



Agenda

Housing Authority of the City of Kansas City, Kansas

Regular Meeting

Thursday, February 20, 2020
12 noon

Administration Office
1124 N. 9th Street

- I. Roll Call
- II. Approval of the Minutes
Regular Board Meeting January 16, 2020
(Pages 1—6)
- III. Executive Director's Report
(Pages 7—24)
- IV. Committee Reports
- V. New Business Consent Items: None
- VI. New Business Discussion Items: None
- VII. Adjournment

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

Thursday, January 16, 2020
12 noon

Administrative Office
1124 N. 9th Street

On the 16th day of January 2020 at 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 Watkins, and upon roll call, the following members of the body were present:

Matthew T. Watkins, Chairman
Rev. Jimmie L. Banks, Vice-Chairman
Jacques Barber, Commissioner (via conference call)
Broderick Crawford, Commissioner
Don Jolley, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
Denise Tomasic, Commissioner
Linda Warner, Commissioner

ABSENT: Rachel Jefferson, Commissioner
Cardelia Walker, Commissioner
Charles Wilson, Commissioner

ALSO PRESENT: Thomas M. Scott, Executive Director/CEO
Cherrie Escobar, Director of Section 8
Gerald Glavin, Asst. Director of Facilities Management
Sharron Davis-Mays, Self-Sufficiency Coordinator
Benice Meeks, Assistant Director of Finance
Jacqueline D. Randle, Executive Services Manager
Julio Marino, Jr., Inventory Clerk/IT Support
Caroline Rogers, Director of Finance
Anthony J. Shomin, Director of Facilities Management
Kendra Tyler, Asst. Director of Housing Management

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

Chairman Watkins called for the approval of the minutes. Commissioner McDonald made a motion to approve the minutes of December 19, 2019. Commissioner Jolley seconded the motion and the following vote was recorded:

AYES: Banks, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins
NAYS: None
ABSENT: Barber, Jefferson, Walker, Wilson
ABSTAIN: Warner

Motion carried.

Chairman Watkins suggested moving up the agenda items. Commissioner Crawford made a motion to move up the consent and discussion items. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Banks, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins, Warner
NAYS: None
ABSENT: Barber, Jefferson, Walker, Wilson
ABSTAIN: None

Motion carried.

New Business Consent Item

Resolution No. 2020-01, authorizing the declaration of an emergency to evaluate, design, repair, replace and upgrade the agency's computing system and retroactively authorize the Executive Director to execute a contract to evaluate, design, repair, replacement and upgrade of the computing system with Converge One.

Mr. Scott noted this has been discussed quite a bit. With no further comments, the vote was taken.

Vice-Chairman Banks made a motion to approve Resolution No. 2020-01. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Banks, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins, Warner
NAYS: None

ABSENT: Barber, Jefferson, Walker, Wilson
ABSTAIN: None

Motion carried.

RESOLUTION NO. 2020-01—AUTHORIZING THE DECLARATION OF AN EMERGENCY TO EVALUATE, DESIGN, REPAIR, REPLACE AND UPGRADE THE AGENCY'S COMPUTING SYSTEM AND RETROACTIVELY AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT TO EVALUATE, DESIGN, REPAIR, REPLACEMENT AND UPGRADE OF THE COMPUTING SYSTEM WITH CONVERGE ONE.

Commissioner Barber joined the meeting via conference call.

New Business Discussion Item

Resolution No. 2020-02, approving the Family Self-Sufficiency Program Action Plan, was introduced.

Mr. Scott noted that Ms. Mays would be in charge of the Family Self-Sufficiency (FSS) Program. He advised that the Housing Authority was successful in receiving a grant for the self-sufficiency program which would be used for Section 8 program participants only. The amount received is for the employment of a FSS Coordinator that Ms. Mays will supervise. This is a five-year program for Housing Choice Voucher participants to be involved in ongoing training. During the course of the program an amount would be deposited in escrow for the participants. At the end of five years, the money would be available to them. The money would be drawn out of LOCCS. Mr. Scott noted we are ready to hire a FSS Coordinator. Commissioner Warner asked for clarification on page 33 regarding being free of welfare assistance. Ms. Mays explained that participants could receive SNAP, Medicaid and child care assistance, and still qualify for the FSS program. However, they are encouraged to work, which drives the program. Money goes into an interest bearing escrow account monthly. Mr. Scott noted that Ms. Mays has worked with this program in Johnson County and Kansas City, Missouri. Commissioner McDonald referred the Board to page 32, under Support Services, where she was hoping to see something about substance abuse treatment. She explained that substance abuse could be a factor for some in the program. Ms. Mays noted that the case manager would work directly with the families and provide referrals. Mr. Scott suggested that Ms. Mays add that language to the program to include substance abuse treatment. Commissioner McDonald indicated she could be a resource for Al-Anon.

Commissioner Warner made a motion to approve Resolution No. 2020-02 to include substance abuse treatment referrals. Commissioner Crawford seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins, Warner

NAYS: None

ABSENT: Jefferson, Walker, Wilson

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2020-02—APPROVE THE FAMILY SELF-SUFFICIENCY PROGRAM ACTION PLAN.

Executive Director's Report

- Mr. Scott informed the Board that HAB has been here all week. The first two and a half days were spent with the finance staff and the rest of the time was spent with other departments. We will identify areas of concern and have HAB come back at a later time to provide additional training.
- The phone system upgrades began this week and are in process. The kick-off date for the data upgrades is January 29, 2020.
- HCap, who is recruiting for the Assistant Director of Finance, Director of Housing Management and Executive Director have identified 4-6 candidates for the Assistant Director of Finance position. The search for the Assistant Finance Director position began in December prior to the holidays. The Director of Housing Management and Executive Director positions were approved on Monday and posted on Wednesday. Chairman Watkins asked about HAB. Mr. Scott noted they that HAB has stayed until 7 p.m. several nights this week. He indicated that while we have not made a final determination about HAB, he believes they will be okay and that we will stick with them.
- Mr. Scott has not heard back from Bonner Springs' city council. He will provide a follow-up when he hears back from them.
- Pictures are available from the property on Meadowlark Lane. Mr. Scott than provided a re-cap before the slide show began. He advised that we were given the go-ahead in September to continue with the Meadowlark Lane project.
- Mr. Glavin then narrated the slide show and Mr. Marino facilitated the show. (Commissioner Crawford leaves.) Mr. Glavin thanked the Board for its support of the new maintenance facility and expressed his staff's

appreciation. Mr. Scott acknowledged Mr. Shomin and his staff for their work on the new maintenance facility. Chairman Watkins indicated the project was advancing and taking shape.

Committee Reports

Chairman Watkins called for committee reports.

Bylaws

Commissioner Barber indicated there was no report.

Finance

Commissioner McDonald indicated there was no report.

Inclusion and Public Information

Commissioner Warner indicated there was no report.

Personnel

Vice-Chairman Banks indicated that a written summary of their meeting on Tuesday was passed out. They are making progress which fits with the direction of the organization. He noted the personnel appraisal system is being updated to more adequately measure the various levels of staff. The final performance appraisal form will be brought to the Board for its approval.

Development and Improvement

Commissioner Rhodes indicated the Development and Improvement committee has not met this year, but will meet shortly.

Resident Participation

Did not meet.

Executive Committee

Did not meet.

CHIG

Chairman Watkins indicated that CHIG has its quarterly meeting scheduled for next Tuesday.

Commissioner McDonald asked about the NAHRO webinar that was noted in the handouts. Commissioner Rhodes indicated that NAHRO has put out two webinars which would be of particular interest to this Board, one is in regard to non-federalized funds and the other one is in regard to repositioning properties. Commissioner McDonald expressed her interest in attending one or both of the trainings; and to have the training in one location at the Housing Authority. It was noted that the maximum attendance would be six. Chairman Watkins suggested having Ms. Randle send something out to see how many are interested and going from there.

Chairman Watkins called for adjourn and it passed unanimously.

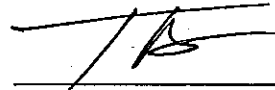
Matthew T. Watkins, Chairman

Thomas M. Scott, Executive Director/CEO

Executive Director's Report

February 20, 2020

1. The following monthly reports:
 - 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 Utilization Report
 - J. Monthly Move-in and Move-outs



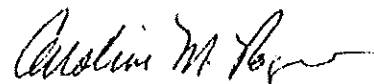
Thomas M. Scott
Executive Director/CEO

Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended January 31, 2020

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$518,099.19	Liberty
Payroll Account	0.00%		\$3,969.78	Liberty
ACH Pymt Account	0.15%		\$6,126.78	Liberty
Rent Depository Account	0.00%		\$1,220,505.55	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$59,657.81	Various
Homeless Prevention Program	0.90%		\$5,635.08	Bank of Labor
Sponsorship Program	0.50%		\$19,677.90	Bank of Labor
Section 8 Checking	0.00%		\$80,256.93	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,741.21	Liberty
KCKHA Debt Service Account			\$682,111.58	Deutsche Bank
CD#120245349	1.80%	08/26/20	\$500,000.00	Bank of Labor

(a) Represents Rates as of February 20, 2020 provided by Banks.

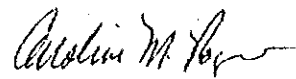
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Caroline M. Rogers
Director of Finance

**Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of Jan 2019**

	<u>Rent & Other Charges</u>	<u>Repayment Agreements</u>	<u>Net Total</u>
Accounts Receivable (Amounts Delinquent)	\$206,127.50	(\$105,268.62)	\$100,858.88
 Total Charges to Tenants for Month			 \$472,002.08
 Delinquency Ratio			 21.37%
 Petitioned to Court			 <u>23</u>
 Praecipes Issued			 <u>23</u>
 Evictions			 <u>10</u>
 Pending Evictions			 <u>0</u>



Caroline Rogers
Director of Finance

Schedule C - Expenses Over \$1,000
Kansas City, Kansas Housing Authority
 Payments Over \$1,000.00
 For The Month of JANUARY'20

CONTRACT COSTS

VETS Securing America	\$12,633.44
VETS Securing America	\$12,633.44

MAINTENANCE COSTS

Donisha Henderson dba	\$1,305.00
Ferguson Enterprises Inc.	\$2,645.64
General Electric Company	\$5,580.00
Green Acres	\$4,300.00
H.D. Supply	\$3,091.04
H.D. Supply	\$1,432.03
H.D. Supply	\$1,300.31
Home Depot Pro-SupplyWorks	\$1,789.84
Home Depot Pro-SupplyWorks	\$1,391.73
Jetalum	\$1,602.72
Kansas City Winnelson Co.	\$1,605.00
Martin Mechanical Corporation	\$1,180.00
Midwest Supply Inc.	\$1,319.22
MINNESOTA ELEVATOR INC	\$1,125.00
Olney Sales Inc.	\$1,953.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$4,280.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$3,900.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$2,250.00
Pcs	\$2,267.30
PDQ Supply Inc.	\$1,531.20
Precision Plumbing & Construct, Inc	\$6,471.00
Precision Plumbing & Construct, Inc	\$2,787.00
Riback Supply Company	\$2,151.72
Sherwin-Williams Co	\$2,638.43
Sherwin-Williams Co	\$1,259.65
Sherwin-Williams Co	\$1,239.01
Smallwood Locksmiths, Inc	\$1,223.33
SOS Pest Control	\$1,350.00
STACO ELECTRIC CONSTRUCTION CO	\$2,400.00
Stanion Wholesale Elec. Co.	\$4,278.29
Stanion Wholesale Elec. Co.	\$2,686.15
Strasser Hardware	\$1,444.15
SUTTON REMODELING, LLC	\$2,200.00
SUTTON REMODELING, LLC	\$1,480.00
SUTTON REMODELING, LLC	\$1,120.00
Ted Systems LLC	\$2,605.00
Three Sons Painting LLC	\$10,410.00
Three Sons Painting LLC	\$5,330.00
Waste Management	\$8,660.73

Schedule C - Expenses Over \$1,000
Kansas City, Kansas Housing Authority
 Payments Over \$1,000.00
 For The Month of JANUARY'20

MISCELLANEOUS

American Express	\$3,154.42
AT&T	\$7,832.49
AT&T	\$2,646.34
CITRIN COOPERMAN & COMPANY	\$7,250.00
CITRIN COOPERMAN & COMPANY	\$5,500.00
GFI DIGITAL	\$5,355.00
GFI DIGITAL	\$5,355.00
Johnson Controls Inc.	\$1,933.55
Kinkos Fedex	\$1,894.01
OFFICE ESSENTIALS, INC	\$3,060.66
OFFICE ESSENTIALS, INC	\$1,616.04
PayLease, LLC	\$2,164.09
PayLease, LLC	\$1,878.87
Postmaster	\$5,000.00
SCOTT & ASSOCIATES, LLC	\$10,000.00
SCOTT & ASSOCIATES, LLC	\$9,900.00
SCOTT & ASSOCIATES, LLC	\$8,000.00
Time Warner Cable	\$3,476.03
U.S BANK EQUIPMENT FINANCE	\$2,566.26
WEX BANK DBA WRIGHT EXPRESS FSC	\$4,167.88

MODERNIZATION

Archetype Design Group Inc	\$1,565.40
Carpet Corner Inc.	\$33,806.40
Construction Managment Services, Inc	\$181,320.27
ConvergeOne, Inc	\$50,989.91
ConvergeOne, Inc	\$40,195.93
KANSAS CITY TESTING &	\$1,521.50
Lowes	\$1,542.96
MINNESOTA ELEVATOR INC	\$121,180.60
Williams Spurgeon Kuhl & Freshnock	\$1,025.26

PAYROLL COSTS

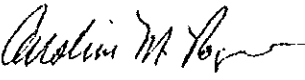
Blue Cross Blue Shield Of KC	\$98,503.01
Colonial Life & Accident Ins	\$4,226.71
Delta Dental	\$5,111.17
Kansas Payment Center	\$1,936.87
Kansas Payment Center	\$1,936.87
Kansas Public Employ Ret Syst	\$30,507.37
Kansas Public Employ Ret Syst	\$30,589.70
Nationwide Retirement Solution	\$2,449.08
Nationwide Retirement Solution	\$2,449.08
UMB HEALTH SAVINGS ACCT	\$1,546.25

Schedule C - Expenses Over \$1,000
Kansas City, Kansas Housing Authority
Payments Over \$1,000.00
For The Month of JANUARY'20

UMB HEALTH SAVINGS ACCT	\$1,548.13
UMB HEALTH SAVINGS ACCT	\$10,200.00
W.H. GRIFFIN, TRUSTEE	\$3,294.40
WILLIAM W. HUTTON ATTORNEY AT LAW	\$4,025.00

UTILITIES COSTS

Atmos Energy	\$2,439.07
Atmos Energy	\$3,093.56
Board Of Public Utilities	\$66,108.51
Board Of Public Utilities	\$68,665.86
Board Of Public Utilities	\$81,318.80
Board Of Public Utilities	\$86,630.37
Constellation New Energy-Gas	\$9,361.62
Constellation New Energy-Gas	\$12,286.07
Kansas Gas Service	\$1,625.58
Kansas Gas Service	\$4,592.11
Kansas Gas Service	\$18,884.91

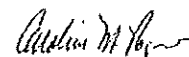

Caroline M. Rogers
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending December 31, 2019

	CEN OFFICE YR TO DATE	% 8%	CEN OFFICE BUDGET	PUBLIC HSG YR TO DATE	% 8%	PUBLIC HSG BUDGET	SECTION 8 YR TO DATE	% 8%	SECTION 8 BUDGET
OPERATING INCOME:									
Dwelling Rent				\$3,816,528.82	76%	\$5,052,098.00			
Fraud Recovery Income							\$107,950.19		
Interest Income	\$3,096.77	223%	\$1,390.00	\$5,396.64	87%	\$6,200.00			\$20.00
Tenant Income				\$299,237.74	94%	\$318,090.00			
Other Income	\$478,124.95	102%	\$469,242.00	\$66,922.69	6%	\$1,056,053.00	\$2,959.78		
Fee for Services - COCC	\$893,930.44	37%	\$2,385,276.00						
Management Fees	\$1,354,444.78	74%	\$1,838,931.00						
Total Operating Income	\$2,729,596.94	58%	\$4,694,839.00	\$4,188,085.89	65%	\$6,432,441.00	\$110,909.97	#####	\$20.00
Operating Subsidy				\$6,314,609.00	84%	\$7,489,377.00			
Prior Year Subsidy									
Section 8 Admin Fees							\$551,704.00	64%	\$863,666.00
Total Operating Receipts	\$2,729,596.94	58%	\$4,694,839.00	\$10,502,694.89	75%	\$13,921,818.00	\$662,613.97	77%	\$863,686.00
OPERATING EXPENSES:									
Administrative Salaries	\$581,750.78	59%	\$984,158.00	\$855,207.05	93%	\$923,521.00	\$223,030.88	75%	\$296,750.00
Management Fees				\$1,132,768.78	76%	\$1,498,208.00	\$221,676.00	65%	\$340,724.00
Other Admin Expenses	\$176,705.93	64%	\$278,119.00	\$220,210.02	73%	\$302,576.00	\$28,365.53	70%	\$40,632.00
Tenant Services									
Resident Assoc Expenses				\$10,007.23	39%	\$25,457.00			
Other Expenses				\$9,304.17	55%	\$16,955.00			
Total Utilities	\$31,005.14	62%	\$50,255.00	\$1,864,066.16	73%	\$2,551,312.00			
Maintenance Salaries	\$908,113.01	54%	\$1,678,428.00	\$1,186,365.62	98%	\$1,213,293.00			
Maint Materials	\$57,481.17	11%	\$519,096.00	\$491,204.09	206%	\$237,928.00	\$1,325.40	67%	\$1,966.00
Fee for Services - COCC				\$893,930.44	37%	\$2,385,276.00			
Other Maint Contracts	\$214,266.54	128%	\$167,142.00	\$914,248.25	85%	\$1,069,411.00	\$23,191.30	519%	\$4,468.00
Security Salaries									
Other Security Expense	\$19,528.92	21%	\$93,379.00	\$63,998.26	33%	\$192,439.00			
Insurance	\$100,740.13	82%	\$123,400.00	\$397,789.41	76%	\$522,181.00	\$17,663.93	76%	\$23,259.00
Terminal Leave Payments									
Employee Benefit Contributions	\$651,465.72	67%	\$972,731.00	\$686,519.38	88%	\$780,649.00	\$77,133.50	71%	\$108,413.00
Collection Losses				\$145,838.40	105%	\$138,440.00	\$48,061.06		
Interest Expense				\$454,209.30	76%	\$596,652.00			
Other General Expense	(\$9,945.98)			\$441.21	11%	\$4,142.00	\$9,026.23	52%	\$17,250.00
Total Routine Expenses	\$2,731,111.36	56%	\$4,866,708.00	\$9,326,107.77	75%	\$12,458,440.00	\$649,473.83	78%	\$833,462.00
Extraordinary Maintenance									
Depreciation Expense									
Contracts									
Casualty Losses - Net									
Total Operating Expenses	\$2,731,111.36	56%	\$4,866,708.00	\$9,326,107.77	75%	\$12,458,440.00	\$649,473.83	78%	\$833,462.00
Prior Year Adjustments									
Total Operating Expenditures	\$2,731,111.36	56%	\$4,866,708.00	\$9,326,107.77	75%	\$12,458,440.00	\$649,473.83	78%	\$833,462.00
Gain/(Loss) from Operations	(\$1,514.42)		(\$171,869.00)	\$1,176,587.12		\$1,463,378.00	\$13,140.14		\$30,224.00

*** December is the 9th month of the Fiscal Year Ending March 31st

*** Percentage 75.00% or 9/12th of the year



Caroline Rogers
 Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY
MAINTENANCE REPORT
FOR THE MONTH OF JANUARY 2019**

CUSTOMER SERVICE & SATISFACTION SURVEY - JANUARY 2019

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
01/02/20	63	13	103	4	4	0	9
01/03/20	111	14	62	1	1	0	13
01/06/20	57	12	69	2	2	0	10
01/07/20	77	17	94	6	6	0	11
01/08/20	63	13	76	5	5	0	8
01/09/20	51	7	58	2	2	0	5
01/13/20	60	8	68	4	4	0	4
01/14/20	45	17	62	8	8	0	9
01/15/20	38	11	49	4	4	0	7
01/16/20	68	16	84	7	7	0	9
01/21/20	75	11	86	6	6	0	5
01/23/20	80	16	96	3	3	0	13
01/24/20	81	8	89	3	3	0	5
01/30/20	107	15	122	8	8	0	7
	976	178	1,118	63 (a)	63 (c)	0 (d)	115 (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 44% of the service work orders completed
- (b) No Response 56% of the service work orders completed
- (c) Favorable Response 100% of the residents contacted
- (d) Unfavorable 0% of the residents contacted

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

	Family	Elderly	Total
Total Vacancy	127	55	182
Units in Mod	14	24	38
Fire Units	6	0	6
Rentable Units	100	14	144
Move-Ins	20	12	32
Move-Outs	21	20	41
Units Available	0	8	8
Units Readied in JAN	20	17	37

January 2020 Occupancy Report

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 *M(7) D(12) JUNIPER GARDENS	265	173	92	65%	68%
K1-2 D(1) ST. MARGARETS PARK	100	97	3	97%	95%
K1-3 D(1) CYRUS K. HOLIDAY	60	58	2	97%	98%
K1-4 *M(1) D(8) WYANDOTTE TOWERS	302	283	19	94%	96%
K1-5 *M(2) D(1) BELROSE MANOR	90	85	5	94%	97%
K1-6 Elderly DOUGLAS HEIGHTS	101	96	5	95%	99%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	98	1	99%	97%
K1-7 D(1) SCATTERED SITES	24	23	1	96%	96%
K1-9 D(1) SCATTERED SITES	30	29	1	97%	97%
K1-10 *M(2) SCATTERED SITES	42	39	3	93%	81%
K1-11 M(1) D(1) GRANDVIEW PARK	40	33	7	83%	80%
K1-12 D(2) CHALET MANOR	66	61	5	92%	95%
K1-13 WELBORN VILLA	80	80	-	100%	100%
K1-14 BETHANY PARK TOWERS	153	150	3	98%	97%
K1-15 *M(6) SCATTERED SITES	20	13	7	65%	70%
K1-17 *M(1) GLANVILLE TOWERS	108	102	6	94%	94%
K1-18 ROSEDALE TOWERS	122	120	2	98%	98%
K1-20 D(1) WESTGATE TOWERS	163	154	9	94%	94%
K1-21 D(1) SCATTERED SITES	8	7	1	88%	88%
K1-22 WESTGATE VILLA	20	20	-	100%	95%
K1-23 D(1) SCATTERED SITES	38	36	2	95%	97%
K1-24 M(18) PLAZA TOWERS	115	93	22	81%	83%
K1-25 D(1) SCATTERED SITES	12	12	-	100%	100%
Sub-Total before Adjustments	2,058	1,862	196	90%	92%
Less: # of Deprogrammed Units	35				
Less: # of Units Under Modernization	39		40		
Total Units Available for Occupancy	1,984	1,828	156	92%	94%

(*) Modernization units

MODERNIZATION AND DEVELOPMENT REPORT **FEBRUARY 2020**

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. All work has been completed.

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).

All funds in the 2013 Capital Fund Program have been obligated and expended. This program is being prepared for close-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 complete and all work has been completed.

The following project is complete: K1-4 Wyandotte Tower Carpet Replacement; K1-20 Westgate Tower Interior Modernization Phase IV, Floors 1, 2 & 3, and K1-54 Scattered Sites (15) Playground Improvements.

All funds in the 2014 Capital Fund Program have been obligated and expended. This program is being prepared for close-out.

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.

The following projects are complete: K1-57 Westgate Tower (20), Window Improvement; K1-54 Scattered Sites (23), HVAC Improvements; K1-57 Westgate Villa HVAC Central Air Conditioning Replacement.

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 \$250,000.00. 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.

The following project is complete: K1-55, Wyandotte Tower, K1-56 Bethany Park Tower and Douglas Heights High-rise, and K1-57, Westgate Tower Security Camera Improvement.

All funds in the 2015 Emergency Safety and Security Grant have been obligated and expended. This program is being prepared for close-out.

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. Architect and engineering firms have been selected to complete work under this program.

The following project are complete: K1-56 Rosedale Tower Fire Sprinkler Improvement, K1-57 Westgate Tower Parking Lot Improvement, and K1-56 Glanville Tower Common Area HVAC Improvement.

K1-57 WESTGATE TOWER AND PLAZA TOWER ELEVATOR MODERNIZATION

Bids were due on August 29th, 2018 for this project. Only one bid was received and therefore a bid analysis is required and the bid must be approved by HUD. Staff has reviewed the bid. The bid with our analysis has been submitted to HUD for consideration. HUD has reviewed and approved the single bid. The Board authorized the contract for this project at its October 2018 meeting to Minnesota Elevator Inc. in the amount of \$962,322.00. A pre-construction meeting was held on October 19, 2018. Notice to Proceed was issued on May 1, 2019. Plaza Tower passenger and freight elevator are now complete. Westgate Tower passenger and freight elevator are

complete. Final paper work, and close out documents have been submitted for close out of this project.

CAPITAL FUND PROGRAM 2017

The funding amount for this program is \$3,024,938.00. The public hearing and final budget were presented to the residents on December 7th, 2016. The Capital Fund Program 2017 was approved at the December 15th, 2016 Board meeting. Approval of the 2017 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 project is complete: K1-54 Scattered Sites (15) Interior Modernization Phase 1.

K1-55 WYANDOTTE TOWER ELEVATOR MODERNIZATION

The Board authorized this as an emergency repair at the August 2018 Board Meeting and awarded a modernization contract to Minnesota Elevator Inc., in the amount of \$501,545.00. Minnesota Elevator Inc. has completed an assessment of the equipment needed and has ordered the equipment. Work began on November 30, 2018. Work on both elevators is complete and has been accepted. Final paperwork and close out of this project have been submitted for final closeout.

K1-57 PLAZA TOWER - RELOCATION - FLOORS 6, 7, and 8

Bids were received on January 24, 2019, for the moving of residents from dwelling units on the 6th, 7th, and 8th floors of Plaza Tower. This is the first phase of interior modernization of Plaza Tower. Residents will be moved within Plaza Tower during this project. The apparent responsive low bidder is Coleman Worldwide Moving with a total bid of \$21,561.45. Five companies bid on this project. Bids ranged in price from \$21,561.45 to \$47,685.00. Since the contract amount is below the threshold of \$75,000 requiring Board of Commissioners approval. Staff awarded a contract to Coleman Worldwide Moving, in the amount of \$21,561.45. All residents have been moved off of the 8th Floor.

K1-54 SCATTERED SITES (15) RELOCATION

Bids have been received for the relocation of the residents of 6 houses in preparation for Phase 2, of Interior Modernization. The low bidder, a Friend with a Truck, has entered into a contract in the amount of \$5,700.00 to move these 6 residents. Delivery of boxes in preparation for moving of these 6 residents is scheduled for the week of February 17th, 2020.

K1-56 ROSEDALE TOWER AIR HANDLER REPLACEMENT

Bids were received on June 12th, 2019 for this project. Three contractors bid on this project. Bids ranged in price from \$42,350.00 to \$71,000.00. The low bid of \$42,350.00

was submitted by Anderson Mechanical LLC. Since this amount is below the threshold of \$75,000 requiring Board approval, staff has awarded a contract for air handler replacement at Rosedale Tower to Anderson Mechanical LLC, in the amount of \$42,350.00. A pre-construction meeting was held on July 12th, 2019. Equipment has been ordered and received. Notice to Proceed was issued on February 16th, 2020. The contractor has determined that the HVAC valves will not close and must be replaced, prior to the replacement of the air handler. Bids are being received for replacement of the HVAC valves.

K1-53 DOUGLAS HEIGHTS HVAC REPLACEMENT

Bids were received on June 26th, 2019 for this project. The Board authorized the award of a contract at the July 2019 meeting to AAIM Services, LLC, in the amount of \$284,000.00. Pre-construction meeting was held on July 30th, 2019. Notice to proceed was issued on October 29th, 2019. Work is progressing well, with all HVAC unit replacements on Barber Court and Lawrence Court completed. Work on Lawrence Drive and Willard Court is underway.

K1-57 PLAZA TOWER INTERIOR MODERNIZATION PHASE 1 (Floors 7 and 8)

Bids were received on July 15th, 2019 and revised bids were received on August 2nd, 2019 for this project. The Board authorized the award of a contract, at the August 2019 meeting, to Construction Management Service, Inc., in the amount of \$1,807,376.30. Pre-construction meeting was held on August 23rd, 2019. Notice to proceed was issued on September 11th, 2019. Work has begun with the 8th floor demolition completed. Erection of the personnel and material hoist is complete. Framing is complete, rough in of the fire sprinkler piping, electrical, and plumbing are complete. Installation of the replacement windows for the 8th floor is complete. Preliminary rough-in inspection has been approved and installation of drywall has begun.

K1-53 CHALET MANOR SLOPE STABILIZATION

Bids were received on October 2nd, 2019 for this project. The Board authorized the award of a contract at the October 2019 meeting to BC Hardscapes LLC, in the amount of \$320,992.00. Pre-construction meeting was held on November 5th, 2019. Notice to proceed is pending until all required paperwork is completed. Construction documents have been submitted to the Unified Government, and permit to begin construction has been approved. Notice to proceed is pending on weather.

CAPITAL FUND PROGRAM 2018

The funding amount for this program is \$4,676,183.00. The public hearing and final budget were presented to the residents on December 6th, 2017. The Capital Fund Program 2018 was approved at the December 21st, 2017 Board meeting. HUD is in the process of reviewing the 2018 Capital Fund Plan. There is a new process regarding the ACC Amendment and currently the Housing Authority is working with HUD through the new process for its approval. Architectural and Engineering Services, for the preparation of building plans and specifications, for the 2018 improvement projects, have been awarded.

K1-56 AND K1-57 GLANVILLE, ROSEDALE AND PLAZA TOWERS SECURITY CAMERA IMPROVEMENTS

Bids were received on July 24th, 2019 for this project. The Board authorized the award of a contract at the August 2019 meeting to American Digital Security, LLC, in the amount of \$202,823.74. Pre-construction meeting was held on September 13th, 2019. Notice to proceed was issued on December 16, 2019. Installations of conduit, interior cameras and equipment have been installed in all three buildings. Exterior work is underway and is weather permitting.

CAPITAL FUND PROGRAM 2019

The funding amount for this program is \$4,889,781.00. The public hearing and final budget were presented to the residents on December 5th, 2018. The Capital Fund Program 2019 was approved at the December 20st, 2018 Board meeting. Staff has submitted all required documents to HUD for acceptance of this funding. Architectural and Engineering Services, for the preparation of building plans and specifications, for the 2019 improvement projects, have been awarded.

KCKHA MAINTENACE FACILITY - 1300 MEADOWLARK LANE

Bids were received on June 6th, 2018 for this project. The Board authorized the award of a contract at the June 2018 meeting to Allison and Alexander, Inc., in the amount of \$2,814,730.00. Pre-construction meeting was held on July 13th, 2018. Notice to Proceed was issued on September 27th, 2018. Construction on this facility began with all major site work and preparation of the pad site for the new addition, footings were poured and the pad was formed to be poured. Construction was suspended on January 8th, 2019. Construction was restarted in November of 2019. Currently, the building addition pad has been poured and the erection of the steel for the building is scheduled to start the week of February 10th, 2020.

RESIDENT INITIATIVE REPORT

FEBRUARY 2020

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

On January 7, 2020 the Public Housing Resident Council (PHRC) met at Westgate Towers. The purpose of this meeting was to encourage the PHRC officers to work more consistently with the residents. The resident councils were given their 2020 resident participation funds to budget. The councils were encouraged to manage their finances better. Budgets were due to me by January 31, 2020.

On January 10, 2020 I met with Dr. Alicia Hooks and her staff at the Kansas City, Kansas Community College (KCKHA) workforce department. The purpose of the meeting was to map out ways the workforce department can provide services to our public housing residents and housing choice voucher participants. One suggestion was to provide service to our clients once the EnVision Center is set up. Space will be available to bring staff from the KCKCC workforce department to work with our clients.

On January 10, 2020 I met with Fred Brisco from the United States Department of Housing and Urban Development Region IIV. Mr. Brisco is the point of contact for the EnVision Center. The purpose of the meeting was to discuss the EnVision Center Summit that took place on December 4, 2019. The EnVision Center is still in its infant stages until more direction is provided from HUD.

On January 29, 2020 I participated in a workshop with the Family Conservancy. The purpose of the workshop was to find ways to encourage fathers to be more active with their children and become employed. Sabrina Boyd was the facilitator.

A flyer for the Family Self-Sufficiency (FSS) program has been created and will be distributed to the participants in the housing choice voucher program. We are gearing up for recruitment into the FSS program this month.

Month	Year	Units	HAP
January	2017	1464	878,579
February	2017	1474	883,557
March	2017	1462	891,001
April	2017	1475	887,533
May	2017	1456	899,588
June	2017	1460	877,833
July	2017	1442	887,292
August	2017	1429	888,224
September	2017	1420	882,076
October	2017	1420	881,400
November	2017	1417	874,988
December	2017	1392	863,642
January	2018	1368	849,606
February	2018	1368	850,991
March	2018	1356	828,727
April	2018	1339	820,358
May	2018	1331	809,349
June	2018	1318	797,744
July	2018	1316	814,451
August	2018	1301	796,631
September	2018	1300	814,111
October	2018	1297	806,749
November	2018	1276	800,140
December	2018	1268	801,111
January	2019	1267	813,586
February	2019	1267	827,427
March	2019	1258	823,463
April	2019	1242	819,093
May	2019	1242	817,235
June	2019	1243	832,844
July	2019	1247	822,948
August	2019	1246	828,420
September	2019	1247	835,832
October	2019	1254	835,543
November	2019	1260	831,453
December	2019	1291	851,950
January	2020	1303	861,759
February	2020	1315	879,867

Report J
Kansas City, Kansas Housing Authority
Move-Ins and Move-Outs - July 2015 - January 2020

Chart Title

Month	Move-Outs	Move-Ins
Aug-15	19	32
Sep-15	26	28
Oct-15	43	29
Nov-15	32	27
Dec-15	24	30
Jan-16	32	27
Feb-16	21	30
Mar-16	48	36
Apr-16	27	38
May-16	33	31
Jun-16	47	41
Jul-16	42	26
Aug-16	50	31
Sept-16	47	46
Oct-16	40	47
Nov-16	31	37
Dec-16	43	37
Jan-17	57	35
Feb-17	35	41
Mar-17	44	57
Apr-17	25	37
May-17	38	43
Jun-17	31	42
Jul-17	25	24
Aug-17	45	38
Sep-17	30	30
Oct-17	30	40
Nov-17	39	37
Dec-17	28	25
Jan-18	34	34
Feb-18	37	37
Mar-18	36	60
Apr-18	31	45
May-18	33	40
Jun-18	25	22
Jul-18	32	26
Aug-18	35	29
Sep-18	38	37
Oct-18	46	33
Nov-18	29	27
Dec-18	34	25
Jan-19	28	34
Feb-19	30	29
Mar-19	28	27
Apr-19	35	29
May-19	30	40
Jun-19	43	52
Jul-19	27	20
Aug-19	35	22
Sep-19	39	40
Oct-19	34	35
Nov-19	31	31
Dec-19	43	26
Jan-20	41	32

