



Agenda

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

Thursday, February 16, 2017 - 12:00 p.m.

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

- I. Roll Call**
- II. Oath of Office**
- III. Approval of the Minutes**
 - Regular Board Meeting - January 19, 2017
- V. Interim Executive Director's Report**
- VI. Committee Reports**
- VII. New Business Consent Items**
 - None**
- VIII. New Business Discussion Items**
 - A. Resolution No. 3334 Recognizing KCKHA Resident Commissioner Theresa Duke**
- VIII. Executive Session**
- VIII. Adjournment**

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

Thursday, January 19, 2017
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 19th day of January 2017 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, Vice-Chairman
Jacques Barber, Commissioner (*conference call*)
Theresa A. Duke, Commissioner
Tyrone Garner, Commissioner
P. Anne McDonald, Commissioner (*arrived after roll call*)
Alvin Sykes, Commissioner
Timothy J. Rhodes, Commissioner
Linda Warner, Commissioner
Matt Watkins, Commissioner

ABSENT: John Breitenstein, Commissioner
Robert G. Frey, Commissioner

ALSO PRESENT: Milton Scott, Interim 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
Charles Wilson, Bethany Towers
Loretta Heath, Douglas Heights
Sean M. Sturdivan, Attorney
Nickolas C. Templin, Attorney

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

Chairman Biscanin recognized Loretta Heath, formerly a regular at the Housing Authority board meetings and Charles Wilson, who will soon be appointed to serve on the board, as members of the audience. Attorneys with Sanders, Warren and Russell; Sean Sturdivan and Nick Templin were acknowledged as being present to participate in the executive session.

Commissioner Watkins made a motion to approve the minutes of the regular meeting held December 15, 2016. Commissioner Rhodes seconded the motion and the following vote was recorded:

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

Motion carried.

Interim Executive Director's Report

- Mr. Scott noted that he and Mr. Shomin meet with members of the Unified Government (UG) to discuss land bank possibilities for the Housing Authority. This matter will be referred to the Development committee. The main purpose of the meeting was to introduce staffs to one another and find ways to work together. The UG has a master plan and we want to be part of that discussion.
- The agency held its New Year luncheon on January 11, 2017. We noted employee's years of service. Staff was given chances to win prizes and donations were collected for the United Way.
- Mr. Scott noted that he met with Rachel Merlo of Google Fiber. They assisted us with merging the digital divide at four of our properties. As you may have heard or read, Google Fiber is cutting back on providing services. We are hoping to have them finish up the four additional properties, as originally planned. They are Douglas Heights, Juniper Gardens, Grandview Park and St. Margaret's Park. The board will be kept informed of what happens. (Commissioner McDonald arrived.)
- There was discussion at the last meeting regarding ceramic pottery. Staff will meet with Mr. Curtis on January 25, 2017. We are looking forward to establishing a relationship with Mr. Curtis.
- Seven bids were received for a potential real estate professional firm. This information will be passed out to the committee after the board meeting. After the bids have been scored, there will be a follow-up in February to determine our next step.

- Mr. Scott advised that general reports follow and asked if the Board had any questions.

Commissioner Duke noted that she has been an employee of the Housing Authority for 16 years and she is listed at only five years. Mr. Scott explained that every effort was made to produce a correct list and this was an oversight.

Commissioner Warner asked for an explanation of the RFP (Request for Proposals) listed as item five of the Interim Executive Director's report. Commissioner Watkins noted that we are looking to replace the maintenance facility and this will be explained further in the Development report.

Commissioner Watkins asked about item one, in the same report, and would there be a potential joint meeting with the UG. Mr. Scott noted that the UG welcomes the idea of a joint meeting. Chairman Biscanin added that we have attempted to meet with the UG for 30-35 years.

Vice-Chairman Banks referred to page 11 of the board packet and asked what is the process that determines who gets what in terms of our investments and deposits. Mr. Gibson noted that we have not done any banking services or RFP's in twenty years. The two main banks are Brotherhood and Liberty and both have provided more than adequate services. Interest rates are below 1 percent. When CD's come due, inquiries are made to various banks and we go with the highest interest rate. He explained that each account listed has a specific purpose and is kept separate for this reason. Mr. Gibson further noted there has not been a need to look elsewhere as both banks have provided adequate services. Commissioner McDonald noted that LaDora (Lattimore) kept a really close eye on this and part of it had to do with types of services, such as fraud advice, etc. She did not see why we could not do a RFP. Vice-Chairman Banks indicated if it has not been done for 20 years, there should be some kind of process that is done with more regularity than 20 years. Commissioner McDonald explained that we use Liberty to try and help a local bank. Mr. Gibson indicated that he would be happy to look at what other services are being provided. Chairman Biscanin suggested having the finance committee review this matter and submit a report to the board. He asked to be provided with a brief description of the accounts and services in the report.

Committee Reports

Bylaws

Commissioner Barber indicated there was not much to report due to the holidays and commissioners being out of town. He shared with Commissioners McDonald and Frye information that he reported on last month. The policy on our standards

of ethical conduct was shared. The committee plans to get together next month and provide a committee report/recommendation.

Development

Commissioner Watkins noted the RFP went out to 500 firms and we received seven proposals. He indicated that the proposals are impressive and an Ad Hoc committee has been formed to score them. The general idea is that there are aging facilities that need to be addressed. The committee is looking at a broader scope that is conducive of all our properties and the headquarters. He noted that we are beginning to focus on the next step in the process. Chairman Biscanin read off the names of the Ad Hoc committee members: Commissioners Watkins, Barber, Biscanin, Breitenstein, Rhodes and McDonald. Vice-Chairman Banks was added to the list of names. Commissioner Watkins noted that the plan is to have the scoring done by next month and provide a report to the board. Mr. Scott again stated that the packets would be available on the way out for members of the Ad Hoc committee. Chairman Biscanin noted that while there are seven members on the committee, all of them are not always available and if all seven are present, one of them may have to be excused.

Finance

Commissioner McDonald noted that she did not have a report, but the finance committee would need to meet, as they have been handed a task to complete. She expects to set something up for early February. Mr. Scott noted that the IRS exit interview will be held on Tuesday at 9am and the auditor will be able to tell us if there are any audit findings. He cautioned that the auditor has indicated there may be an issue with mileage and lunches for the commissioners.

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

Chairman Biscanin discussed re-evaluating the committees and members serving on the committees. He recommended that any board member with ideas or willingness to volunteer on a committee should contact Mr. Scott

Old Business Discussion Item

Resolution No. 3331, security services at K1-55 Wyandotte Towers, was introduced.

Mr. Scott noted that this resolution was discussed last month and it encompasses security monitoring at Wyandotte Towers, and from Wyandotte Towers, to our other locations. Two bids were received and the current vendor can extend the contract until we have another firm in place. Last month, the board asked staff to follow-up with the bidders to gain more information. Mr. Scott noted that either company can perform the task. Board members were provided with information concerning the "X" factor. However, the "X" factor refers to sealed bids and this was not a sealed bid. He asked the board to keep this in mind in making the decision, as it may come up again in the future. Ms. Linnell then referred the board to the bid comparison sheet. It shows a drastic price increase for 2017. The new contact shows an annual increase of \$59,453 with Kansas City Ultimate Security and a \$36,588 increase with Titan Protection and Consulting. Ms. Linnell went on to explain that the contact runs for two years, and in light of the financial concerns, we will not be looking at the add alternates. New security cameras are being installed and we will look at the outcome to see how this will work for us. The nine per cent for Section 3 does not apply as this was not a sealed bid. Ms. Linnell then made the recommendation to use Titan. Commissioner Garner asked about the cameras. Ms. Linnell indicated cameras would be installed at four buildings: Westgate Towers, Wyandotte Towers, Bethany Towers and Douglas Heights Hi-rise. We hope to eventually install cameras on all the properties to aid with security. Basic security consists of 24 hours a day, seven days a week at Wyandotte Towers, to monitor who comes into the building, monitor the cameras, the pull cords for all the other buildings, and to notify the aide at each building. Commissioner Garner asked if doing a rebid was an option as we only received two bids. Ms. Linnell noted the contract runs out on January 31, 2017. These businesses are prepared to start February 1, 2017. There are stipulations that we can get out of the contract if this is not a good fit. Commissioner McDonald offered that the board really wanted to honor Section 3, even though it was higher, and that we would go back to them and get them to reconsider on their price. Mr. Scott noted that we did go back to them and this was their final bid for the scope and quality of service. Ms. Linnell added that both security companies came back with the same answer and would not make an adjustment in their price. Commissioner Garner questioned what we were giving up to be able to afford this increase. Mr. Scott answered that we are looking to the Capital Funds, but it will put a damper on doing other things. He noted that administratively we wanted to increase our technology, such as iPads for our maintenance staff which will have to be put on hold and our leave system was going to be automated at a cost of \$50,000. Mr. Scott indicated there are a number of things that we will look at to supplement this overage. Commissioner McDonald noted there has been a saving on pest

control and there could be a cost savings on utilities. Commissioner Watkins noted there was a rise in our subsidy. Mr. Gibson qualified what Commissioner Watkins was saying, in that while the subsidy was higher this year, our preliminary figures show that our subsidy will not be higher next year. Commissioner Watkins further qualified that more money was received for 2017 and Mr. Gibson agreed. Commissioner Garner asked were the properties selected based on needs for the security services. Ms. Linnell noted that was correct, as there are 270 households at Wyandotte Towers, and the emergency station must be manned somewhere to help out in the other areas. Vice-Chairman Banks agreed with Ms. Linnell's assessment, having provided security services at Wyandotte Towers, prior to being on the board.

Commissioner Banks made a motion to approve Resolution No. 3331. Commissioner Garner seconded the motion and the following vote was recorded:

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

NAYS: None

ABSENT: Breitenstein, Frey

ABSTAIN: None

RESOLUTION NO. 3331—SECURITY SERVICES AT K1-55 WYANDOTTE TOWERS.

Motion carried.

Chairman Biscanin called for a motion to go into Executive Session for 30 minutes to discuss a legal matter. Vice-Chairman Banks made the motion. Commissioner Rhodes seconded the motion and the following vote was recorded:

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

NAYS: None

ABSENT: Breitenstein, Frey,

ABSTAIN: None

Motion carried. *Executive Session lasted from 1:15pm—1:45pm.*

Commissioner Watkins made the motion to extend Executive Session for another 30 minutes. Commissioner Rhodes seconded the motion and the following vote was recorded:

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

Motion carried. *Executive Session lasted from 1:45pm—2:15pm.*

Commissioner McDonald made the motion to extend Executive Session for another 30 minutes. Commissioner Rhodes seconded the motion and the following vote was recorded:

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

Motion carried. *Executive session lasted from 2:15pm—2:45pm.*

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

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

Motion carried.

John P. Biscanin, Chairman

Milton Scott, Interim Executive Director

INTERIM EXECUTIVE DIRECTOR'S REPORT

February 2017

1. January 20, 2017 Sharron Davis-Mays and I met with housing Commissioner Tim Rhodes and Kathy Siddens from US Bank regarding an educational outreach program with our residents. US Bank is considering identifying \$1000 from its Diversity Council budget to use toward this program. We hope to hear more about this event over the next few months.
2. January 23, 2017 KCKHA senior staff met with HUD staff Fran Cleary, Craig Vandervort, Liza Abney, Larry Maxwell and Peter Reeves as part of a Meet and Greet. We saw the need to continue to work together to address federal regulations and specifically HUD directives. An area of concern was our occupancy. HUD has asked KCKHA to provide them with a plan regarding occupancy by April. Included in the handout provided to the board, is a timeline of activities that the agency will undertake to seek feedback. The goal is to provide a comprehensive action plan to address outreach and retention efforts aimed at improving and maintaining our occupancy.
3. January 31st and February 1st 2017 KCKHA staff took part in Sexual Harassment Training as part of our ongoing staff development activities. At each session staff was given excerpts from our personnel policy on Section 1.5 *Discrimination, Harassment or Coercion* and on Section 1.6 *Sexual Harassment* along with our current policy that was adopted by the board in 2016. In addition, staff was provided with a newly designed bookmark which provides information on multiple ways to report any form of harassment. A follow-up session will be conducted on February 23rd with staff that were not able to attend either of the two dates.
4. On January 30, 2017 KCKHA wrote a letter of support for a grant from the Greater Kansas City Health Care Foundation on behalf of Kim Wilson Housing (KWH) Inc. to fund a new program they want to launch this year. The Housing Location Services program is intended as one of its goals to partner with the housing authority by providing assistance to residents who appear on the Housing Authority eviction list. KWH staff would cross-reference the list with their case load to identify shared households. Often time our residents are in the middle of a crisis and this will provide them with professional resources in the community to assist the household. KWH and KCKHA will establish a MOU to refer clients to the program.
5. February 2, 2017 Paula Draves and I met with Greg Talkin, UG Neighborhood Resources Center Director and Rachel Miskec, UG Program Coordinator – Rental Inspection. We discussed an effort to open up communication on ways the UG and KCKHA could benefit the overall rental inspection process. Over the next few months the Section 8 staff will review and identify ways to enhance such efforts and bring them to the Board.
6. The following monthly reports are attached:
 - A. Statement of Funds
 - B. Delinquency Report
 - C. Disbursements Over \$1,000
 - D. Operating Receipts and Expenditures
 - E. Maintenance Report
 - F. Occupancy Report
 - G. Modernization Report
 - H. Resident Initiative Report
 - I. Section 8 Report
 - J. Monthly Move-ins and Move-outs
 - K. UPC Activity Report (*not provided*)

**Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended January 31, 2017**

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$569,812.27	Liberty
Payroll Account	0.00%		\$21,689.35	Liberty
ACH Pymt Account	0.15%		\$2,392.07	Liberty
Rent Depository Account (NEW)	0.00%		\$1,170,437.26	Brotherhood
Rent Bank Deposit Accounts	0.75%		\$35,085.32	Various
Homeless Prevention Program	0.75%		\$5,485.41	Brotherhood
Sponsorship Program	0.75%		\$20,940.18	Brotherhood
Section 8 Checking (NEW)	0.00%		\$207,750.73	Brotherhood
EPC Replacement Reserve Acct	0.15%		\$38,567.29	Liberty
Community Hsg Inv Group			\$152,325.21	Liberty
KCKHA Debt Service Account			\$652,175.40	Deutsche Bank
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 February 10, 2017 provided by Banks.

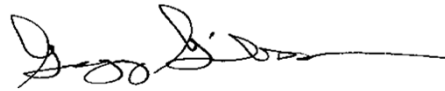
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Gregg Gibson
Director of Finance

**Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of January 2017**

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$52,319.72	(\$21,972.52)	\$30,347.20
Total Charges to Tenants for Month			\$424,457.78
Delinquency Ratio			7.15%
Petitioned to Court Last Month (<i># of Summons Issued</i>)			54
Praecipes Issued (<i># on Setout List</i>)			47
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 JANUARY'17

CONTRACT COSTS

Allied Universal Security Services	\$7,867.20
Allied Universal Security Services	\$2,503.20
Allied Universal Security Services	\$2,503.20

EQUIPMENT COSTS

MAINTENANCE COSTS

Carpet Corner Inc.	\$2,645.65
Carpet Corner Inc.	\$1,641.30
Crime Scene Cleaners, Inc	\$1,415.00
Deffenbaugh Industries Inc.	\$3,638.40
Dorma USA Inc. DBA Door Controls	\$2,385.20
Duranotic Door Inc	\$2,440.00
Ferguson Enterprises Inc	\$1,638.47
General Electric Co.	\$11,557.00
General Electric Co.	\$1,568.74
Goode Developing & Associates, LLC	\$7,250.00
Johnstone Supply Co.	\$1,829.64
Johnstone Supply Co.	\$1,029.20
Kansas City Winnelson Co.	\$1,075.72
Klemp Electric Mach. Co. Inc.	\$1,965.21
Lippert Mechanical Serv Corp	\$2,604.91
Mccray Millwork	\$2,048.71
Minnesota Elevator Inc	\$5,857.80
Minnesota Elevator Inc	\$4,413.34
Oscar's Maintenance Service Corp., LLC	\$1,825.00
Oscar's Maintenance Service Corp., LLC	\$1,585.00
Oscar's Maintenance Service Corp., LLC	\$1,445.00
Oscar's Maintenance Service Corp., LLC	\$1,345.00
Oscar's Maintenance Service Corp., LLC	\$1,100.00
Pcs	\$1,279.62
Plakes Tree Service	\$1,050.00
Precision Plumbing & Construction	\$13,507.00
Precision Plumbing & Construction	\$4,911.00
Predator Termite & Pest Contr	\$4,497.30
PRESTO-X	\$1,350.00

Kansas City, Kansas Housing Authority
Payments Over \$1,000.00
For The Month of JANUARY'17

Sherwin-Williams Co.	\$3,322.67
SOS Pest Control	\$4,500.00
SOS Pest Control	\$1,350.00
Strasser Hardware	\$1,693.67
Supplyworks	\$2,123.66

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

Three Sons Construction	\$16,975.00
Three Sons Construction	\$5,725.00
Three Sons Construction	\$5,450.00
Three Sons Construction	\$4,850.00
Wilmar Industries	\$1,664.18
Wilmar Industries	\$1,152.36
Zep Manufacturing Co	\$1,913.48

MISCELLANEOUS COSTS

Alexander Open Systems	\$3,315.00
American Express	\$1,386.85
Mike Price	\$1,143.82
Staples Advantage	\$2,892.90
Time Warner	\$1,534.33
U.S BANK EQUIPMENT FINANCE	\$2,694.58
WEX Bank	\$3,805.02

OTHER GRANT COSTS

Frye Construction Co., Inc	\$109,080.00
Pfefferkorn Engineering & Environmental	\$7,750.00
Pfefferkorn Engineering & Environmental	\$2,250.00

PAYROLL COSTS

AETNA	\$90,359.29
AFLAC Premium Holding	\$2,733.62
Colonial Life & Accident	\$4,864.18
Delta Dental	\$4,159.43
Kansas Payment Center	\$1,034.34
Kansas Payment Center	\$1,034.33
Kansas Payment Center	\$1,026.33
KPERS Retirement System	\$29,765.83

Kansas City, Kansas Housing Authority
Payments Over \$1,000.00
For The Month of JANUARY'17

KPERS Retirement System	\$28,550.22
KPERS Retirement System	\$28,511.01
Nationwide Retirement	\$3,129.08
Nationwide Retirement	\$3,129.08
Nationwide Retirement	\$3,059.08
UMB Health Savings Acct.	\$43,500.00
UMB Health Savings Acct.	\$3,768.50
UMB Health Savings Acct.	\$3,768.50
W. H. Griffin Trustee	\$1,077.24

INTERBANK TRANSFERS

Liberty Gen Fund to Payroll Transfers	\$179,800.00
Liberty Gen Fund to Payroll Transfers	\$178,700.00
Bank of Labor Gen Fund to Liberty Gen Fund	\$500,000.00
Liberty Gen Fund to ACH Transfers	\$43,125.00
Liberty Gen Fund to ACH Transfers	\$36,800.00
Liberty Gen Fund to ACH Transfers	\$35,500.00

UTILITIES COSTS


Atmos Energy	\$4,973.89
Board of Public Utilities	\$79,406.30
Board of Public Utilities	\$37,094.60
Board of Public Utilities	\$29,515.45
Board of Public Utilities	\$23,998.45
Board of Public Utilities	\$23,407.29
Constellation New Energy-Gas	\$16,716.27
Kansas Gas Service	\$30,699.42
Kansas Gas Service	\$6,473.00
Kansas Gas Service	\$1,377.77
Kansas Gas Service	\$1,243.85



Gregg Gibson
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending January 31, 2017

Due to the timing of receiving bank statements and preparing journal entries for recording the prior month activities and the preparation of these board packets, we do not have reports to provide in advance for the January 31, 2017 operating statement. These reports, however, will be prepared by and distributed at the board meeting date of next Thursday. We appreciate your understanding on the timing of this necessary delay.



Gregg Gibson
Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY
MAINTENANCE REPORT
FOR THE MONTH OF JANUARY 2017**

CUSTOMER SERVICE & SATISFACTION SURVEY - JANUARY 2017

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
01/03/17	74	10	84	5	5	0	5
01/04/17	79	13	92	6	6	0	7
01/05/17	109	6	115	1	1	0	5
01/06/17	61	7	68	3	3	0	4
01/09/17	92	6	98	2	2	0	4
01/10/17	79	13	92	7	7	0	6
01/11/17	53	5	58	3	3	0	2
01/12/17	98	7	105	4	4	0	3
01/13/17	102	8	110	4	4	0	4
01/17/17	140	9	149	3	3	0	6
01/18/17	156	11	167	5	5	0	6
01/19/17	89	7	96	4	4	0	3
01/20/17	143	10	153	5	5	0	5
01/23/17	86	11	97	7	7	0	4
01/24/17	93	14	107	6	6	0	8
01/25/17	148	9	157	5	5	0	4
01/26/17	96	7	103	3	3	0	4
01/27/17	83	10	93	6	6	0	4
01/30/17	90	6	96	3	3	0	3
01/31/17	68	14	82	6	6	0	8
TOTAL	2,085	192	2,271	91	90	0	98

(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 47% of the service work orders completed
- (b) No Response 51% of the service work orders completed
- (c) Favorable Response 99% of the residents contacted
- (d) Unfavorable 0% of the residents contacted

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

	Family	Elderly	Total
Total Vacancy	120	62	182
Units in Mod	2	13	15
Fire Units	4	1	5
Rentable Units	114	48	162
Move-Ins	21	17	38
Move-Outs	16	14	30
Units Available	9	2	11
Units Readied in JAN	22	17	39

REPORT F

December 2016 Occupancy Report

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 JUNIPER GARDENS	265	221	44	83%	86%
K1-2 ST. MARGARETS PARK	100	85	15	85%	85%
K1-3 CYRUS K. HOLIDAY	60	51	9	85%	80%
K1-4 WYANDOTTE TOWERS	302	282	20	93%	94%
K1-5 BELROSE MANOR	90	81	9	90%	89%
K1-6 Elderly DOUGLAS HEIGHTS	101	91	10	90%	95%
K1-6 Family DOUGLAS HEIGHTS	99	90	9	91%	91%
K1-7 SCATTERED SITES	24	15	9	63%	54%
K1-9 SCATTERED SITES	30	30	-	100%	100%
K1-10 SCATTERED SITES	42	30	12	71%	81%
K1-11 GRANDVIEW PARK	39	36	3	92%	92%
K1-12 CHALET MANOR	66	58	8	88%	91%
K1-13 WELBORN VILLA	80	79	1	99%	99%
K1-14 BETHANY PARK TOWERS	153	144	9	94%	97%
K1-15 SCATTERED SITES	20	17	3	85%	90%
K1-17 GLANVILLE TOWERS	108	101	7	94%	97%
K1-18 ROSEDALE TOWERS	122	115	7	94%	92%
K1-20* WESTGATE TOWERS	163	147	16	90%	90%
K1-21 SCATTERED SITES	8	-	8	0%	38%
K1-22 WESTGATE VILLA	20	19	1	95%	95%
K1-23 SCATTERED SITES	38	38	-	100%	100%
K1-24 PLAZA TOWERS	115	113	2	98%	98%
K1-25 SCATTERED SITES	12	11	1	92%	92%
Sub-Total before Adjustments	2,057	1,854	192	90%	91%
Less: # of Deprogrammed Units	31		31		
Less: # of Units Under Modernization	20		20		
Total Units Available for Occupancy	2,006	1,854	141	92%	94%

(*) Modernization units

MODERNIZATION AND DEVELOPMENT REPORT **FEBRUARY 2017**

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. 2nd floor is complete, punch list item repairs are pending. 1st floor is complete. Cleanup and final inspection are pending. Phase IV construction is nearing completion.

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, surface installation and concrete sidewalk installation is complete and has been inspected. Sodding of disturbed area is pending weather permitting.

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

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, conduit and wire pull is complete at Westgate, Wyandotte, Bethany and Douglas Heights. Camera installation is underway at Wyandotte Tower. Camera and equipment installation is nearing completion at all four high rises. System adjustments, inspection and training are pending.

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
FEBRUARY 2017
SUBMITTED BY
SHARRON DAVIS-MAYS
SELF-SUFFICIENCY COORDINATOR

On January 20, 2017 Milton Scott, Interim Executive Director and I met with Commissioner Tim Rhodes and Kathy Siddens, Community Affairs Coordinator with US Bank to discuss financial literacy for the residents. We discussed using the Money Smart Program and having residents introduced to opening IDA's (Individual Development Accounts). These programs will teach the residents how to manage and save money. Commissioner Rhodes also asked to attend the Public Housing Resident Council (PHRC) meeting in the month of February.

On January 21, 2017 I met with Mary E. McConnell, PhD; from the University of Missouri at Kansas City to work on the curriculum for the Section 3 Program. Dr. McConnell and I will meet again on February 25, 2017 to complete the curriculum. We plan to begin recruiting residents for the Section 3 Program in March of 2017.

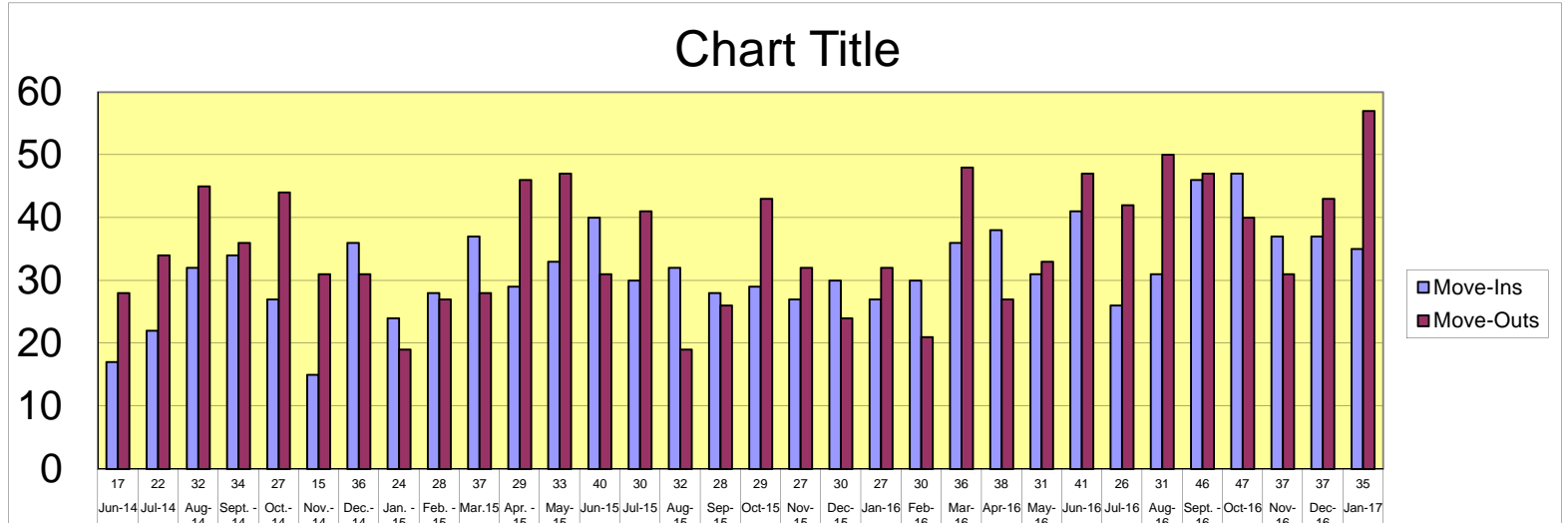
On January 25, 2017 the PHRC met to sign the Memorandum of Understandings (MOU) with the Housing Authority. There were eighteen resident leaders present. The resident leaders reviewed the final copy to ensure that the changes were placed in the MOU's.

In addition to the MOU's, resident retention and how the resident councils can help with keeping residents from being evicted from their units, was discussed. During the discussion, residents were charged with the task of coming up with ideas on how to help with resident retention and bring their ideas back to the next meeting in February. Their ideas will be shared with the housing authority.

Month	Year	Units	HAP
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
October	2016	1424	842,208
November	2016	1436	847,693
December	2016	1459	867,016
January	2017	1464	878,579
February	2017	1474	883,557

Kansas City, Kansas Housing Authority
Move-Ins and Move-Outs - June 2014-Jan. 2017

Month	Move-Ins	Move-Outs
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
Nov-16	37	31
Dec-16	37	43
Jan-17	35	57



Resolution Number 3334

BE IT RESOLVED that the Board of Commissioners of the Kansas City, Kansas Housing Authority (KCKHA) approves Resolution 3334, recognizing Theresa Duke for her valuable service to this agency from February 21, 2008—January 26, 2017.

NOW, THEREFORE, the Board of Commissioners does hereby approve Resolution 3334, recognizing Theresa Duke for her valuable contribution to our programs and to the citizens of Kansas City, Kansas.