH Transfers	\$5,000.00
BBT Gen Fund to Liberty Gen Fund	\$300,000.00

**\*UTILITIES COSTS\***

Board of Public Utilities	\$99,589.24
Board of Public Utilities	\$62,524.34
Board of Public Utilities	\$46,734.44
Board of Public Utilities	\$27,677.94
Board of Public Utilities	\$10,878.89
Constellation New Energy-Gas	\$1,255.01
Kansas Gas Service	\$8,717.75
Kansas Gas Service	\$3,897.15



Gregg Gibson  
Director of Finance



**Kansas City, Kansas Housing Authority**  
**Operating Receipts and Expenditures**  
**For Period Ending July 31, 2016**

	CEN OFFICE	%	CEN OFFICE	PUBLIC HSG	%	PUBLIC HSG	SECTION 8	%	SECTION 8
	YR TO DATE	33%	BUDGET	YR TO DATE	33%	BUDGET	YR TO DATE	33%	BUDGET
<b>OPERATING INCOME:</b>									
Dwelling Rent				\$1,519,572.81	34%	\$4,414,512.00			
Fraud Recovery Income									
Interest Income	\$255.76	49%	\$520.00			\$870.00			
Tenant Income				\$84,595.15	30%	\$281,397.00			
Other Income	\$7,487.31	71%	\$10,500.00	\$61,453.99	49%	\$124,739.00	\$1,535.82	47%	\$3,300.00
Fee for Services - COCC	\$696,781.99	35%	\$1,987,498.00						
Management Fees	\$592,002.20	28%	\$2,081,604.00			\$443,094.00			
Total Operating Income	\$1,296,527.26	32%	\$4,080,122.00	\$1,665,621.95	32%	\$5,264,612.00	\$1,535.82	47%	\$3,300.00
Operating Subsidy				\$2,588,396.00	35%	\$7,383,526.00			
Prior Year Subsidy									
Section 8 Admin Fees							\$280,402.00	34%	\$831,074.00
Total Operating Receipts	\$1,296,527.26	32%	\$4,080,122.00	\$4,254,017.95	34%	\$12,648,138.00	\$281,937.82	34%	\$834,374.00
<b>OPERATING EXPENSES:</b>									
Administrative Salaries	\$368,268.00	40%	\$912,894.00	\$349,577.37	33%	\$1,067,618.00	\$109,084.64	36%	\$306,853.00
Management Fees				\$480,735.20	33%	\$1,451,521.00	\$111,267.00	32%	\$351,780.00
Other Admin Expenses	\$60,118.51	29%	\$206,298.00	\$69,061.00	42%	\$165,850.00	\$5,941.13	19%	\$31,484.00
Tenant Service Salaries				\$1,288.39					
Resident Assoc Expenses				\$1,624.00	7%	\$24,862.00			
Other T/S Expenses				\$418.74	3%	\$16,599.00			
Utilities	\$7,932.11	28%	\$28,232.00	\$640,888.89	25%	\$2,597,846.00			
Maintenance Salaries	\$507,102.61	38%	\$1,329,044.00	\$468,720.01	32%	\$1,445,779.00			
Maint Materials	\$158,841.66	28%	\$565,547.00	\$43,159.25	18%	\$233,460.00	\$223.81	7%	\$3,200.00
Fee for Services - COCC				\$696,781.99	35%	\$1,987,498.00			
Other Maint Contracts	\$59,513.89	46%	\$129,000.00	\$326,876.21	33%	\$983,642.00	\$384.87	16%	\$2,400.00
Security Salaries									
Other Security Expense	\$736.12	18%	\$4,031.00	\$49,191.90	36%	\$136,613.00			
Insurance	\$35,357.55	32%	\$108,841.00	\$135,380.46	33%	\$412,999.00	\$6,256.05	31%	\$20,098.00
Terminal Leave Payments									
Employee Benefit Contributions	\$251,010.51	32%	\$780,310.00	\$214,587.68	25%	\$854,129.00	\$28,226.43	27%	\$104,278.00
Collection Losses				(\$7,312.36)	-8%	\$95,230.00			
Interest Expense				\$231,290.50	34%	\$678,531.00			
Other General Expense	\$1,386.99	18%	\$7,500.00	\$702.02	8%	\$8,641.00	\$9,293.50	36%	\$25,550.00
Total Routine Expenses	\$1,450,267.95	36%	\$4,071,697.00	\$3,702,971.25	30%	\$12,160,818.00	\$270,677.43	32%	\$845,643.00
Extraordinary Maintenance									
Depreciation Expense									
Proceeds from Sale of Equip									
Casualty Losses - Net									
Total Operating Expenses	\$1,450,267.95	36%	\$4,071,697.00	\$3,702,971.25	30%	\$12,160,818.00	\$270,677.43	32%	\$845,643.00
Prior Year Adjustments									
Total Operating Expenditures	\$1,450,267.95	36%	\$4,071,697.00	\$3,702,971.25	30%	\$12,160,818.00	\$270,677.43	32%	\$845,643.00
Gain/(Loss) from Operations	(\$153,740.69)		\$8,425.00	\$551,046.70		\$487,320.00	\$11,260.39		(\$11,269.00)



Gregg Gibson  
Director of Finance

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

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

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
08/01/16	158	10	168	3	3	0	7
08/02/16	58	13	71	5	5	0	8
08/03/16	113	17	130	7	7	0	10
08/04/16	175	15	190	4	4	0	11
08/05/16	110	15	125	8	8	0	7
08/08/16	158	18	176	4	4	0	14
08/09/16	62	10	72	4	4	0	6
08/10/16	139	6	145	4	4	0	2
08/11/16	126	8	134	4	4	0	4
08/12/16	84	17	101	7	7	0	10
08/15/16	170	13	183	4	4	0	9
08/16/16	110	16	126	4	4	0	12
08/17/16	101	13	114	2	2	0	11
08/18/16	58	15	73	3	3	0	12
08/19/16	76	11	87	3	3	0	8
08/22/16	24	3	27	1	1	0	2
08/23/16	179	16	195	6	6	0	10
08/24/16	138	13	151	5	5	0	8
08/25/16	71	14	85	4	4	0	10
08/26/16	120	14	134	6	6	0	8
08/29/16	113	10	123	2	2	0	8
08/30/16	102	13	115	6	6	0	7
08/31/16	145	8	153	3	3	0	5
<b>TOTAL</b>	<b>2,590</b>	<b>288</b>	<b>2,878</b>	<b>99</b>	<b>99</b>	<b>0</b>	<b>189</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 34% of the service work orders completed
- (b) No Response 66% 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.

	<b>Family</b>	<b>Elderly</b>	<b>Total</b>
Total Vacancy	103	76	179
Units in Mod	2	28	30
Fire Units	4	1	5
Rentable Units	97	47	144
Move-Ins	11	22	33
Move-Outs	27	24	51
Units Available	10	9	19
Units Readied in AUG	12	21	33

**Occupancy Report**  
**September 9, 2016**

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 JUNIPER GARDENS	265	232	33	88%	92%
K1-2 ST. MARGARETS PARK	100	87	13	87%	94%
K1-3 CYRUS K. HOLIDAY	60	50	10	83%	92%
K1-4 WYANDOTTE TOWERS	302	293	9	97%	96%
K1-5 BELROSE MANOR	90	85	5	94%	92%
K1-6 Elderly DOUGLAS HEIGHTS	101	98	3	97%	97%
K1-6 Family DOUGLAS HEIGHTS	99	92	7	93%	90%
K1-7 SCATTERED SITES	24	19	5	79%	88%
K1-9 SCATTERED SITES	30	30	-	100%	100%
K1-10 SCATTERED SITES	42	34	8	81%	95%
K1-11 GRANDVIEW PARK	39	37	2	95%	85%
K1-12 CHALET MANOR	66	58	8	88%	94%
K1-13 WELBORN VILLA	80	78	2	98%	99%
K1-14 BETHANY PARK TOWERS	153	146	7	95%	95%
K1-15 SCATTERED SITES	20	18	2	90%	90%
K1-17 GLANVILLE TOWERS	108	101	7	94%	94%
K1-18 ROSEDALE TOWERS	122	113	9	93%	98%
K1-20* WESTGATE TOWERS	163	131	32	80%	77%
K1-21 SCATTERED SITES	8	4	4	50%	50%
K1-22 WESTGATE VILLA	20	19	1	95%	95%
K1-23 SCATTERED SITES	38	38	-	100%	100%
K1-24 PLAZA TOWERS	115	112	3	97%	98%
K1-25 SCATTERED SITES	12	11	1	92%	92%
<b>Sub-Total before Adjustments</b>	<b>2,057</b>	<b>1,886</b>	<b>171</b>	<b>92%</b>	<b>93%</b>
Less: # of Deprogrammed Units	45		45		
Less: # of Units Under Modernization	38		38		
<b>Total Units Available for Occupancy</b>	<b>1,974</b>	<b>1,886</b>	<b>88</b>	<b>96%</b>	<b>97%</b>

\*Modernization Units

## **MODERNIZATION AND DEVELOPMENT REPORT** **SEPTEMBER 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. The actual comprehensive grant cost certificate has been prepared and sent to HUD to close out this program.

### **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. The actual comprehensive grant cost certificate has been prepared and sent to HUD to close out this program.

## **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 30<sup>th</sup>, 2016. The Board authorized the contract at the April 21<sup>st</sup>, 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. 3<sup>rd</sup> floor is complete. Final inspection has been performed and punch list repair work is pending. 2<sup>nd</sup> floor demolition is complete.

Plumbing, rough-in, sprinkler systems installation, framing, electrical rough-in and drywall installation are in progress.

### **K1-54 SCATTERED SITES(15), PLAYGROUND REPLACEMENT**

Bids closed on March 29<sup>th</sup>, 2016. The Board rejected the bid received for this project at the April 21<sup>st</sup>, 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 meeting was held on 7.14.16. Play equipment is on order. Concrete slab and curb is complete. Sidewalk to playground is underway.

### **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 6<sup>th</sup>, 2016. The Board authorized the contract at the April 21<sup>st</sup>, 2016 meeting. Pre-construction meeting was held May 11<sup>th</sup>, 2016. HVAC units are on order. Notice to proceed was issued June 28<sup>th</sup>, 2016. All HVAC units have been installed. Contractor punch list and final inspections are pending.

### **K1-57 WESTGATE TOWER(20), WINDOW IMPROVEMENT**

Bids closed on May 4<sup>th</sup>, 2016. . The Board authorized the contract at the May 19, 2016 meeting. Pre-construction meeting was held June 1<sup>st</sup>, 2016. Notice to proceed was issued June 17<sup>th</sup>, 2016. All window components have been replaced. Final inspection was conducted on 9.2.16. Punch list items and final paperwork are pending.

### **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 3<sup>rd</sup>, 2016. The Board authorized the contract at the May 19<sup>th</sup>, 2016 meeting. Preconstruction meeting was held on June 6<sup>th</sup>, 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 2<sup>nd</sup>, 2015. The Capital Fund Program 2016 was approved at the December 17<sup>th</sup>, 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

SEPTEMBER 2016

SUBMITTED BY

SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDNIATOR

The Summer Food Program ended on July 29, 2016. There were a total of 4,186 meals served to our children during the summer.

- **Juniper Gardens**-breakfast (525) lunch (700) total 1,225
- **Belrose**-breakfast (89) lunch (215) total 304
- **Douglas Heights Family Site**-breakfast (73) lunch (209) total 282
- **Cyrus K. Holiday**-breakfast (20) lunch (314) total 334
- **Chalet Manor**-breakfast (451) lunch (604) total 1055
- **St. Margaret's Park**-breakfast (398) lunch (588) total 986
- Total breakfast 1,556 and lunch 2630 which resulted in 4,186 meals served

We look forward to working with USD 500 school district next summer.

The Public Housing Resident Council (PHRC) met on Tuesday August 2, 2016 at Welborn Villa. There were a total of 31 resident leaders in attendance. The residents were introduced to Mr. Milton Scott, the Acting Executive Director of the Kansas City, Kansas Housing Authority. The residents were excited to meet Mr. Scott and look forward to working with him.

The organizers from Rollin Grocers presented their grocery store (on wheels) and allowed the residents to take a tour of the grocery store. A few of the residents shopped and felt this would benefit the residents. The following housing developments signed up to have the Rollin Grocer come to their site: Glanville Towers, Bethany Park Towers, Wyandotte Towers, St. Margaret Park, and Welborn Villa.

The PHRC completed the changes to the Memorandum of Understanding. We will have them drafted by the end of October to be presented to the Acting Executive Director.

August 8-12, 2016, The Five Day Club provided evening activities for the children at Douglas Heights Family Site. There were 70 children in attendance. In addition, The Five Day Club served 30 children at Chalet Manor.

August 11, 2016, I attend the Unified Government Full Commissioner Meeting. Mr. Alvin Sykes nomination for the KCK Housing Authority Board of Commissioners was approved. Mr. Sykes term is from 08/11/2016—03/31/2018

August 13, 2016, *Unity in the Community* took place from 12:00 noon until 6:00 pm at Juniper Garden. There were approximately 300 in attendance. Fire Chief John Paul Jones, Police Chief Ziegler, and Deputy Police Chief and KCKHA Commissioner Tyrone Garner attended the event. Mr. Garner played a very instrumental part in the overall coordination and ultimate success of the event. The House of Prayer sent 27 workers who assisted with the event for the entire day, including clean up. The residents had an opportunity to receive resources from 40 community partners who sponsored booths for the event. Several car clubs joined together and took part by showcasing over 40 cars at the event. Also, Mr. Milton Scott, KCKHA Acting Executive Director, two other KCKHA Board members and several community partners stopped by to lend their support to this event.

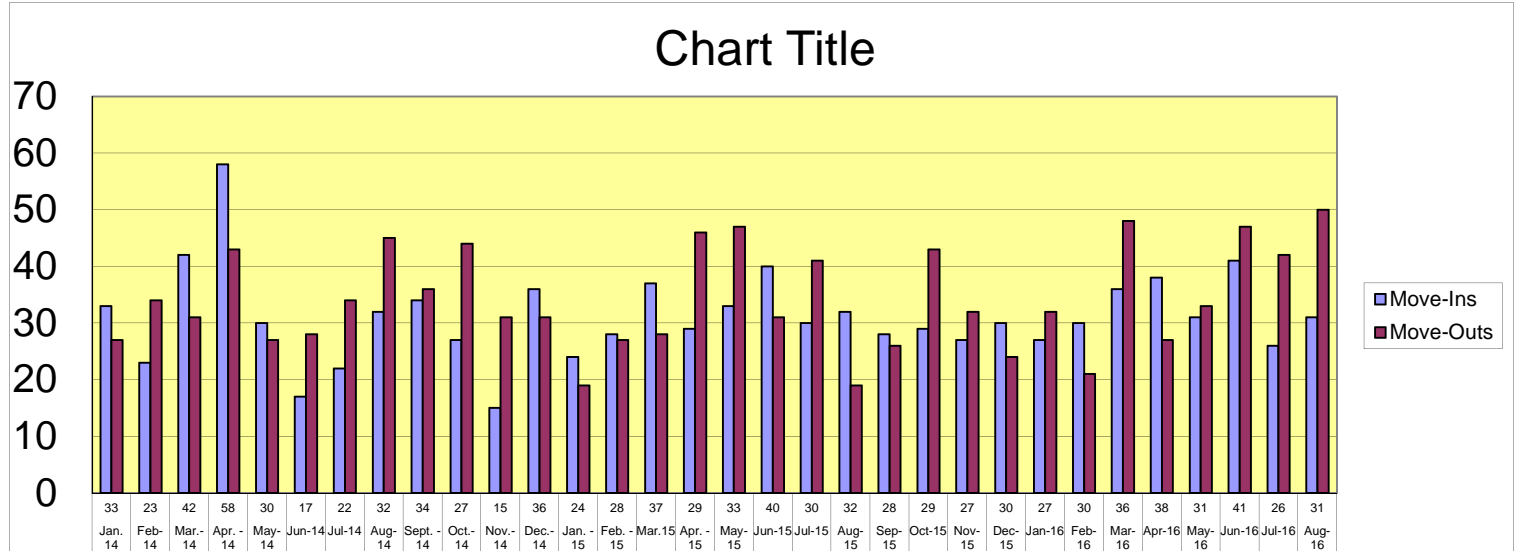
August 18, 2016 the second mailing for the Resident Commissioner election went out. Our housing participants have an opportunity to advance vote by mailing back their ballot or voting in person on September 13, 2016 from 3:00 pm until 7:00 pm. Also, Meet the Candidates was held on August 23, 2016 at Wyandotte Towers from 6:30 pm until 7:30 pm. The Candidates running for the seat of Resident Commissioner are as follows: Ms. Kelly C. Thomas, Belrose Manor; Mr. Victor Trammel Jr., Wyandotte Towers; Mr. Douglas Deutscher, Glanville Towers; and Mr. Charles Wilson, Glanville Towers. Commissioner Alvin Sykes assisted in facilitating the event. There were 22 residents in attendance along with Mr. Gregg Gibson, Director of Finance. Ms. Thomas was not able to attend the event.

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

<b>Month</b>	<b>Year</b>	<b>Units</b>	<b>HAP</b>
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
September	2016	1425	835,530

Kansas City, Kansas Housing Authority  
 Move-Ins and Move-Outs - January 2014 - August 2016

Month	Move-Ins	Move-Outs
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
Aug-16	31	50



RESOLUTION NO. 3324

RESOLUTION RECOGNIZING MARIA TORRES  
FOR HER VALUABLE SERVICE TO THE HOUSING  
AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS

WHEREAS, Maria Torres 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 November 21, 2013—August 18, 2016; and

WHEREAS, Maria Torres 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 Maria Torres for her valuable contributions to our programs and to the citizens of Kansas City, Kansas.

**RESOLUTION NO. 3325**

**COLLECTION LOSS WRITE-OFF**

**WHEREAS**, the aged vacated tenants' accounts balances have been reviewed and certain balances have been determined to be uncollectible;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the total amount of \$113,275.91 be written off as collection loss, as summarized by project on the attached schedule.

**Kansas City, Kansas Housing Authority**  
Collection Loss Recap - September 2016

<b>Project</b>	<b>Rent</b>	<b>Other</b>	<b>Total</b>
K1-01 Juniper Gardens	\$6,504.82	\$12,922.29	\$19,427.11
K1-02 St. Margaret's	\$3,227.00	\$2,746.53	\$5,973.53
K1-03 Cyrus K. Holliday	\$825.00	\$788.70	\$1,613.70
K1-04 Wyandotte Towers	\$7,137.56	\$8,846.46	\$15,984.02
K1-05 Belrose Manor	\$1,640.00	\$1,200.41	\$2,840.41
K1-06E Douglas Heights	\$531.00	\$3,462.47	\$3,993.47
K1-06F Douglas Heights	\$7,576.93	\$8,772.03	\$16,348.96
K1-SS Scattered Site	\$4,200.00	\$11,508.97	\$15,708.97
K1-11 Grandview Park	\$353.00	\$2,049.38	\$2,402.38
K1-12 Chalet Manor	\$1,149.00	\$2,781.13	\$3,930.13
K1-13 Welborn Villa	\$766.00	\$2,428.93	\$3,194.93
K1-14 Bethany Park Towers	\$4,427.71	\$3,476.02	\$7,903.73
K1-17 Glanville Towers	\$1,800.00	\$2,988.11	\$4,788.11
K1-18 Rosedale Towers	\$2,106.00	\$2,057.10	\$4,163.10
K1-20 Westgate Towers	\$2,309.00	\$1,116.87	\$3,425.87
K1-22 Westgate Villa	\$153.90		\$153.90
K1-24 Plaza Towers	\$670.13	\$753.46	\$1,423.59
<b>Total</b>	<b><u>\$45,377.05</u></b>	<b><u>\$67,898.86</u></b>	<b><u>\$113,275.91</u></b>

**AMP**

51 Juniper Gardens	\$6,504.82	\$12,922.29	\$19,427.11
52 Family North	\$5,220.00	\$5,996.32	\$11,216.32
53 Family South	\$2,505.00	\$7,032.30	\$9,537.30
54 Scattered Sites	\$4,200.00	\$11,508.97	\$15,708.97
55 Wyandotte Towers	\$7,137.56	\$8,846.46	\$15,984.02
56 Elderly East	\$15,910.64	\$17,293.26	\$33,203.90
57 Elderly West	\$3,899.03	\$4,299.26	\$8,198.29
	<b><u>\$45,377.05</u></b>	<b><u>\$67,898.86</u></b>	<b><u>\$113,275.91</u></b>

## **RESOLUTION NO. 3326**

### **AUTHORITY TO DONATE 20 REFRIGERATORS & 5 RANGES**

**BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that in accordance with the Housing Authority's procedure on disposal of personal property, approval is hereby given to donate 20 refrigerators and 5 ranges on the attached list by manufactures serial numbers and PHA decal numbers to the Habitat for Humanity Re-Store, a non-profit entity providing financial support to Habitat for Humanity.



# MEMORANDUM

**TO: Board of Commissioners**

**FROM: Jerry Glavin, Superintendent**

**SUBJECT: Disposal of Scrap Material  
Resolution No. 3326**

**DATE: September 15, 2016**

**Due to their age, condition and unavailability of repair parts, the following refrigerators and ranges are no longer suitable for use in Public Housing. They do however still work and could function for an undetermined length of time, for this reason staff is requesting the Board approval to donate the appliances in "as is" condition to the Habitat for Humanity Re-store.**

## REFRIGERATORS

<i>PHA #</i>	<i>SERIAL #</i>
300848	BA41115891
303199	ZZ743405
303818	AN789211
307413	LS848328
304936	LF735368
307243	GR740180
307415	LS753249
303327	GA790901
305437	LH820839
304751	HP756956
303242	FA796959
305235	SG802223
302935	AM789241

**REFRIGERATORS**

<b><i>PHA #</i></b>	<b><i>SERIAL #</i></b>
17087	LA1400585
13550	FD738109
9893	FD739134
304971	RF748389
305178	RS752371
307292	TT820747
305035	AG764208

**RANGES**

<b><i>PHA #</i></b>	<b><i>SERIAL #</i></b>
1514	AZ124974H
DZ147840H	DZ147840H
1407	AZ125001H
1708	AZ124880H
FD198330Q	FD198330Q

**RESOLUTION NO. 3327**  
**AUTHORITY TO DISPOSE OF SCRAP METAL**

**BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that in accordance with the Housing Authority's procedure on disposal of personal property, approval is hereby given for the disposal of (17) RANGES and (28) REFRIGERATORS identified on the attached list by Manufacturer Serial Numbers and PHA Decal Numbers. The amount to be received for such disposal will be determined by scrap metal weight.

# MEMORANDUM

**TO: Board of Commissioners**

**FROM: Jerry Glavin, Superintendent**

**SUBJECT: Disposal of Scrap Material  
Resolution No. 3327**

**DATE: September 15, 2016**

The following appliances are inoperative and should be sold for scrap metal in accordance with the Housing Authority's procedure for the disposal of personal property. The amount to be received for such disposal will be determined by scrap metal weight.

## REFRIGERATORS

<i>PHA #</i>	<i>SERIAL #</i>
400472	LD757562
303046	MV768542
401255	VZ751775
302266	JM787681
MD906095V	MD906095V
HT921154V	305874
HD906882V	HD906882V
VS920091	VS920091
GS921466V	304014
VF701723	306815
ZS7226	307232
GM120696	302649
VS920070	VS920070
GS921492	303990
TS73501	TS73501
TS921819	304324
MD906095V	MD906095V
305874	305874
HD906882V	HD906882V

**REFRIGERATORS (cont'd)**

<b>PHA #</b>	<b>SERIAL #</b>
304254	HD906882V
304014	GS921466V
306815	VF701723
307232	ZS72226
302649	GM120696
VS920070	VS920070
303990	GS921492
TS73501	TS73501
304324	TS921819

**RANGES**

<b>PHA #</b>	<b>SERIAL #</b>
HV120382H	HV120382H
307073	ML153268A
300815	HA300845
16009	FD198678
300762	ZG115113P
11078	VG159973R
11074	11074
301918	301918
300587	FD198592
16242	FD198311Q
16348	AF11*9242P
16179	FD198307R
301996	DD194967
300454	ZG145147P
30781	ZG115111P
16175	MZ179323
300577	300577