



Agenda

Housing Authority of the City of Kansas City, Kansas

Regular Meeting

Thursday, November 17, 2016 - 12:00 p.m.

Administration Building

1124 N. 9th Street, KCK

I. Roll Call

II. Approval of the Minutes

Special Board Meeting - October 15, 2016

Regular Board Meeting - October 20, 2016

III. Acting Executive Director's Report

IV. Committee Reports

V. New Business Consent Items

None

VI. New Business Discussion Items

None

VII. Executive Session

VIII. Adjournment

EXECUTIVE DIRECTOR'S REPORT

November 2016

1. Jackie Randle, Executive Services Manager, followed up with Emerick Cross, Unified Government (UG) Commission Liaison, regarding the dissemination of the Kansas City, Kansas Housing Authority agenda and minutes. Mr. Cross suggested e-mailing the materials to Diana Jimenez, Professional Assistant, to forward to the UG commissioners.
2. On November 1, 2016, Melinda Linnell, Director of Housing Management and I met with Christy McMurphy, Acting Executive Director with Kim Wilson Housing and her staff regarding potential partnership opportunities in the community.
3. On November 2, 2016 the Kansas City, Kansas Housing Authority (KCKHA) and Google Fiber launched its Gigabet Communities Program at one of the KCKHA properties. The first in a series of launches took place at Cyrus K. Holliday. The second launch is scheduled for Chalet Manor on November 16, 2016.
4. As part of our collaborative efforts, Google Fiber will be providing a community lounge at each location and initially staff it on a limited basis. Additionally, KCKHA is partnering with Connecting for Good, The Learning Club and Workforce Partnership to assist with ongoing staffing of the community lounge.
5. On November 4, 2016 the KCKHA Board was invited to go on a guided tour of our residential properties including the maintenance shop.
6. The agency purchased three tickets for El Centro's 40th Anniversary celebration on November 19, 2016. We have one commissioner confirmed. We need to know who would like the remaining two tickets as we need to turn the names into El Centro. Attendees will give their names at the door for admission.
7. 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*)

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

Saturday, October 15, 2016
9am

Delaware Highlands Asst. Living
12600 Delaware Pkwy.

On the 15th day of October 2016 at 9am the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in special session to conduct a board retreat. The board retreat was hosted by Delaware Highland Assisted Living facility. The following members of the body were present:

John P. Biscanin, Chairman
Jacques Barber, Commissioner
John Breitenstein, Commissioner
Robert G. Frey, Commissioner
Tyrone Garner, Commissioner
P. Anne McDonald, Commissioner
Alvin Sykes, Commissioner
Linda Warner, Commissioner
Matt Watkins, Commissioner

ABSENT: Rev. Jimmie L. Banks, Commissioner
Theresa A. Duke, Commissioner
Timothy J. Rhodes, Commissioner

ALSO PRESENT: Milton Scott, Acting Executive Director
Paula Draves, Director of Section 8
Melinda Linnell, Director of Housing Management
Anthony Shomin, Director of Facilities Management
Jacqueline Randle, Executive Services Manager
Barbara Huppee, Facilitator

Milton Scott welcomed everyone and introduced Barbara Huppee, retired Executive Director of the Lawrence/Douglas County Housing Authority, as facilitator for the board retreat.

Ms. Huppee gave an overview of what would be covered during the retreat. She stressed that the board would come away with a different perspective on the nature of the agency and the role of the board. Board members then introduced themselves, told why they want to serve on the board, what they wish they knew about the agency when they first started that they know now and what they would like to know or what burning question they have about the agency.

An agenda was provided to the board which consisted of the following key areas:

- Federal, State, Local Laws that Regulate the KCKHA.
- Code of the Unified Government of Wyandotte County/Kansas City, Kansas.
- The KCKHA Today.
- KCKHA Business Enterprise—Community Contributions.
- Board Responsibilities under the Public Housing Program.
- How Does the KCKHA make its Money?
- Can the KCKHA set or Control its Annual Income?
- How does the Business Manage/Direct its Operations when it cannot set or control its Income?
- The Roles and Responsibilities of the Board of Commissioners.
- Where do you want to go from here?

Mr. Scott provided closing remarks and his five-year vision plan for the agency. After which, some board members toured the facility.

John P. Biscanin, Chairman

Milton Scott, Acting Executive Director

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

Thursday, October 20, 2016
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 20th day of October 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
Rev. Jimmie L. Banks, Commissioner
Jacques Barber, Commissioner
John Breitenstein, Commissioner
Theresa A. Duke, Commissioner
Robert G. Frey, Commissioner
Tyrone Garner, Commissioner
P. Anne McDonald, Commissioner
Alvin Sykes, Commissioner
Linda Warner, Commissioner
Matt Watkins, Commissioner

ABSENT: Timothy J. Rhodes, 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
Anthony J. Shomin, Director of Facilities Management
Elaine Stroud, Assistant Director of Housing Management

Chairman Biscanin called the meeting to order and roll call was taken.

Chairman Biscanin asked for a motion to approve the minutes of the regular meeting September 15, 2016 and the special meeting September 27, 2016. Commissioner Watkins made the motion. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Biscanin, Breitenstein, Duke, Frey, Garner, McDonald, Sykes, Warner, Watkins

NAYS: None

ABSENT: Rhodes

ABSTAIN: None

Acting Executive Director's Report

- Mr. Scott thanked everyone for attending the board retreat on October 15, 2016 held at Delaware Highland Assisted Living (DHAL) facility. He asked the board to sign a card thanking DHAL for hosting the retreat.
- Mr. Scott and Mr. Shomin met with the HUD office on September 21, 2016 to close out the OIG audit.
- Staff met with CBIZ, our insurance broker, to discuss medical insurance. We are staying Aetna for health care. Our premiums are going up 6.5 percent for health care, 5 percent for dental and 2 percent for vision. The Health Savings Account will be continued, but at 50 percent of what it was last year. This represents \$375/single and \$750/families. The drug list was expanded this year, which was something we lost last year. This will benefit those with chronic conditions by reducing their prescription costs. Our dental coverage was expanded to age 26 for dependents to mirror our medical and vision plans.
- Mr. Scott and Melinda Linnell met with Brad Grabs of the Learning Club. They provide afterschool tutoring for our students. Ms. Linnell added that we are partnering with Google to create a lounge that the Learning Club can use to work with the children. The first site will be Cyrus K. Holliday opening up sometime in November and then Chalet Manor on November 16, 2016. Commissioner Banks added that the Learning Club submitted a grant and it was funded through the Black Community Fund which speaks to the credibility of the organization. Ms. Linnell shared that the Learning Club remained at Juniper Gardens during some rough times. Another partner was serving meals during the day, but they packed up and moved out because they were not comfortable in our area. The Learning Club never stopped coming. There were 27 volunteers from Security Bank and only two of them stopped coming to Juniper Gardens. Commissioner

- Banks asked for the point of contact for the partner that packed up and left. Ms. Mays noted that she would provide the name. Commissioner McDonald added that two of her and Chairman Biscanin's classmates volunteer for the Learning Club. Mr. Scott noted that Jackie Randle also volunteers at Cyrus K. Holliday. Chairman Biscanin noted there are over 150 students and nearly 125 tutors or almost one tutor per student per teacher. He noted that education can break the cycle of poverty. He offered his appreciation for the program. He suggested that Mr. Grabs and a couple of the students come to one of our meeting.
- Mr. Scott noted that he, Mrs. Draves and Ms. Escobar met with Jim Glynn, Executive Director of Metro Lutheran Ministry and Heather Bradley-Geary, VECINO Group-Supportive Housing Developer to partner with us in doing a supportive housing development. This establishment would utilize project-based Section 8 vouchers. They are looking at developing Eileen's Place at 74th & Armstrong. Mrs. Draves elaborated that Eileen's Place would consist of 50-60 units and the supportive housing piece would include childcare onsite and computer learning centers. There would be onsite counseling to help with mental health issues. She noted that the same rules apply for this development as it would for other Section 8 recipients. Project-based vouchers would mean that we would subsidize the rent. Mr. Scott noted that 20 percent of our vouchers can be allocated to project-based. Mrs. Draves noted that we are only using about 120 vouchers for project-based Section 8 so there is room to add more. Commissioner Watkins added that this project would address chronic homelessness within USD 500. There are technically about 1,400 homeless students in this school district. He noted that about 65 individuals are working together on this including the Mayor, some of the Unified Government Commissioners, the school district and a host of social service agencies. There was a huge donor on this project whose mother's name was Eileen and this is how the project go its name. Mr. Scott concluded that there is a summary timeline provided in the handouts for this project.
 - Mr. Scott noted there is a poster contest that Ms. Davis-Mays will discuss. He asked that board members stay around to judge the contest. Ms. Davis-Mays noted there are 17 posters that children from Juniper Gardens and St. Margaret's Park have drawn up for Fire Prevention Week. They are participating in a poster contest sponsored by HAI (Housing Authority Insurance) group. After board members judge the entries, the children can win \$50/first place, \$30/second place and \$20/third place.
 - Mr. Scott shared that Commissioner and Deputy Chief Tyrone Garner was recognized for the USD 500 Reasons to Believe for 2017.

Committee Reports

Personnel

Commissioner Banks asked if the commissioners had turned in their evaluation of Mr. Scott and noted this could be the basis for looking at where we go from here. Chairman Biscanin suggested that everyone turn in their evaluation to Ms. Randle if they had not done so already.

Bylaws

Commissioner Barber expressed that he would like to have a meeting before the next board meeting. He noted that he would get with the Chair to discuss what they would be looking at.

Finance

Commissioner McDonald noted that the Finance Committee met on the 17th, present was Commissioner Watkins and staff. The agency is at 50 percent of the budgeted amount which is where we should be at this point in time. The formal audit report will be available within a week or so.

Resident Participation

Commissioner Duke noted that the Resident Participation Committee met with Ms. Davis-Mays on October 4th and they were encouraged to attend the public hearing on December 7 at 4pm which will outline improvements for the public housing properties. Ms. Davis-Mays reviewed the HUD stipend and explained what the \$25 per occupied unit went toward. She finished up with the MOUs (Memorandum of Understanding) and reviewed the purpose of the resident councils. The next meeting will be held again at Douglas Heights high-rise in December. Chairman Biscanin asked if there was good participation and Commissioner Duke noted there was good participation.

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

Chairman Biscanin noted there were no resolutions on the agenda today and this brings us to the election of a Vice Chairman.

Commissioner Warner asked if anyone was familiar with *I'm so Wyandotte* which she recently noticed on her news feed. Commissioner Garner shared that *I'm so Wyandotte* started with civic-minded young people that do various community service projects throughout the community. Ms. Davis-Mays added that she was approached by the group to provide Halloween for the youth at Juniper Gardens and other selected sites. *I'm so Wyandotte* is a legitimate group that has done a lot of good work in this community.

Commissioner Banks asked if we would be participating in the El Centro celebration. The Chairman read the invitation for the El Centro 40th anniversary celebration to be held on Saturday, November 19 at the Embassy Suites in Olathe, Kansas. Black tie is optional and there will be entertainment. The Board discussed why it was being held in Olathe. Commissioner Banks offered that the Embassy Suites is an attractive place and easily accessible off I-435. Commissioner McDonald mentioned that someone should go. Commissioner Banks suggested getting three or four tickets. The information was given to Mr. Scott and Board members were instructed to contact Mr. Scott if they were interested in attending the celebration.

Commissioner Sykes noted that Commissioner Watkins had suggested keeping our Unified Government Commissioners updated on what we are doing. He asked that the agenda and minutes be sent to each of the Commissioners each month. Chairman Biscanin agreed that this was a good idea. He asked that Mr. Scott contact someone with the Unified Government Board of Commissioners and ask if they wanted one copy or individual copies e-mailed.

Election of Vice-Chairman

Chairman Biscanin called for a motion or motions for the Vice-Chairman position. He explained that if there was more than one nominee, cards would be passed out. Votes would be tabulated by Ms. Randle and the Chairman. Commissioner Sykes questioned if there should be notice given prior to the election. Chairman Biscanin noted that the election of Vice-Chairman was on the board agenda. Commissioner Sykes noted that he read that an election should be held within 60 days after the position was vacated, which was not done. He suggested there be at least a 30-day notice and that we should not just have an election without giving board members a chance to discuss or lobby for the position. Chairman Biscanin noted that while he appreciates Commissioner Sykes' comments, it was mentioned at the last board meeting that the election would be held at this board meeting and we would proceed.

Commissioner McDonald made a motion to elect Commissioner Banks as Vice-Chairman. Commissioner Dukes seconded the motion.

Commissioner Sykes made a motion to elect himself as Vice-Chairman. Commissioner Warner seconded the motion.

With the nominations made, the ballots were passed out to each commissioner. There were two nominees: Commissioner Banks and Commissioner Sykes. Each commissioner was asked to write their choice on the ballot and Ms. Randle went around and picked up each ballot.

Chairman Biscanin, nominating commissioners McDonald and Warner and Ms. Randle left the room to count the votes. Chairman Biscanin thanked both commissioners for participating in the voting process. He announced that Commissioner Banks had the majority of votes and he is the new Vice-Chairman. He also thanked Commissioner Warner, Commissioner McDonald and Ms. Randle for counting the votes. Commissioner Sykes requested the number of total votes for each nominee. The Chairman suggested that for cohesion of the board, he would prefer to keep the votes private, unless both candidates agreed otherwise. Commissioner Banks stated that he did not care, but Commissioner Sykes stated that he did care to know as it is a matter of transparency. Commissioner Sykes explained that he did not agree with having the election today, but he wanted to know what the results are, so that he could review them to see if he should take further action. He further stated that he would be reviewing the bylaws, and for the record, he would like to know the vote total. Chairman Biscanin noted that the vote total was 8-3 and Chairman Rhodes was not present.

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

AYES: Banks, Barber, Biscanin, Breitenstein, Duke, Frey, Garner, McDonald, Sykes, Warner, Watkins

NAYS: None

ABSENT: Rhodes

ABSTAIN: None

Motion carried.

John P. Biscanin, Chairman

Milton Scott, Acting Executive Director

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

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$717,622.94	Liberty
Payroll Account	0.00%		\$70,480.21	Liberty
ACH Pymt Account	0.15%		\$833.90	Liberty
Rent Depository Account (NEW)	0.00%		\$587,805.43	Brotherhood
Rent Bank Deposit Accounts	0.75%		\$26,682.14	Various
Homeless Prevention Program	0.75%		\$5,472.86	Brotherhood
Sponsorship Program	0.75%		\$20,920.44	Brotherhood
Section 8 Checking (NEW)	0.00%		\$433,766.00	Brotherhood
EPC Replacement Reserve Acct	0.15%		\$38,552.72	Liberty
Community Hsg Inv Group			\$97,168.09	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 November 10, 2016 provided by Banks.

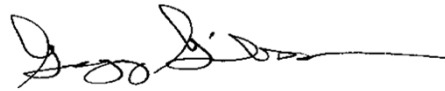
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Gregg Gibson
Director of Finance

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

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$58,958.40	(\$24,131.49)	\$34,826.91
Total Charges to Tenants for Month			\$417,945.77
Delinquency Ratio			8.33%
Petitioned to Court Last Month (<i># of Summons Issued</i>)			42
Praecipes Issued (<i># on Setout List</i>)			29
Evictions (<i># Set Out</i>)			13
Pending Evictions (<i># Placed on Hold</i>)			0



Gregg Gibson
Director of Finance

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

CONTRACT COSTS

Universal Protection Service	\$2,503.20
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

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 Inc	\$2,714.76
Cedar Creek, LLC	\$2,909.81
David Henderson dba Economy Lawn & Tree	\$1,025.00
David Henderson dba Economy Lawn & Tree	\$1,025.00
David Henderson dba Economy Lawn & Tree	\$1,025.00
David Henderson dba Economy Lawn & Tree	\$1,025.00
David Henderson dba Economy Lawn & Tree	\$1,025.00
Deffenbaugh Industries Inc	\$3,481.25
General Electric Co.	\$1,067.94
Goode Developing & Associates, LLC	\$8,675.00
Goode Developing & Associates, LLC	\$4,050.00
Goode Developing & Associates, LLC	\$3,600.00
Grainger	\$1,001.35
Home Depot Supply	\$3,979.83
Home Depot Supply	\$2,584.31
Home Depot Supply	\$1,166.23
Jim's Services	\$1,350.00
Johnson Controls, Inc	\$56,181.00
Johnson Controls, Inc	\$10,313.25
Kansas City Winnelson Co	\$5,007.50
Kansas City Winnelson Co	\$1,577.08
Lippert Mechanical Serv Co	\$3,164.14
MMC Contractors National Inc	\$28,198.00
Maintenance USA	\$2,847.83
Maintenance USA	\$1,434.41
Massco, Inc	\$1,546.96
Midwest Bed Bug Services	\$5,200.00

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

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

Minnesota Elevator Inc	\$4,818.30
Minnesota Elevator Inc	\$1,337.40
Olney Sales Inc	\$9,891.00
Oscar's Maintenance Service Corp., LLC	\$3,675.00
Oscar's Maintenance Service Corp., LLC	\$2,580.00
Oscar's Maintenance Service Corp., LLC	\$2,060.00
Oscar's Maintenance Service Corp., LLC	\$1,580.00
PCS	\$1,071.12
Personal Touch Lawn Service	\$2,415.00
Personal Touch Lawn Service	\$2,415.00
Predator Termite & Pest Control	\$4,263.50
R. F. Fisher Electric Co.	\$1,573.84
Sherwin-Williams Co.	\$6,062.26
Sherwin-Williams Co.	\$4,056.37
SOS Pest Control	\$2,700.00
Stanion Wholesale Electric Co.	\$2,903.20
Stanion Wholesale Electric Co.	\$1,213.37
Three Sons Construction	\$10,800.00
Three Sons Construction	\$8,025.00
Three Sons Construction	\$6,100.00
Three Sons Construction	\$3,850.00
Three Sons Construction	\$3,250.00
Wartian Lock Sales Co	\$2,553.99
Wilmar Industries	\$2,214.28
Wilmar Industries	\$1,317.50
Zep Manufacturing Co	\$1,779.02

MISCELLANEOUS COSTS

Alexander Open Systems	\$6,928.75
American Express	\$1,615.75
AT&T	\$6,343.13
AT&T	\$1,138.80
AT&T	\$1,138.32
Barbara Huppee	\$3,476.52
Connecting For Good	\$3,500.00
Kinkos Fedex	\$3,528.47
Lockton Companies	\$15,414.25
Mike Price	\$1,425.00
Postmaster	\$5,000.00

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

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

Staples Advantage	\$2,632.20
The Learning Club	\$4,000.00
The PI Company	\$2,275.00
Time Warner Cable	\$1,106.82
US Bank Equipment	\$1,556.00
WEX Bank	\$3,638.52

OTHER GRANT COSTS

Frye Construction Co. Inc	\$186,590.70
Frye Construction Co. Inc	\$1,050.00
Insite Planning LLC	\$3,400.00
Mill Valley Construction	\$11,765.00

PAYROLL COSTS

AETNA	\$82,486.76
AFLAC Premium Holding	\$2,741.92
Colonial Life & Accident	\$4,728.30
Delta Dental	\$4,127.54
Kansas Payment Center	\$1,033.88
Kansas Payment Center	\$1,033.88
KPERS Retirement System	\$29,642.51
KPERS Retirement System	\$29,288.40
Nationwide Retirement	\$3,079.08
Nationwide Retirement	\$3,019.08
UMB Health Savings Acct.	\$3,802.25
UMB Health Savings Acct.	\$3,752.25
W. H. Griffin Trustee	\$1,392.02

INTERBANK TRANSFERS

Liberty Gen Fund to Payroll Transfers	\$183,200.00
Liberty Gen Fund to Payroll Transfers	\$178,600.00
Liberty Gen Fund to ACH Transfers	\$36,800.00
Liberty Gen Fund to ACH Transfers	\$36,400.00
BBT Gen Fund to Liberty Gen Fund	\$400,000.00
BBT Gen Fund to Liberty Gen Fund	\$400,000.00

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

UTILITIES COSTS

Board of Public Utilities	\$63,545.68
Board of Public Utilities	\$58,610.97
Board of Public Utilities	\$52,716.52
Board of Public Utilities	\$39,222.98
Board of Public Utilities	\$26,514.36
Constellation New Energy-Gas	\$1,339.62
Kansas Gas Service	\$7,715.56
Kansas Gas Service	\$7,640.81
Kansas Gas Service	\$4,422.16

\$2,213,951.56



Gregg Gibson
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending September 30, 2016 ⁽¹⁾

	CEN OFFICE YR TO DATE	% 50%	CEN OFFICE BUDGET	PUBLIC HSG YR TO DATE	% 50%	PUBLIC HSG BUDGET	SECTION 8 YR TO DATE	% 50%	SECTION 8 BUDGET
OPERATING INCOME:									
Dwelling Rent				\$2,283,442.31	52%	\$4,414,512.00			
Fraud Recovery Income							\$1,097.00		
Interest Income	\$804.79	155%	\$520.00	\$814.27	94%	\$870.00			
Tenant Income				\$151,737.58	54%	\$281,397.00			
Other Income	\$4,371.84	42%	\$10,500.00	\$66,213.28	53%	\$124,739.00	\$4,305.38	130%	\$3,300.00
Fee for Services - COCC	\$1,062,814.04	53%	\$1,987,498.00						
Management Fees	\$885,679.69	43%	\$2,081,604.00			\$443,094.00			
Total Operating Income	\$1,953,670.36	48%	\$4,080,122.00	\$2,502,207.44	48%	\$5,264,612.00	\$5,402.38	164%	\$3,300.00
Operating Subsidy				\$3,879,098.00	53%	\$7,383,526.00			
Prior Year Subsidy									
Section 8 Admin Fees							\$418,400.00	50%	\$831,074.00
Total Operating Receipts	\$1,953,670.36	48%	\$4,080,122.00	\$6,381,305.44	50%	\$12,648,138.00	\$423,802.38	51%	\$834,374.00
OPERATING EXPENSES:									
Administrative Salaries	\$488,494.12	54%	\$912,894.00	\$477,246.19	45%	\$1,067,618.00	\$150,798.88	49%	\$306,853.00
Management Fees				\$718,779.19	50%	\$1,451,521.00	\$166,900.50	47%	\$351,780.00
Other Admin Expenses	\$89,767.24	44%	\$206,298.00	\$95,483.42	58%	\$165,850.00	\$11,224.95	36%	\$31,484.00
Tenant Service Salaries									
Resident Assoc Expenses				\$4,013.74	16%	\$24,862.00			
Other T/S Expenses				\$317.72	2%	\$16,599.00			
Utilities	\$15,183.87	54%	\$28,232.00	\$1,081,759.93	42%	\$2,597,846.00			
Maintenance Salaries	\$695,759.50	52%	\$1,329,044.00	\$643,359.94	44%	\$1,445,779.00			
Maint Materials	\$281,125.26	50%	\$565,547.00	\$66,302.98	28%	\$233,460.00	\$599.58	19%	\$3,200.00
Fee for Services - COCC				\$1,062,814.04	53%	\$1,987,498.00			
Other Maint Contracts	\$75,283.69	58%	\$129,000.00	\$538,416.25	55%	\$983,642.00	\$3,283.22	137%	\$2,400.00
Security Salaries									
Other Security Expense	\$1,858.25	46%	\$4,031.00	\$78,325.20	57%	\$136,613.00			
Insurance	\$57,485.01	53%	\$108,841.00	\$204,905.74	50%	\$412,999.00	\$9,532.87	47%	\$20,098.00
Terminal Leave Payments									
Employee Benefit Contributions	\$424,373.34	54%	\$780,310.00	\$363,878.42	43%	\$854,129.00	\$44,574.52	43%	\$104,278.00
Collection Losses				\$98,618.25	104%	\$95,230.00			
Interest Expense				\$346,934.86	51%	\$678,531.00			
Other General Expense	\$2,926.90	39%	\$7,500.00	\$1,265.74	15%	\$8,641.00	\$13,446.98	53%	\$25,550.00
Total Routine Expenses	\$2,132,257.18	52%	\$4,071,697.00	\$5,782,421.61	48%	\$12,160,818.00	\$400,361.50	47%	\$845,643.00
Extraordinary Maintenance									
Depreciation Expense									
Proceeds from Sale of Equip									
Casualty Losses - Net									
Total Operating Expenses	\$2,132,257.18	52%	\$4,071,697.00	\$5,782,421.61	48%	\$12,160,818.00	\$400,361.50	47%	\$845,643.00
Prior Year Adjustments									
Total Operating Expenditures	\$2,132,257.18	52%	\$4,071,697.00	\$5,782,421.61	48%	\$12,160,818.00	\$400,361.50	47%	\$845,643.00
Gain/(Loss) from Operations	(\$178,586.82)		\$8,425.00	\$598,883.83		\$487,320.00	\$23,440.88		(\$11,269.00)

⁽¹⁾ **NOTE:** Due to delays in receiving bank statements and processing month-end data, October financial statements are not ready by the board packet submission deadline. If updated reports are completed prior to the board meeting, they will be distributed at that time



Gregg Gibson
Director of Finance

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

CUSTOMER SERVICE & SATISFACTION SURVEY - OCTOBER 2016

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
10/03/16	98	8	106	4	4	0	4
10/04/16	102	16	118	6	6	0	10
10/05/16	72	7	79	3	3	0	4
10/06/16	185	13	198	6	6	0	7
10/07/16	151	8	159	3	3	0	5
10/10/16	143	8	151	4	4	0	4
10/11/16	114	13	127	2	2	0	11
10/12/16	132	11	143	4	4	0	7
10/13/16	151	12	163	6	6	0	6
10/14/16	142	9	151	4	4	0	5
10/17/16	38	2	40	0	0	0	2
10/18/16	125	14	139	6	6	0	8
10/19/16	127	10	137	5	5	0	5
10/20/16	131	6	137	3	3	0	3
10/21/16	138	10	148	4	4	0	6
10/24/16	113	11	124	4	4	0	7
10/25/16	78	17	95	10	10	0	7
10/26/16	75	12	87	5	5	0	7
10/27/16	116	5	121	3	3	0	2
10/28/16	93	13	106	4	4	0	9
10/31/16	112	13	125	6	6	0	7
TOTAL	2,324	205	2,529	86	86	0	119

(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 42% of the service work orders completed
- (b) No Response 58% 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.

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

	Family	Elderly	Total
Total Vacancy	116	65	181
Units in Mod	2	13	15
Fire Units	4	1	5
Rentable Units	110	51	161
Move-Ins	23	29	52
Move-Outs	36	19	55
Units Available	12	9	21
Units Readied in OCT	27	34	61

REPORT F

October 2016 Occupancy Report

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 JUNIPER GARDENS	265	221	44	83%	84%
K1-2 ST. MARGARETS PARK	100	90	10	90%	84%
K1-3 CYRUS K. HOLIDAY	60	50	10	83%	83%
K1-4 WYANDOTTE TOWERS	302	288	14	95%	96%
K1-5 BELROSE MANOR	90	78	12	87%	87%
K1-6 Elderly DOUGLAS HEIGHTS	101	96	5	95%	94%
K1-6 Family DOUGLAS HEIGHTS	99	91	8	92%	94%
K1-7 SCATTERED SITES	24	16	8	67%	67%
K1-9 SCATTERED SITES	30	30	-	100%	100%
K1-10 SCATTERED SITES	42	32	10	76%	81%
K1-11 GRANDVIEW PARK	39	37	2	95%	95%
K1-12 CHALET MANOR	66	55	11	83%	86%
K1-13 WELBORN VILLA	80	79	1	99%	99%
K1-14 BETHANY PARK TOWERS	153	150	3	98%	94%
K1-15 SCATTERED SITES	20	19	1	95%	95%
K1-17 GLANVILLE TOWERS	108	105	3	97%	96%
K1-18 ROSEDALE TOWERS	122	111	11	91%	92%
K1-20* WESTGATE TOWERS	163	146	17	90%	86%
K1-21 SCATTERED SITES	8	5	3	63%	88%
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%	99%
K1-25 SCATTERED SITES	12	11	1	92%	92%
Sub-Total before Adjustments	2,057	1,879	168	91%	91%
Less: # of Deprogrammed Units	31		31		
Less: # of Units Under Modernization	20		20		
Total Units Available for Occupancy	2,006	1,879	117	94%	94%

(*) Modernization units

MODERNIZATION AND DEVELOPMENT REPORT NOVEMBER 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 Modernization 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 Modernization 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).

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 is complete. Final inspection has been performed and the floor has been accepted as complete. 2nd floor demolition, sprinkler piping and framing, rough-in work, drywall, painting and door installation is complete. Closet shelves and VCT installation is underway in apartment units. Corridor work is in progress on 2nd floor. 1st floor restroom remodel is complete. 1st floor soffit new design framing work is nearly complete. 1st floor drywall work is underway.

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 meeting was held on 7.14.16. Playground equipment and surface installation is complete and has been inspected. Concrete sidewalk is poured. Final grading at sidewalk is pending.

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.

The following project is complete: K1-57 Westgate Tower(20), Window Improvement

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. All HVAC units have been installed. Contractor punch list and final inspections are complete. Project is complete. Closeout paperwork is 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 3rd, 2016. The Board authorized the contract at the May 19th, 2016 meeting. Preconstruction meeting was held on June 6th, 2016. Notice to Proceed was issued on September 12th, 2016. Core drilling and conduit installation is underway at Westgate and Wyandotte Towers.

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

NOVEMBER 2016

SUBMITTED BY

SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council met on October 4, 2016 at Douglas Heights high-rise and twelve resident leaders were in attendance. The Unified Government was unable to provide transportation for our residents this month which leads us to believe that is why attendance for this meeting was low. The topic of the discussion was, *What is the purpose of a resident council?* These are some of the thoughts from our resident leaders:

- To provide activities for self sufficiency, success for residents and to unite residents. Also for the betterment of residents.
- To bring our residents together as a whole and to plan activities.
- To teach and perform duties to help residents on what is going on in the community.
- To help the buildings be able to organize different events and to help keep the money under control.
- To assist the housing authority in providing a livable atmosphere for the residents, and maintaining a sense of decorum.
- To inform residents of what is going on in their properties.
- To assist, educate, communicate, build up your community, and also to work with your building office on rules and regulations of your building and housing authority.

On October 6, 2016 there was a special Resident Council meeting held at Juniper Gardens. Board members called a special meeting after the departure of Ms.

Maria Kline, then President of Juniper Gardens. During the meeting it was decided that Vice-President Randy Randle would move up to become the President of Juniper Gardens.

On October 14, 2016 I met with Alicia Hooks, Executive Director with Entrepreneurial and Workforce Development and Marshall Dominguez with Kansas City, Kansas Community College Workforce. The purpose of the meeting was to invite these groups to assist with the Section 3 Program. The goal is to have students who are seeking computer training work as interns at the sites where Goggle Fiber will have their computer labs. Additionally, we will also link those residents to Workforce Development once they have completed their life skills and job readiness through the Section 3 Program.

On October 15, 2016 there were eight children from Juniper Gardens and the Scattered Sites that participated in the 2016 Fire Prevention Week—Fire Safety Poster contest. The theme of the poster contest was *Don't Wait Check the Date*. St. Margaret's Park also held its poster contest on October 15, 2016. This event was sponsored by HAI (Housing Authority Insurance) Group. On October 20, 2016 nine members of the Kansas City, Kansas Housing Authority Board of Commissioners judged the posters. Our thanks to the Board for judging the poster contest. The first place winners received \$50, second place \$30 and third place \$20.

Here are the winners in each age group:

Ages 6—9

First Place	Rubina Archarya—St. Margaret's Park
Second Place	Marquan Castleberry—Juniper Gardens
Third Place	Lisette Randolph—Juniper Gardens

Ages 10—14

First Place	Stephanie Bernal—St. Margaret's Park
Second Place	Fuaad Moao—St. Margaret's Park
Third Place	Janvier Niyogusenaga—Juniper Gardens

Ages 15—18

First Place	Alize Jackson—Scattered Sites
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On October 28, 2016 I attended the annual Domestic Violence Luncheon hosted by Friend of Yates. This year's theme was *Silence No More*. Commissioner and Deputy Chief Tyrone Garner was one of the speakers. Congressman Kevin Yoder, Senator David Haley and several other city officials were also present.

On October 29, 2016 the group *I'm So Wyandotte* held Halloween parties for the children of Juniper Gardens and St. Margaret's Park. There were approximately 55 children from Juniper Gardens and 25 children from St. Margaret's Park that participated. The group used a haunted bus to entertain the children and provided them with bags of candy.

Kansas City, Kansas Housing Authority
 Move-Ins and Move-Outs - March 2014 -Oct. 2016

Month	Move-Ins	Move-Outs
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
Sept. -16	46	47
Oct-16	47	40

