



## Kansas City, Kansas Housing Authority

1124 North Ninth Street

Kansas City, Kansas 66101-2197

(913) 281-3300 FAX (913) 279-3428

[www.kckha.org](http://www.kckha.org)

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### NOTICE

Notice is hereby given that a special meeting of the Board of Commissioners of the Housing Authority of the City of Kansas City, Kansas will take place at 12:30 p.m. on Thursday, June 18, 2020 due to the COVID-19. The meeting will be held via Zoom on your wireless device. Meeting ID is 955 0451 6054, Password 037129. If you do not have access to a wireless device, you can call in at 1(346) 248-7799 or 1(669) 900-6833.

The agenda will consist of the following:

- I. Roll Call
- II. Approval of the Minutes
- III. Frances Cleary, HUD Office
- IV. Executive Director's Report
- V. Committee Reports
- VI. Resolution No. 2020-09 Approve 2020 HUD Income Guidelines
- VII. Resolution No. 2020-10 Approve 2020 Annual Utility Allowance  
Schedule Rate Changes
- VIII. Resolution No. 2020-11 Recognizing Don Jolley for his Valuable  
Service to the Housing Authority of the City of  
Kansas City, Kansas
- IX. Resolution No. 2020-12 Adopting 62<sup>nd</sup> Annual Report

Witness my hand this 12th day of June 2020.

Thomas M. Scott, Executive Director/CEO

## Randle, Jackie

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**From:** Randle, Jackie  
**Sent:** Friday, June 12, 2020 11:24 AM  
**To:** 'Frances.M.Cleary@hud.gov'; Scott, Tom; Anne McDonald; Broderick Crawford; Cardelia Walker; Charles Wilson; Denise Tomasic ; Don Jolley; Jacques Barber; Linda Warner; Matt Watkins; Rachel Jefferson; Rev. Jimmie L. Banks; Timothy J. Rhodes  
**Cc:** \_Senior Staff; 'Maxwell, Larry'; 'Vandervort, Craig'; 'Lizamonet.B.Abney@hud.gov'; 'Peter.Reeves@hud.gov'; 'Adam.K.Austin@hud.gov'; 'Julie.A.Miles@hud.gov'; Burgin, Tanya R. (Tanya.R.Burgin@hud.gov)  
**Subject:** FW: Clarification on Zoom

Hi, Commissioners, HUD & Tom Scott:

You are invited to a scheduled Zoom meeting.

Topic: Board Meeting  
Time: Jun 18, 2020 12:30 PM Central Time (US and Canada)

Please download and import the following iCalendar (.ics) files to your calendar system.  
Monthly: [https://zoom.us/meeting/tJEod-2trz0qH9CVs1mQFeteMUgkAYIjZPw-/ics?icsToken=98tyKuCtqzsuH9WTsByDRowMGYigLO\\_zmCFfgvp-qgy0DhF1ZxfzG9dFOZNGHNLq](https://zoom.us/meeting/tJEod-2trz0qH9CVs1mQFeteMUgkAYIjZPw-/ics?icsToken=98tyKuCtqzsuH9WTsByDRowMGYigLO_zmCFfgvp-qgy0DhF1ZxfzG9dFOZNGHNLq)

Join Zoom Meeting  
<https://zoom.us/j/95504516054?pwd=Qnd6VzNiYjFkVmp2OVVzUIMycXpqQT09>

Meeting ID: 955 0451 6054  
Password: 037129  
One tap mobile  
+13462487799,,95504516054#,,1#,037129# US (Houston)  
+16699006833,,95504516054#,,1#,037129# US (San Jose)

Dial by your location  
+1 346 248 7799 US (Houston)  
+1 669 900 6833 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 312 626 6799 US (Chicago)  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Germantown)

Meeting ID: 955 0451 6054  
Password: 037129  
Find your local number: <https://zoom.us/u/abtBMmLWRi>

Jacqueline D. Randle | Executive Services Manager | Kansas City, Kansas Housing Authority | 1124 N. 9th Street | Kansas City, KS 66101 | (913) 279-3431 direct | (913) 279-3428 fax



# Agenda

## *Housing Authority of the City of Kansas City, Kansas*

### **Special Meeting**

Thursday, June 18, 2020  
12:30 pm.

Held Electronically  
Via Zoom

- I. Roll Call
- II. Approval of the Minutes  
Special Board Meeting May 21, 2020  
(Pages 1—6)
- III. Frances Cleary, HUD Office
- IV. Executive Director's Report  
(Pages 7—25)
- V. Committee Reports
- VI. New Business Consent Items:
  - A. Resolution No. 2020-09 Approve 2020 HUD Income Guidelines
  - B. Resolution No. 2020-10 Approve 2020 Annual Utility Allowance  
Schedule Rate Changes Effective July  
2020
- VII. New Business Discussion Items:
  - A. Resolution No. 2020-11 Recognizing Don Jolley for his Valuable  
Service to the Housing Authority of the  
City of Kansas City, Kansas
  - B. Resolution No. 2020-12 Adopting 62<sup>nd</sup> Annual Report
- VIII. Adjournment

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

Thursday, May 21, 2020  
12:30 p.m.

Held Electronically  
Via Zoom

On the 21<sup>st</sup> day of May 2020 at 12:30 p.m. the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in special session via Zoom due to the coronavirus pandemic. 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  
Broderick Crawford, Commissioner  
Rachel Jefferson, Commissioner  
P. Anne McDonald, Commissioner  
Denise Tomasic, Commissioner  
Linda Warner, Commissioner

ABSENT: Timothy J. Rhodes, Commissioner  
Cardelia Walker, Commissioner  
Charles Wilson, Commissioner

ALSO PRESENT: Thomas M. Scott, Executive Director/CEO  
Cherrie Escobar, Director of Section 8  
Julio Marino, Jr., User Support/Inventory Coordinator  
Sharron Davis-Mays, Social Services Coordinator  
Jacqueline D. Randle, Executive Services Manager  
Caroline Rogers, Director of Finance  
Anthony J. Shomin, Director of Facilities Management  
Elaine Stroud, Assistant Director of Housing Management  
Nebyu Tilahun, Assistant Director of Finance

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

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Chairman Watkins called for the approval of the minutes. Commissioner Barber asked for a correction to the word *jester* on page 4. It should read *gesture*.

Vice-Chairman Banks made a motion to approve the minutes of April 21, 2020. Commissioner Crawford seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Crawford, Jefferson, McDonald, Tomasic, Warner, Watkins

NAYS: None

ABSENT: Rhodes, Walker, Wilson

ABSTAIN: None

Motion carried.

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

- Mr. Scott introduced Nebyu Tilahun as the new Assistant Director of Finance and re-introduced Elaine Stroud as the new Director of Housing Management.
- The Board was referred to the handout provided by Ms. Rogers. He advised that the deficit of \$755,698.25 was a procedural issue with the way the bank handled this transaction and we do not actually have a deficit.
- The demo disposition plan at Juniper Gardens had been put on hold due to the inability to meet with the residents in face-to-face meetings. We are proceeding with the plan and moving forward with the RFP for relocation specialists. We will communicate with residents via letter. With the vacancy rate at Juniper Gardens, no administration fees and the pressure from HUD is keeping us moving forward.
- CARES Act funding has come through for Public Housing and Section 8 programs. We are in the process of installing an ADA-compliant teller window, similar to a bank teller window with an intercom system. The payment window in the finance department has been closed and we do not anticipate reopening the payment window. Because agencies do not typically accept payment in this form, residents are encouraged to use other methods for making their rental payments. Rental collections for April to March were actually better.
- We are looking at cutting through the adjacent office, removing the partition wall and building an ADA accessible area for residents to meet with staff for private confidential meetings. There is no anticipation to reopen the main office due to contamination and security risks.
- We are doing a 90-day spray residual that is used at Delaware Highlands, and as advertised on television. All of the Administration, Modernization, Resident Selection and Section 8 departments will be sprayed this Saturday. Next week, we will spray all the common areas and elevators on every floor of the high-rises. This is a reimbursable expense under the CARES Act. The

spraying will be redone in 11 weeks. Staff will continue to de-contaminate as necessary.

- We are beginning to stockpile masks to make them available to residents once we have enough on hand. Masks will be put in zip lock bags and distributed. We are looking at hand sanitization stands for the entry way at high-rises, manager's offices and our office locations.
- We are looking to expand our Information Technology (IT). We migrated over to the Cloud. We left the previous provider on May 18, 2020 and are working the bugs out on this transition. The CARES Act provides for IT upgrades, too. We are looking at using a carrier to provide paperless processes. We hope to go paperless entirely for the agency. Residents will be able to apply for housing and communicate with their managers online using their cell phones or other electronic means. The CARE team will consist of the directors and Jerry Glavin, Jackie Randle, Julio Marino, Jr. and Nebyu Tilahan who will brainstorm on how to make folks safer.
- The new access window for Resident Selection and Elderly Services will be installed next week to include a tray, as well. We have not done move-ins due to the concerns with contamination. We will come up with a resolution to house everyone that is ready to be housed. This will be a one-stop shop for signing their lease, picking up keys and being able to do everything at one spot.
- Payroll upgrades are taking place. We are on a punch system that is handled by staff, supervisors, department heads and a payroll person. We hope to be online by the end of the month and fully operational by June.
- The two entrance doors, facing the north and east will be replaced with ADA compliant doors. Panic bars will be on the inside. There will be a swipe system installed that we hope to correlate with the payroll system and only certain individuals will be allowed to come in the building. Commissioner McDonald expressed these were all good ideas, some of which have been discussed. Scott indicated the funding is available under the CARES Act, and will set the agency up for the future. Chairman Banks piggybacked on what Commissioner McDonald stated. He indicated we are being prodded to do things that should have been done a while ago, but now we have the funding. Scott added that we will be looking at individual sites to make upgrades as well.
- We extended restrictions on visitors at the high-rises. Essential visitors are still allowed in and residents can go in and out. There are a couple of positives (for the virus) in the high-rises that are on quarantine. Scott indicated we are looking at food distribution to the high-rises, and would like to speak with Commissioner Crawford regarding this as he works with food distribution programs. Often high-rise residents do not have transportation and cannot make it to the food banks. Commissioner Crawford asked about the number of positives and what is the risk to employees. He noted that he could work with Mr. Scott on having food delivered to the high-rises. Mr. Scott indicated there are two positives and they both are quarantined. We are awaiting results on another one. The staff is all wearing PPE and they

know not to go into those units. We are only doing emergency work orders. The janitorial staff is doing sanitation in all the building. Work orders are being monitored and staff is doing work around the buildings. Mr. Scott noted he would schedule a meeting with Commissioner Crawford next week regarding the food distribution.

- Mr. Scott asked the Board to contact him with any ideas as we brainstorm. Funds from the CARES Act must be used by December 31, 2020 or they are gone. Capital Fund money can also be used under the CARES Act, but it would require amending the Five-Year Plan.
- Chairman Watkins asked for a timeline with Juniper Gardens. Mr. Scott noted we are looking at 30 days to put together our options. We can do the RFP for relocation at the same time. Relocation could take 18—24 months to do a phased relocation at Juniper Gardens. There are currently 100 vacant units out of 165. Ms. Stroud is looking at who is elderly and could be moved to an elderly development. Families will be given three options: 1) stay with public housing, 2) take a voucher through Section 8 and 3) go to private housing. Scattered sites would be an option or any property in the agency's housing stock. This will be a several year process. Mr. Scott indicated a concise letter would go out to the residents and there will be multiple meetings. Chairman Banks suggested we are headed in the right way with Juniper Gardens. The process will be easier than it would have been in the past. He sees this as a mutual gain for the residents and agency.
- The removal of Juniper Gardens will reduce our subsidy and affect the income line. It will reduce Capital Funds and there is a strong possibility that it will affect staffing. Hopefully this can take place through attrition. Commissioner Barber expressed appreciation for the details that Mr. Scott is providing. He shared that the disposition includes the land and its use. This would be a complete sale of everything. Mr. Scott noted disposing of the entire property would be the most economical for the agency, as demolition would be costly. However, we could potentially keep 44 units during this process. He indicated YouthBuild may not be funded next year. It has been discussed with Mr. Sparks that we may be able to do something with YouthBuild at the new maintenance facility.
- Commissioner McDonald asked for the status of the maintenance facility. Mr. Scott indicated there has been a delay because the insulated panels did not come in and some of it was due to COVID-19. The roof is being installed now. The interior work has continued. The May completion will not happen. Brick work has been done and the second garage is up. Mr. Scott noted it would probably be the end of July before we move into the facility. Vice-Chairman Banks advised that we should identify the building as the Thomas Scott facility as approved at last month's board meeting.
- Commissioner Crawford asked about the status of evictions. Mr. Scott indicated we are not doing late fees or evictions clear into July. This may be extended every further. We are still processing evictions for criminal and drug activities or things along that line. We are having hearings with a third party attorney and documenting activity. There has been some loss of occupancy.

Tenants are having difficulty with utilities and several tenants are on repayment agreements. We are looking at some type of utility program that would help tenants. We may go after CDBG funds to help with this. Several families are on minimum rents and they receive an URP check. Ms. Rogers indicated that daily collections are being monitored and collections are up for the month. Some may have made double payments due to having issues with the online system. Managers are calling residents and there was communication from the finance department regarding payment processes which may have contributed to improvements. Vice-Chairman Banks questioned how delinquent tenants would be handled when it comes to relocation. Mr. Scott noted he has to review the process and they could possibly enter into a repayment agreement. We could also look at third party sources to help with delinquent rent. This must be further investigated.

- Commissioner Barber noted that while Mr. Scott gave a description on the restrictions for a person entering the high-rises, he asked have there been any changes. He is concerned about contagion. Mr. Scott noted that 10 days ago we reposted to extend restrictions at the high-rises. We will continue this as long as we feel it is necessary. Most are following the rules, which is another reason to bring in food. Tenants are anxious to go out, but we will continue to keep the restrictions in place until we are comfortable with letting visitors into the building.
- Commissioner McDonald asked if the CARES Act allows for COVID-19 testing. Mr. Scott noted that he would suspect there could be asymptomatic folks and we could start a panic if we provided testing to everyone. We are recommending that folks go outside for testing. HUD has called about this and we told them no, because there are ample testing sites in Wyandotte County. Commissioner McDonald suggested that this might be a consideration for us in the fall. Commissioner Crawford mentioned there are multiple testing sights throughout the community. There have been pop-up sites daily in this community for the last two weeks. There is information on the Unified Government (UG) website listing the testing sites. This information can be made available to our residents. Commissioner Crawford suggested discussing this further with Mr. Scott when they meet next week. Vice-Chairman Banks questioned what would be the response to a positive test in the high-rises. Mr. Scott noted we can request 14-day quarantine. However, we cannot put restrictions on them. An uncooperative person could come and go as they please. We rely on the honesty of the residents. He then provided an example of a resident whose mother was at Riverbend and tested positive. He self-quarantined as a result. Commissioner Crawford suggested possibility quarantining folks to a hotel using money through the CARES Act if they are unable to quarantine at home. Chairman Watkins offered that the Homeless Coalition has opened up a facility with the Salvation Army in Independence to accommodate 40 people. Vice-Chairman Banks questioned if there was no action we could take against a person, in the high-rise, that tested positive and wanted to mingle with the population. Mr. Scott noted we are limited in what we can do, but we can reach out to the



police department, but they really do not want to get involved. We could see this as a social issue and evict, but it would take 30 days. Commissioner Barber requested that staff look into this more deeply and involve legal counsel. He believes lawsuits could be brought against the agency for not protecting the residents. He sees this as an assault for exposing others to the virus.

- Vice-Chairman Banks commended Mr. Scott and his staff for staying ahead of what is going on with the coronavirus. He believes we are modeling the correct behavior. Commissioner McDonald agreed. Mr. Scott thanked the Board and advised this is an ongoing process. Vice-Chairman Banks offered to assist and believes any member of the Board would be willing to do the same. Mr. Scott welcomed any suggestions the Board could provide.

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### **Committee Reports**

With the exception of CHIG, there were no other committee reports this month.

### **Community Housing Investment Group (CHIG)**

The CHIG board met two months in a row, April and May. Chairman Watkins thanked Mr. Scott and the staff at Delaware Highlands Assisted Living facility for the good job they are doing. He offered that a check was written yesterday to go back into the development account.

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Chairman Watkins then called for the meeting to adjourn and it passed unanimously.

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Matthew T. Watkins, Chairman

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Thomas M. Scott, Executive Director/CEO

## Executive Director's Report

June 18, 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



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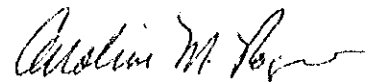
Thomas M. Scott  
Executive Director/CEO

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

Description	Rate <sup>(a)</sup>	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$509,557.11	Liberty
Payroll Account	0.00%		\$20,359.11	Liberty
ACH Pymt Account	0.15%		\$33,823.73	Liberty
Rent Depository Account	0.00%		\$1,077,789.37	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$181,743.65	Various
Homeless Prevention Program	0.90%		\$5,609.54	Bank of Labor
Sponsorship Program	0.50%		\$19,710.50	Bank of Labor
Section 8 Checking	0.00%		\$226,878.03	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,760.17	Liberty
KCKHA Debt Service Account			\$1,071,889.58	Deutsche Bank
CD#120245349	1.80%	08/26/20	\$500,000.00	Bank of Labor

(a) Represents Rates as of June 11, 2020 provided by Banks.

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

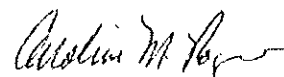


Caroline M. Rogers  
Director of Finance

**Kansas City, Kansas Housing Authority  
Delinquency in Accounts Receivable  
For the Month of May 2020**

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	<b>Rent &amp; Other Charges</b>	<b>Repayment Agreements</b>	<b>Net Total</b>
Accounts Receivable (Amounts Delinquent)	\$191,202.54	(\$102,711.85)	\$88,490.69
 Total Charges to Tenants for Month			 \$390,381.00
 Delinquency Ratio			 22.67%
 Petitioned to Court			 0
 Praecipies Issued			 0
 Evictions			 0
 Pending Evictions			 0



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 MAY'20

**\*CONTRACT COSTS\***

VETS Securing America	\$56,420.91
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**\*MAINTENANCE COSTS\***

BAILEY INDUSTRIAL CLEANING	\$4,500.00
Booney's Lawn Service	\$2,050.00
Carpet Corner Inc.	\$5,047.32
Carpet Corner Inc.	\$3,119.16
DAVID ALLEN HENDERSON DBA	\$3,420.00
DAVID ALLEN HENDERSON DBA	\$2,570.00
Ferguson Enterprises Inc.	\$4,467.09
Grainger	\$3,556.11
Grainger	\$1,388.16
H.D. Supply	\$1,539.92
Home Depot Pro-SupplyWorks	\$2,420.09
Home Depot Pro-SupplyWorks	\$1,444.88
Martin Mechanical Corporation	\$1,015.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$3,900.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$3,425.00
Personal Touch Lawn Service	\$2,910.00
Personal Touch Lawn Service	\$1,455.00
Sherwin-Williams Co	\$4,200.48
Smallwood Locksmiths, Inc	\$1,450.71
SMITH SERVICE, LLC	\$2,500.00
STACO ELECTRIC CONSTRUCTION CO	\$1,895.00
Stanion Wholesale Elec. Co.	\$3,794.51
SUTTON REMODELING, LLC	\$4,280.00
Ted Systems LLC	\$1,005.24
Three Sons Painting LLC	\$13,860.00
Waste Management	\$9,462.12
Worldwide Window Fashions	\$1,918.08

**\*MISCELLANEOUS\***

American Express	\$4,354.36
AT&T	\$8,124.35
ConvergeOne, Inc	\$39,174.30
ConvergeOne, Inc	\$1,546.97
Deutsche Bank Trust Co. Americ	\$1,200.00
ENTERPRISE FM TRUST	\$5,261.77
Kinkos Fedex	\$5,344.90
MRI Software LLC (HAB, INC)	\$2,790.69
ONLINE INFORMATION SERVICES, INC	\$3,005.00

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

PayLease, LLC	\$3,817.76
PayLease, LLC	\$2,215.21
Postmaster	\$5,000.00
SCOTT & ASSOCIATES, LLC	\$13,100.00
SCOTT & ASSOCIATES, LLC	\$11,100.00
Time Warner Cable	\$1,440.99
U.S BANK EQUIPMENT FINANCE	\$2,583.85
Verizon Wireless	\$2,006.19
WEX BANK DBA WRIGHT EXPRESS FSC	\$3,110.28

**\*MODERNIZATION\***

Allison & Alexander, Inc	\$45,424.82
Anderson Mechanical LLC	\$47,150.00
BC Hardscapes, LLC	\$98,799.40
BLUELINX CORPORATION	\$2,244.90
GE APPLIANCES	\$13,042.00
GSI Engineering, LLC	\$11,983.50
KANSAS DEPT OF HEALTH & ENVIRONMENT	\$3,500.00
Tompkins Associates Inc d/b/a	\$1,792.58
Ultra-Chem Inc.	\$1,488.56

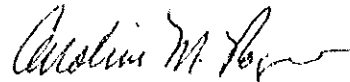
**\*PAYROLL COSTS\***

AFLAC PREMIUM HOLDING	\$3,485.92
AFLAC PREMIUM HOLDING	\$3,422.18
Blue Cross Blue Shield Of KC	\$99,473.11
Colonial Life & Accident Ins	\$3,928.15
Delta Dental	\$5,143.76
Kansas Payment Center	\$1,569.03
Kansas Payment Center	\$1,569.03
Kansas Payment Center	\$1,290.03
Kansas Public Employ Ret Syst	\$31,035.30
Kansas Public Employ Ret Syst	\$30,589.28
Kansas Public Employ Ret Syst	\$30,170.18
Kansas Public Employ Ret Syst	\$11,867.07
Nationwide Retirement Solution	\$2,654.08
Nationwide Retirement Solution	\$2,329.08
Nationwide Retirement Solution	\$1,874.08
UMB HEALTH SAVINGS ACCT	\$1,838.13
UMB HEALTH SAVINGS ACCT	\$1,638.13
W.H. GRIFFIN, TRUSTEE	\$3,561.50

**\*UTILITIES**

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

Board Of Public Utilities	\$100,402.19
Board Of Public Utilities	\$44,621.42
Board Of Public Utilities	\$25,718.12
Kansas Gas Service	\$13,328.80
Kansas Gas Service	\$4,050.53



Caroline M. Rogers  
Director of Finance

**Kansas City, Kansas Housing Authority**  
**Operating Receipts and Expenditures**  
**For Periods Ending March 31, 2020 and April 30, 2020**

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The April Operating Statement, along with the Unaudited Balance Sheet and Operating Statement the fiscal year end March 31, 2020, will be presented to the Board electronically at its Annual Meeting on June 18, 2020.



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Caroline Rogers  
Director of Finance



**KANSAS CITY, KANSAS HOUSING AUTHORITY  
MAINTENANCE REPORT  
FOR THE MONTH OF MAY 2020**

**CUSTOMER SERVICE & SATISFACTION SURVEY - MAY 2020**

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
05/01/20	56	11	67	4	4	0	7
05/04/20	57	5	59	3	3	0	2
05/06/20	33	9	42	3	3	0	6
05/07/20	12	17	29	6	6	0	11
05/11/20	45	6	51	3	3	0	3
05/12/20	28	10	38	1	1	0	9
05/13/20	55	8	63	2	2	0	6
05/14/20	20	6	26	3	3	0	3
05/15/20	35	6	41	2	2	0	4
05/18/20	27	12	39	2	2	0	10
05/19/20	30	22	52	5	5	0	17
05/20/20	45	8	53	1	1	0	7
05/21/20	31	5	36	1	1	0	4
05/26/20	40	7	47	3	3	0	4
05/27/20	57	25	82	4	4	0	21
05/28/20	41	18	59	3	3	0	15
TOTAL	612	175	784	46	46	0	129
				(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 26% of the service work orders completed
- (b) No Response 74% 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	171	96	267
Units in Mod	19	29	48
Fire Units	5	0	5
Rentable Units	147	67	214
Move-Ins	0	11	11
Move-Outs	8	10	18
Units Available	40	40	80
Units Readied in MAY	14	10	24

## REPORT F

## May 2020 Occupancy Report

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 *M(7) D(12) JUNIPER GARDENS	265	161	104	61%	62%
K1-2 D(1) ST. MARGARETS PARK	100	92	8	92%	93%
K1-3 D(1) CYRUS K. HOLIDAY	60	54	6	90%	90%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	277	25	92%	92%
K1-5*M(2) D(1) BELROSE MANOR	90	81	9	90%	91%
K1-6 Elderly DOUGLAS HEIGHTS	101	97	4	96%	97%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	90	9	91%	92%
K1-7 D(1) SCATTERED SITES	24	22	2	92%	92%
K1-9 D(1) SCATTERED SITES	30	30	-	100%	100%
K1-10 *M(2) SCATTERED SITES	42	35	7	83%	83%
K1-11 M(1) D(1) GRANDVIEW PARK	40	35	5	88%	88%
K1-12 D(2) CHALET MANOR	66	58	8	88%	89%
K1-13 WELBORN VILLA	80	79	1	100%	100%
K1-14 BETHANY PARK TOWERS	153	145	8	95%	95%
K1-15 *M(6) SCATTERED SITES	20	10	10	50%	50%
K1-17*M(1) GLANVILLE TOWERS	108	97	11	90%	92%
K1-18 ROSEDALE TOWERS	122	116	6	95%	97%
K1-20 D(1) WESTGATE TOWERS	163	150	13	92%	94%
K1-21 D(1) SCATTERED SITES	8	8	-	100%	100%
K1-22 WESTGATE VILLA	20	19	1	95%	95%
K1-23 D(1) SCATTERED SITES	38	35	3	92%	92%
K1-24 M(18) PLAZA TOWERS	115	88	27	77%	78%
K1-25 D(1) SCATTERED SITES	12	12	-	100%	100%
Sub-Total before Adjustments	2,058	1,791	267	87%	88%
Less: # of Deprogrammed Units	35				
Less: # of Units Under Modernization	44		40		
Total Units Available for Occupancy	1,979	1,752	227	89%	90%

(\*) Modernization units

## **MODERNIZATION AND DEVELOPMENT REPORT**

### **June, 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 2<sup>nd</sup>, 2015. The Capital Fund Program 2016 was approved at the December 17<sup>th</sup>, 2015 Board meeting. Approval of the 2016 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. 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 29<sup>th</sup>, 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 7<sup>th</sup>, 2016. The Capital Fund Program 2017 was approved at the December 15<sup>th</sup>, 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 projects are complete: K1-54 Scattered Sites (15) Interior Modernization Phase 1; K1-56 Rosedale Tower Air Handler Replacement; K1-55 Wyandotte Tower Elevator Modernization.

### **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 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> 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 8<sup>th</sup> Floor. Moves are scheduled for June 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> to move the residents from the 7<sup>th</sup> Floor to the 8<sup>th</sup> 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. Boxes have been delivered in preparation for moving of these 6 residents. Relocation of these 6 residents occurred March 9<sup>th</sup> & 10<sup>th</sup> and is now complete.

### **K1-53 DOUGLAS HEIGHTS HVAC REPLACEMENT**

Bids were received on June 26<sup>th</sup>, 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 30<sup>th</sup>, 2019. Notice to Proceed was issued on October 29<sup>th</sup>, 2019. All installation work is completed. Project has been inspected by staff and the Architect. There has been a delay in the final UG Inspection of the 99 units due to the Covid19 guidelines.

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

Bids were received on July 15<sup>th</sup>, 2019 and revised bids were received on August 2<sup>nd</sup>, 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 23<sup>rd</sup>, 2019. Notice to proceed was issued on September 11<sup>th</sup>, 2019. Work on the 8<sup>th</sup> Floor is nearly complete and is in the punch list phase. Residents are being moved to the 8<sup>th</sup> floor on June 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup>. 7<sup>th</sup> Floor will be turned over to the contractor to begin work as soon as the residents are moved.

### **K1-53 CHALET MANOR SLOPE STABILIZATION**

Bids were received on October 2<sup>nd</sup>, 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 5<sup>th</sup>, 2019. Notice to proceed was issued on March 2<sup>nd</sup>, 2020. All work is completed. Final inspection is scheduled for June 16<sup>th</sup>. Punch list items and final paperwork are pending to close out this project.

### **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 6<sup>th</sup>, 2017. The Capital Fund Program 2018 was approved at the December 21<sup>st</sup>, 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 24<sup>th</sup>, 2019 for this project. 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 13<sup>th</sup>, 2019. Notice to proceed was issued on December 16, 2019. Installation of new cameras and training are complete. Demolition of old cameras is completed. Project is substantially complete, with final inspection and acceptance to be determined based on relaxing of Covid19 guidelines.

### **K1-55 WYANDOTTE TOWER UNDERGROUND STORAGE TANK REMOVAL**

Bids were received on March 4, 2020 for this project. Five contractors bid on this project. Bids ranged in price from \$15,616.94 to \$43,125.00. The low bid of \$15,616.94 was submitted by Genesis Environmental Solutions, Inc. Since this amount is below the threshold of \$75,000 requiring Board approval, staff has awarded a contract for

underground storage tank removal at Wyandotte Tower to Genesis Environmental Solutions, Inc., in the amount of \$15,616.94. Notice to Proceed was issued on April 1, 2020. The underground storage tank has been removed and the patching of the drive area is complete. Final paperwork and close out are pending.

#### **K1-54 SCATTERED SITE 7 HVAC IMPROVEMENTS**

Bids were received on March 11<sup>th</sup>, 2020 for this project. The Board authorized the award of a contract at the March 2020 meeting to AAIM Services, LLC, in the amount of \$95,760.00. Preconstruction meeting was held via video platform on 5/12/2020. Waiting on contractor to submit all required paperwork and request Notice to Proceed..

#### **K1-53 CHALET MANOR HVAC IMPROVEMENTS**

Bids were received on March 25<sup>th</sup>, 2020 for this project. The Board authorized the award of a contract at the April 2020 meeting. Project was awarded to Tailor Made Exteriors in the amount of \$460,723.08. A virtual pre-construction meeting was held on 4/30/2020. Waiting on contractor to submit all required paperwork and request Notice to Proceed.

#### **K1-56 DOUGLAS HEIGHTS HIGH-RISE, BETHANY TOWER AND GLANVILLE TOWER AND K1-57 WESTAGTE TOWER FIRE ALARM PANEL REPLACEMENT**

Bids were received on April 1<sup>st</sup>, 2020 for this project. The Board authorized the award of a contract at the April 2020 meeting to Fire & Security Solutions Group, Inc. in the amount of \$145,566.00. A virtual pre-construction meeting was held on 5/6/2020. Waiting on contractor to submit all required paperwork and request Notice to Proceed..

#### **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 5<sup>th</sup>, 2018. The Capital Fund Program 2019 was approved at the December 20<sup>st</sup>, 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 6<sup>th</sup>, 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 13<sup>th</sup>, 2018. Notice to Proceed was issued on September 27<sup>th</sup>, 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 8<sup>th</sup>, 2019. Construction was restarted in November of 2019. Currently, the new building addition pad has been poured, steel erection of the support sub structure of the building addition and garage building are complete, and roof insulation and roof panel installation are complete. Wall panel installation on the new building is to begin on June 15<sup>th</sup>. Interior wall framing is substantially complete in the new building addition.



Wall framing and drywall in the existing building are complete. Painting of the walls in the existing building is underway. EIFS installation is underway on existing building.

Brick veneer is complete on approx. 95% of the old and new building.  
Rough grading for parking lots and driveway has been completed and concrete curbs are being poured.

#### **CAPITAL FUND PROGRAM 2020**

The funding amount for this program is \$5,259,500.00. The public hearing and final budget were presented to the residents on December 4<sup>th</sup>, 2019. The Capital Fund Program 2020 was approved at the December 19<sup>th</sup>, 2019 Board meeting. Staff has submitted all required documents to HUD for acceptance of this funding. The Capital Fund Program 2020 has been submitted to the Unified Government, the Housing Authority's responsible entity, for environmental review clearance prior to obligation and expenditure of funding.

## RESIDENT INITIATIVE REPORT

JUNE 2020

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council meetings have been postponed until further notice. A few of the resident leaders have advised that residents are struggling with social distancing as well as not being able to gather in the lobby to visit.

Catholic Charities is providing lunch to our youth who otherwise are too far from the site designated by the school district for them to have lunch during this pandemic. On May 5<sup>th</sup> 855 lunches were served; May 12<sup>th</sup> 870 lunches were served; May 19<sup>th</sup> 370 lunches were served, and May 26<sup>th</sup> 670 lunches were served. On May 26<sup>th</sup> Catholic Charities participated in the USDA Family Food Box Program. They distributed 174 boxes of food to all six of our family sites. Each week food boxes will be handed out during the time lunches are distributed

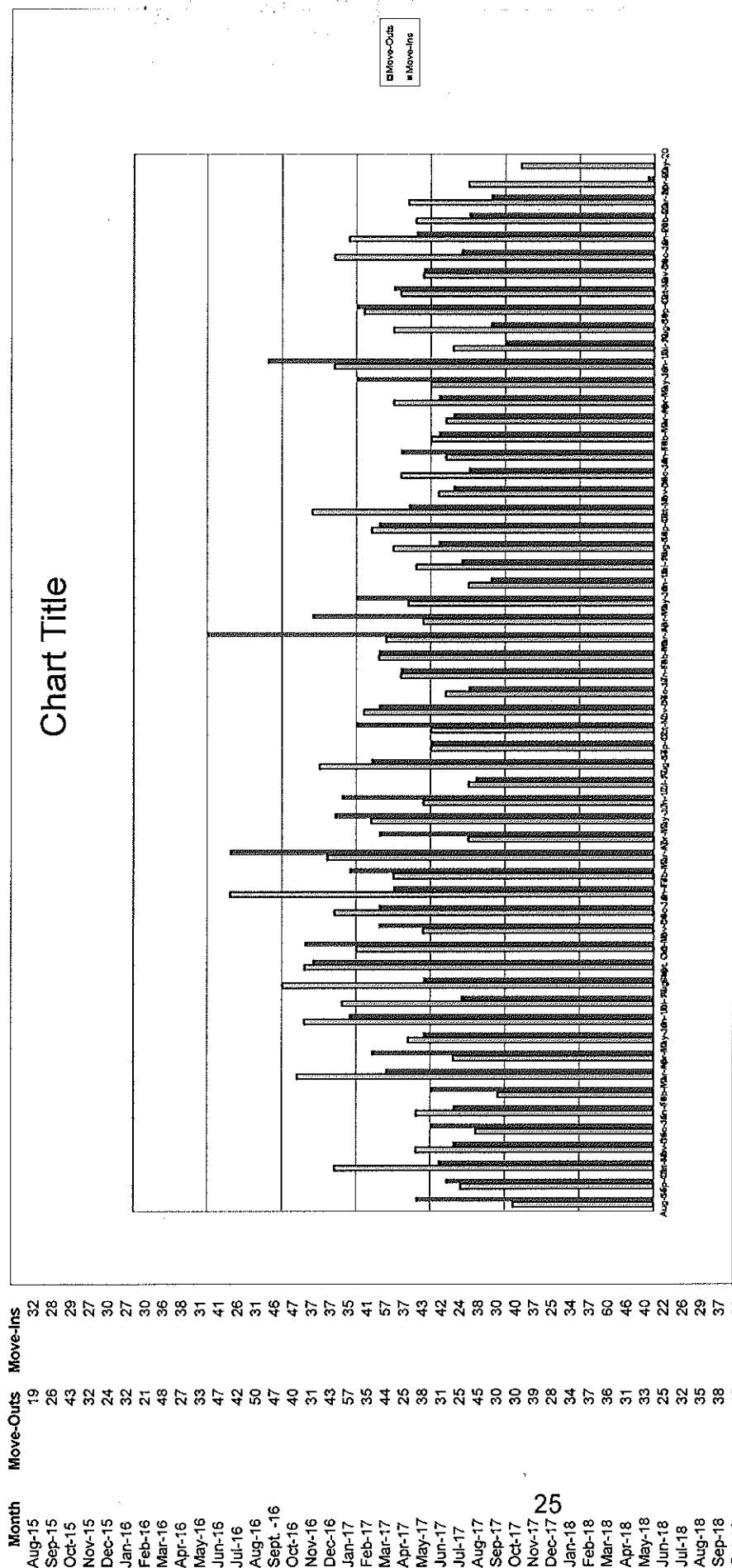
On May 20<sup>th</sup> I participated in the FDIC webinar. This webinar was to help those that work with older adults to ensure that scammers do not take advantage of our seniors. There was also information on elder abuse from caregivers. Most of the caregivers are family members and 60% to 90% are the abusers.

Our agency is in the process of setting up the EnVision Center. The location will be at the Douglas Heights family development where the former Head-start program was housed.

I would like to acknowledge Mrs. Frances Sharon, President, Rosedale Towers Resident Association, for working with Area on Aging to have Wolfee's Restaurant provide lunch for those residents that participate in the daily lunch program.

Month	Year	Units	HAP
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
March	2020	1312	890,644
April	2020	1320	885,542
May	2020	1324	897,186
June	2020	1311	887,334

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



KANSAS CITY KANSAS HOUSING AUTHORITY  
BOARD OF COMMISSIONER'S MEETING  
June 18, 2020

New Business Consent Item: Approve 2020 HUD Income Guidelines

**Resolution No. 2020-09**

**Background:**

HUD revises income eligibility guidelines for participation in federal housing assist programs each year. These guidelines are the income eligibility criteria for all programs operated by the Kansas City, Kansas Housing Authority (KCKHA).

- *very low-income family* is defined as low-income families whose incomes **do not exceed 50 percent** of the median income for the area, subject to specified adjustments for areas usually high or low incomes relative to housing costs;

- *low-income family* is defined as those families whose incomes **do not exceed 80 percent** of the median income for the area, subject to adjustments for areas with unusual high or low incomes or housing costs;

- *extremely low-income family* is defined as a very-low income family whose income does not exceed the higher of the poverty guidelines as determined by the Department of Health and Human Services or **30 percent** of the median income for the area.

**Current Issue:**

The 2020 income guidelines were issued to HUD directors and field offices April, 2020 and were effective as released. New guidelines for KCKHA Income Limits for Admissions are attached.

**Board Action:**

Approve Resolution No. 2020-09, if Appropriate.

**RESOLUTION 2020-09**

**APPROVE 2020 HUD INCOME GUIDELINES**

**WHEREAS**, HUD revises income eligibility guidelines for participation in federal housing assistance programs each year; and

**WHEREAS**, these guidelines are the income eligibility criteria for all programs operated by the Kansas City, Kansas Housing Authority.

**BE IT RESOLVED** that the Board of Commissioners of the Kansas City, Kansas Housing Authority adopts the 2020 HUD Income Limit Guidelines as presented to the Board of Commissioners.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the Board of Commissioners does hereby approve Resolution No. 2020-09.

KANSAS CITY KANSAS HOUSING AUTHORITY  
BOARD OF COMMISSIONER'S MEETING  
June 18, 2020

**Kansas City KS Housing Authority Income Limits for Admissions**  
**Income Limits effective June 2020**

<b>Number of Family Members</b>	<b>30% or less than area median income</b>	<b>&gt; 30% but &lt; 50% area median income</b>	<b>&gt; 50% but &lt; 80% area median income</b>
1	\$18,100	\$30,100	\$48,200
2	\$20,650	\$34,400	\$55,050
3	\$23,250	\$38,700	\$61,950
4	\$26,200	\$43,000	\$68,800
5	\$30,680	\$46,450	\$74,350
6	\$35,160	\$49,900	\$79,850
7	\$39,640	\$53,350	\$85,350
8	\$44,120	\$56,800	\$90,850

KANSAS CITY KANSAS HOUSING AUTHORITY  
BOARD OF COMMISSIONER'S MEETING  
June 18, 2020

New Business Consent Item: Approve 2020 Annual Utility Allowance Schedule Rate Changes effective July 2020

**Resolution No. 2020-10**

**Background:**

As required by HUD each year Public Housing Agencies (PHAs) review the utility allowances to determine if any adjustment needs to be made. PHAs provide a utility allowance for residents who pay their own utility costs to help pay for "*reasonable and conservative*" utility usage. The resident's rent is then reduced by the utility allowance amount. The analysis is based on HUD approved methodology. Kansas City, Kansas Housing Authority (KCKHA) Section 8 Housing Choice Voucher Program creates allowances for each bedroom size for the following unit types: detached houses, duplexes, row/townhomes, and manufactured mobile homes.

Also, the KCKHA can approve a higher utility allowance if requested as a reasonable accommodation (24 CFR 982.517). For example, a household in which a family member uses extensive medical equipment – such as lifts or monitors – may make a request for an increase in the electricity allowance.

**Current Issue:**

**Section 8 Housing Choice Voucher**

Housing authorities are required to review utility allowances annually and revise their schedules before the end of the year, if there is a change greater than 10% per 24 CFR § 965.507(b). The proposed 2020 rates are applied to the consumption for each utility then added together to determine the cumulative rate change. The consumption and utility rates being proposed for the Section 8 Housing Choice Voucher Program are provided by obtaining new rate schedules from Johnson Controls and Board of Public Utilities.

**Board Action:**

Approve Resolution No. 2020-10, if Appropriate.



## **RESOLUTION 2020-10**

### **APPROVE 2020 ANNUAL UTILITY ALLOWANCE SCHEDULE RATE CHANGES EFFECTIVE JULY 2020**

**WHEREAS**, HUD requires housing authorities to provide utility allowance schedules that are necessary to cover residents' reasonable utility costs, and such utility allowances are applied against their total tenant payment (TTP) calculation to determine the net monthly rent amount; and

**WHEREAS**, HUD requires housing authorities annually review and adjust its utility allowance schedules, and revise its utility rates if and when increased by 10% or more; and

**WHEREAS**, KCKHA is responsible for establishing and maintaining a utility allowance schedule that provides reasonable allowances for tenant-paid utilities. The consumption and utility rates being proposed are provided by obtaining new rate schedules from Johnson Controls and Board of Public Utilities.

**BE IT RESOLVED** that the Board of Commissioners of the Kansas City, Kansas Housing Authority (KCKHA) adopts the attached revised utility allowance schedules for the Section 8 Housing Choice Voucher Program to reflect the rate changes as detailed-effective July 1, 2020.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the Board of Commissioners does hereby approve Resolution No. 2020-10.

**Resolution No. 2020-11**

**RECOGNIZING DON JOLLEY FOR HIS VALUABLE SERVICE  
TO THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS**

**WHEREAS**, Don Jolley was appointed by the Unified Government Board of Commissioners on May 31, 2018 to serve as a Commissioner for the Housing Authority of the City of Kansas City, Kansas; and

**WHEREAS**, he served faithfully during his tenure on the Board; and

**WHEREAS**, his resignation was tendered May 15, 2020; and

**WHEREAS**, this Housing Authority Board would like to recognize Don Jolley for his commitment, dedication, service and good counsel.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the City of Kansas City, Kansas that we officially recognize and thank Don Jolley for his valuable contributions to the staff, residents and citizens of this community.

## **RESOLUTION NO. 2020-12**

### **ADOPTING 62<sup>th</sup> ANNUAL REPORT**

**BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Kansas City, Kansas, that the 62<sup>th</sup> Annual Report of the Housing Authority of the City of Kansas City, Kansas, for the fiscal year ended March 31, 2020, submitted by the Executive Director is hereby approved.

**BE IT FURTHER RESOLVED** that the 62<sup>th</sup> Annual Report be presented to the Unified Government of the City of Kansas City, Kansas/Wyandotte County, as required by State law.