



Agenda

Housing Authority of the City of Kansas City, Kansas

Special Meeting

Thursday, March 18, 2021
12:30 p.m.

Held Electronically
via Zoom

- I. Roll Call
- II. Approval of the Minutes
Special Board Meeting February 18, 2021
(Pages 1—8)
- III. Executive Director's Report
(Pages 9—27)
- IV. Committee Reports
- V. New Business Consent Items: None
- VI. New Business Discussion Items:
 - Resolution No. 2021-02 PHA Board Resolution Approving the Annual Operating Budget
(Pages 28—29)
 - Resolution No. 2021-03 Collection Loss Write-Offs
(Pages 30—32)
 - Resolution No. 2021-04 Approving the Absorption of the Bonner Springs Public Housing Authority
(Pages 33—38)
 - Resolution No. 2021-05 Authorizing the Executive Director to donate Kansas City, Kansas Housing Authority property located at 624 State Avenue in Kansas City, Kansas
(Pages 39—41)
- VII. Executive Session
- VIII. Adjournment

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

Thursday, February 18, 2021
12:30 p.m.

Held Electronically
Via Zoom

On the 18th day of February 2021 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
J.D. Rios, Commissioner
Denise Tomasic, Commissioner
Linda Warner, Commissioner
Charles Wilson, Commissioner

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

ALSO, PRESENT: Thomas M. Scott, Executive Director/CEO
Cherrie Escobar, Director of Section 8
Sharron Davis-Mays, Self-Sufficiency Coordinator
Jacqueline D. Randle, Executive Services Manager
Caroline Rogers, Director of Finance
Anthony J. Shomin, Director of Contract Administration
Nebyu Tilahun, Assistant Director of Finance
Kendra Tyler, Asst. Director of Housing Operations-HM

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

Chairman Watkins called for approval of the minutes. Commissioner Rios made the motion to approve the minutes of January 21, 2021. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Barber, Crawford, McDonald, Rios, Tomasic, Warner, Watkins. Wilson

NAYS: None

ABSENT: Banks, Jefferson, Rhodes, Walker

ABSTAIN: None

Motion carried.

Executive Director's Report

- Mr. Scott informed the Board that he met with the Bonner Springs City Council and Mayor for a Q & A session on February 8, 2021 to discuss the Kansas City, Kansas Housing Authority (KCKHA) absorbing the Bonner Springs Housing Authority. Mr. Scott expressed to the KCKHA board that we would not move forward with title work until we have guarantees that Bonner Springs would not withdraw. Mr. Scott noted he was very candid in protecting the agency and the board.
- Mr. Scott met with Dr. Greg Mozier; Kansas City, Kansas Community College, to discuss adding a new college campus on the corner of 7th Street and State Avenue which would go down to 6th Street. Our current maintenance facility at 624 State Avenue is in that block. Mr. Scott advised that further conversations about this matter would take place in Executive Session. Chairman Watkins then presented a PowerPoint presentation provided by Dr. Mozier and Mr. Scott gave an overview. Commissioner Crawford provided full disclosure, due to his involvement on other boards, that he had a conversation with Dr. Mozier, and he is concerned that the Willa Gill center is in their plan to be replaced without a replacement in mind. He noted that Willa Gill is the primary place that serves the unserved community with meals and without a replacement, Commissioner Crawford noted that he would be in opposition. Commissioner McDonald noted that she volunteers at Willa Gill and was under the assumption there were plans to replace the center in the community. She could not say whether she would be in opposition, but she would be a strong proponent of making sure there was a place to relocate the facility. Chairman Watkins noted he was the Chairman of the Greater Kansas City Homeless Coalition and he works closely with the planning commission; and in full disclosure, he is on the Community College Foundation Board. He noted they will have a community conversation about Willa Gill and the center will not be forgotten. The Frank Williams Center will also go into that conversation. The Chairman expressed that he would be fully engaged in this conversation with other boards that he serves on. Commissioner Crawford expressed that he would be happy to assist in any way he could. Commissioner Barber asked to be kept apprised as this moves forward. Mr. Scott noted that it was not discussed with him that Willa Gill would be disposed of in his conversation with Dr. Mozier. To further clarify, there was discussion

concerning the local government providing three centers for people to come to receive services.

- Mr. Scott noted that on February 16, 2021; he and Sharron Davis-Mays and HUD's regional staff attended a meeting on the Empowerment Center Summit V held via Zoom.
- The Housing Authority's total CARES Act funding for Public Housing was \$1.2 Million and to date, we have spent about \$887,000. We have about \$376,000 left which is for operational expenses for the Housing Authority. We spent \$44,000 on office improvements to provide egress for meeting with people during the pandemic and into the future. We spent \$114,000 for Information Technology (IT) upgrades to make a paperless system so residents and staff could meet safely. We spent \$33,500 on sanitation services and \$62,000 in PPE supplies. Some payroll costs were covered. CARES funds cannot be used to help with rent. We went into a rental mortarium in March 2020, and are still in that now and will be, past March of this year. We are working diligently with those attempting to pay rent. There are also considerably less funds for Section 8. We are working with Kansas Housing Resource Corp (KHRC) which is affiliated with the Kansas Eviction Protection Program (KEPP). A few of our residents were helped through this program which expired December 15, 2020. It should be operational again by March 1, 2021. The Emergency Solutions Grant would also help our residents. Mr. Scott suggested that Board members go to the KHRC website to view additional programs which could help our residents. The Economic Opportunity Foundation and Kim Wilson Housing are two of the five agencies listed.
- Jackie Randle sent a couple of flyers to the Board via email. One is for the CDC hosting the COVID-19 Vaccine and Disease Control Prevention Program which lists its meeting dates from the 22nd to the 24th. She also sent out a repositioning regional network program available March 3rd at 1 p.m. Board members will have to use the link the register.
- Mr. Scott noted he has been fielding several calls for the repositioning of Juniper Gardens. Most of the calls are from organizations in and around Wyandotte County. Mr. Scott explained that he is providing accurate information to cut down on gossip and misrepresentation. Commissioner Warner asked how is the information being received? Mr. Scott noted the information is being received well, but there is some opposition to the removal of Juniper Gardens. It was been a peaceful exchange. Vice-Chairman Banks asked where we stood with the letter that goes out to the community. Mr. Scott noted he was not aware that anything had been done. Commissioner Warner noted that she did not think this was the right direction and that we should take those conversations one at a time as they come to us. Her comments were in response to a conversation she had yesterday with UG Commissioner Bynum who queried her about something she saw on Facebook. Commissioner Warner suggested letting sleeping dogs lie as someone had called our Chairman a liar which is not true. She believes that putting it out there would cause it to blow up. Vice-Chairman

Banks heartily disagreed. He noted that Juniper Gardens has been an important part of the black community ever since its existence. He noted we need to speak to the whole community, Ms. Bynum's position, notwithstanding. Vice-Chairman Banks continued to disagree most heartily, stating he is a resident there and there are a lot of people who need to know the truth. Commissioner Warner noted that Commissioner Bynum did not have a position, she just called to ask. Chairman Watkins noted that the letter needs to come from the Board, and it should go out in a form that makes sense. Commissioner Rios noted that he would encourage truthful communication. He indicated the post of Facebook has grown and unfortunately a lot of people take Facebook as a news outlet. He noted the growth of the viewing of that post could unnecessarily cause unfounded alarm and misunderstanding. The more we could increase understanding and have constructive dialogue, the better it is for the residents and the community in general. He agrees with getting more information out. Commissioner Warner noted that Chairman Watkins has already responded to the post and she does not want to argue with the public or the Board, so if the Board wants to write a letter they should. However, this is not the way she would go. She thinks it should be one on one conversations with Mr. Scott or Chairman Watkins. Vice-Chairman Banks noted that people are interested in what happens with Juniper Gardens and we owe them a credible response. Chairman Watkins indicated he would put together a committee and get a response out. Vice-Chairman Banks and Commissioner Jefferson asked to be included on that committee.

- Mr. Scott asked that Mr. Shomin give a brief update on the relocation of Juniper Gardens. Mr. Shomin noted there are about 140 folks currently residing at Juniper Gardens. Nine have planned to transfer and another 20 are on a transfer list. Mr. Shomin offered that he contacted HUD regarding our disposition application, and they have not responded back. The last he heard the disposition application is being processed and it should take 60—90 days. He noted there was a relocation meeting this morning with CVR and they have completed about 100 resident surveys. There are about 30 residents that still need to do the survey. Once the surveys are completed, CVR will generate a report. The interviews for the local hire happened last week and CVR hopes to make an offer by the first part of next. The potential new hire is expected to start within a week of the offer. Housing Management has identified eight relocations to public housing units, and we are in the process of bidding the moving services to accomplish those eight relocations. CVR cannot do much of anything else until the disposition application has been approved.
- Mr. Scott noted that Nebyu Tilahun and Cherrie Escobar have taken the lead on updating the Kansas City, Kansas Housing Authority's website. The Board was given a view of the new website and would be provided with a link after the board meeting to view the website further. Commissioner Rios asked could the communication about Juniper Gardens be placed on the website. Mr. Scott agreed that could be done and placed on our current

website until the new website is available. The information will be placed under public notices. There will also be a distribution list for sending the information out. Vice-Chairman Banks lead a discussion of the tone of the letter and the context in which Juniper Gardens would be mentioned on the website. Commissioner Rios stressed full transparency in our approach with what is going on with Juniper Gardens. While Commissioner Crawford was not opposed to individual meetings with Mr. Scott, he agreed it would be a good idea to place the facts on the website. Commissioner Warner gave kudos to staff for the redesign of the new website. Commissioner Rios seconded that. This concluded the Executive Director's report.

Commissioner Barber asked about the new phone system due to receiving a couple of calls. He noted the new system is supposed to create greater efficiencies but questioned is there going to be a way for a caller to speak to a live person. Mr. Scott explained that we have not converted to prompts on our phone system. We still have a switchboard operator who transfers calls. He noted that most calls are for Resident Selection or Section 8, and they have meetings scheduled throughout the day and a caller may not get straight through. He added that there was inclement weather last week and staff was working remotely. On one day the phones were not transferred over, all of which may have contributed to issues with the phone system. Typically, when we are working remotely, one person in the department will have the Housing Authority cell phone and be able to answer calls from home. Mr. Scott noted that we have been extremely busy. Our staff is currently at 107 employees which is down from 134 employees that we had a few years ago. He recommended patience and if there is a specific problem, it can be addressed with the Executive Director, as he returns all his calls daily. Commissioner Barber noted that he understood that weather was a contributing factor, but he was concerned that callers were not able to get an answer when they called the number. Mr. Scott noted we are working on how to do this remotely.

Commissioner Barber then asked how quickly do we normally address snow removal? He noted that a resident had a doctor's appointment in the morning and the relative had to come over and shovel the walkway so he could get out due to him being in a wheelchair. Mr. Scott noted the maintenance department did not work remotely. We monitor the properties and deal with the high-rises first. They salt, sand and clean everything off. We start when the City starts clearing the snow. Mr. Scott noted that our staff does an excellent job with snow removal. Commissioner Barber expressed that his concern was how early our staff takes care of snow removal. Mr. Scott stated immediately. They are on call on the weekends and at night, and we must bear in mind that they have the same difficulty with driving into work. There are two snow trucks that run constantly. The high-rises have staff that take care of the property. We take care of the handicap units at the family development only.

Commissioner Barber asked were there still restrictions on guests in the high-rises due to COVID-19? Mr. Scott noted that yes, there are restrictions. He added there

are no positive tests with staff or with residents in the high-rises that we are aware of. We are getting close with the positivity rate reducing in the fives. However, he does not believe folks are getting tested as much due to the vaccinations. Vice-Chairman Banks noted his church is looking at the rates and trying to determine when to meet again in person. Commissioner Crawford noted that our positivity rate in Wyandotte County has gone from a high of 40 percent to below 20 percent. He agrees that the number of people being tested has gone down, stating only 53 people were tested in all the sites for January 2021. Commissioner Crawford advised that we are encouraging people to continue to be tested. The positivity rate is not low enough for us to go back to regular activities.

Committee Reports

Personnel

Vice-Chairman Banks noted there was no meeting, but Tom Scott could bring us up to date on the search for an Executive Director. Mr. Scott noted he communicates weekly with the HCap person who is the responsible entity for the Executive Director recruitment. This week we have narrowed it down to seven folks and are following up with background checks and qualifications. He will meet again the first of the week. We are encouraging folks from the mid-west to consider the opportunity. Hopefully there will be three or four applicants to interview for next week.

CHIG

Chairman Watkins noted that CHIG will meet in March.

The following committees did not meet: Bylaws, Development, Finance, Inclusion and Public Information, Development, Resident Participation and Executive.

New Business Consent Item

Commissioner Rios made the motion to approve Resolution No. 2021-01. Vice-Chairman Banks seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Crawford, Jefferson, McDonald, Rios, Tomasic, Warner, Watkins. Wilson

NAYS: None

ABSENT: Rhodes, Walker
ABSTAIN: None

Motion carried.

Resolution No. 2020-01, approving the job description of Family Self-Sufficiency Specialist.

HUD has awarded the Kansas City, Kansas Housing Authority a Family Self-Sufficiency Grant (FSS) to increase economic opportunities for families participating in the Housing Choice Voucher Program (HCV). Hiring a Family Self-Sufficiency Specialist will empower families to increase their incomes and become more productive citizens in the community. This is a part-time position with a pay rate of \$20 an hour.

RESOLUTION NO. 2020-01—APPROVING THE JOB DESCRIPTION OF FAMILY SELF-SUFFICIENCY SPECIALIST.

Executive Session

At the Chairman's request, Commissioner Crawford made the motion to go into Executive Session for 20 minutes to discuss a real estate issue. Vice-Chairman Banks seconded the motion and the following vote was recorded:

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

Motion carried.

Executive session began at 1:25 p.m. Mr. Scott was present during Executive Session.

Chairman Crawford made a motion to return to Special Session. Vice-Chairman Banks seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Crawford, Jefferson, McDonald, Rios, Tomasic, Warner, Watkins, Wilson
NAYS: None

ABSENT: Rhodes, Walker
ABSTAIN: None

Motion carried.

Executive session ended at 1:45 p.m.

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

Matthew T. Watkins, Chairman

Thomas M. Scott, Executive Director/CEO

*Arrived after roll call.

Executive Director's Report

March 18, 2021

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. Monthly Move outs and Move-ins
 - H. Modernization Report
 - I. Resident Initiative Report
 - J. Section 8 Utilization Report

Thomas M. Scott
Executive Director/CEO

Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended February 28, 2021

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$1,196,667.81	Liberty
Payroll Account	0.00%		\$42,116.31	Liberty
ACH Pymt Account	0.15%		\$4,345.42	Liberty
Rent Depository Account	0.00%		2,656,565.84	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$133,666.67	Various
Homeless Prevention Program	0.90%		5,614.48	Bank of Labor
Sponsorship Program	0.50%		19,744.95	Bank of Labor
Section 8 Checking	0.00%		466,595.24	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,803.67	Liberty
KCKHA Debt Service Account			\$689,041.58	Deutsche Bank
CD#120245349	0.15%	02/26/21	\$500,000.00	Bank of Labor

(a) Represents Rates as of March 11, 2021 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 February 28, 2021**

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$228,848.73	(\$54,192.88)	\$174,655.85
Total Charges to Tenants for Month *			\$370,593.55
Delinquency Ratio			47.13%
Petitioned to Court			_____
Praecipes Issued			_____
Evictions			_____
Pending Evictions			_____

* The current charges were \$410,182.81, offset by Retro Rent write-offs of \$39,589.26 in February. Due to the eviction moratorium, new repayment agreements are not being set up for tenants, resulting in an increase in the current portion of Accounts Receivable balances due and a higher delinquency ratio. Housing managers are working with tenants to ensure tenants are aware of resources to assist them with past due balances.



Caroline Rogers
Director of Finance

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of FEBRUARY '21

CONTRACTS

VETS Securing America	\$44,217.04
VETS Securing America	\$12,633.44

MAINTENANCE COSTS

Carpet Corner Inc.	\$5,725.35
CINTAS FIRE	\$4,670.70
Design Mechanical, Inc.	\$1,721.25
Design Mechanical, Inc.	\$1,147.50
Ferguson Enterprises Inc.	\$1,206.48
GE APPLIANCES	\$4,165.00
H.D. Supply	\$1,549.67
Home Depot Pro-SupplyWorks	\$1,885.66
Martin Mechanical Corporation	\$2,901.55
Midwest Supply Inc.	\$1,313.62
OSCARS MAINTENANCE SERVICE CORP, LLC	\$1,770.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$1,670.00
Pcs	\$1,257.95
PDQ Supply Inc.	\$2,101.05
QUINN CONCRETE	\$1,980.00
SOS Pest Control	\$1,800.00
Stanion Wholesale Elec. Co.	\$2,482.10
Strasser Hardware	\$2,370.33
SUTTON REMODELING, LLC	\$2,040.00
SUTTON REMODELING, LLC	\$1,000.00
Waste Management	\$10,303.40
WM Corporate Services, Inc as Payment Ag	\$1,799.12

MISCELLANEOUS

American Express	\$4,295.63
AT&T	\$1,556.39
ConvergeOne, Inc	\$8,216.69
ConvergeOne, Inc	\$8,165.91
ConvergeOne, Inc	\$2,925.00
ENTERPRISE FM TRUST	\$5,112.05
Evans & Mullinix, P.A.	\$1,290.50
HARRG INC	\$44,783.00
Housing Insurance Serv. Inc.	\$85,492.00
MRI Software LLC (HAB, INC)	\$1,921.41
New Village Printing & Promotional, LLC	\$1,059.75
OFFICE ESSENTIALS, INC	\$2,245.52
ONLINE INFORMATION SERVICES, INC	\$2,471.00
PayLease, LLC	\$3,449.62
SCOTT & ASSOCIATES, LLC	\$14,200.00
SCOTT & ASSOCIATES, LLC	\$13,900.00
Talx Corporation	\$3,271.55
Time Warner Cable	\$2,126.71
Time Warner Cable	\$1,447.19
U.S BANK EQUIPMENT FINANCE	\$3,057.13
Verizon Wireless	\$2,148.95
WEX BANK DBA WRIGHT EXPRESS FSC	\$7,570.01
WILLIAM W. HUTTON ATTORNEY AT LAW	\$1,400.00

MODERNIZATION

Coleman Worldwide Moving	\$7,537.15
Davidson & Associates Inc.	\$1,453.74
H.D. Supply	\$2,506.63
Infinity Group LLC	\$79,331.40
Martin Mechanical Corporation	\$7,235.98
Mcqueeny Group Inc	\$11,880.00
MEI TOTAL ELEVATOR SOLUTIONS	\$111,541.46
Warehouse One, Inc	\$4,722.98
WSKF ARCHITECTS, INC	\$2,030.25

PAYROLL COSTS

AFLAC PREMIUM HOLDING	\$3,682.62
AFLAC PREMIUM HOLDING	\$3,626.46
Blue Cross Blue Shield Of KC	\$86,038.53
Colonial Life & Accident Ins	\$4,104.67
Delta Dental	\$4,705.93
Kansas Payment Center	\$1,109.57
Kansas Payment Center	\$1,109.57
Kansas Public Employ Ret Syst	\$32,082.60
Kansas Public Employ Ret Syst	\$31,562.51
Nationwide Retirement Solution	\$2,565.00
Nationwide Retirement Solution	\$2,565.00
UMB HEALTH SAVINGS ACCT	\$1,230.00
UMB HEALTH SAVINGS ACCT	\$1,230.00

***UTILITIES**

Atmos Energy	\$3,177.21
Atmos Energy	\$1,189.03
Board Of Public Utilities	\$81,119.07
Board Of Public Utilities	\$58,171.61
Board Of Public Utilities	\$51,725.71
Constellation New Energy-Gas	\$15,218.97
Constellation New Energy-Gas	\$14,820.16
Kansas Gas Service	\$41,134.96
Kansas Gas Service	\$8,487.29
Kansas Gas Service	\$1,294.70



Caroline M. Rogers
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending January 31, 2021

	CEN OFFICE YR TO DATE	%	CEN OFFICE BUDGET	PUBLIC HSG YR TO DATE	%	PUBLIC HSG BUDGET	SECTION 8 YR TO DATE	%	SECTION 8 BUDGET
OPERATING INCOME:									
Dwelling Rent				\$3,895,873.02	77%	\$5,047,070.00			
Fraud Recovery Income							\$82,839.45		
Interest Income	\$1,046.17	72%	\$1,460.00	\$3,822.67	44%	\$8,780.00			
Tenant Income				\$220,700.15	56%	\$390,712.00			
Transfer from CFP	\$12,697.96			\$1,058,902.90	104%	\$1,018,928.00			
Other Income	\$667,853.01	136%	\$489,554.00	\$79,240.79	84%	\$94,077.00	\$1,772.79		
Fee for Services - COCC	\$485,671.93	32%	\$1,500,087.00						
Management Fees	\$1,705,823.82	93%	\$1,828,145.00						
Total Operating Income	\$2,873,092.89	75%	\$3,819,246.00	\$5,258,539.53	80%	\$6,559,567.00	\$84,612.24		
Operating Subsidy				\$7,364,569.77	95%	\$7,763,316.00			
Section 8 Admin Fees							\$866,260.16	111%	\$777,301.00
Total Operating Receipts	\$2,873,092.89	75%	\$3,819,246.00	\$12,623,109.30	88%	\$14,322,883.00	\$950,872.40	122%	\$777,301.00
OPERATING EXPENSES:									
Administrative Salaries	\$763,519.73	80%	\$959,077.00	\$841,887.12	77%	\$1,096,386.00	\$279,823.63	90%	\$309,206.00
Management Fees				\$1,455,736.32	96%	\$1,514,196.00	\$250,087.50	80%	\$313,950.00
Other Admin Expenses	\$161,130.51	79%	\$202,958.00	\$246,194.64	76%	\$324,678.00	\$42,409.65	103%	\$41,231.00
Tenant Services									
Tenant Services Salaries				\$14,271.68					
Resident Assoc Expenses				\$1,227.83	5%	\$26,046.00			
Other Expenses				\$35,579.52	204%	\$17,402.00			
Total Utilities	\$35,050.59	68%	\$51,658.00	\$2,191,266.52	78%	\$2,827,169.00			
Maintenance Salaries	\$372,464.11	29%	\$1,262,794.00	\$1,930,205.22	122%	\$1,580,154.00			
Maint Materials	\$314,050.51	219%	\$143,450.00	\$216,011.20	32%	\$683,095.00	\$991.27	57%	\$1,737.00
Fee for Services - COCC				\$485,671.93	32%	\$1,500,087.00			
Other Maint Contracts	\$268,618.57	120%	\$224,744.00	\$1,072,630.28	88%	\$1,214,085.00	\$24,415.50	228%	\$10,687.00
Security Salaries									
Other Security Expense	\$666.29	27%	\$2,500.00	\$90,717.78	55%	\$164,235.00			
Insurance	\$103,549.37	96%	\$108,252.00	\$446,367.84	80%	\$555,162.00	\$18,999.60	79%	\$23,983.00
Terminal Leave Payments									
Employee Benefit Contributions	\$604,640.81	76%	\$798,175.00	\$847,596.54	88%	\$961,508.00	\$85,192.92	77%	\$111,078.00
Collection Losses				\$222,449.36	52%	\$425,500.00			
Interest Expense				\$479,600.71	80%	\$596,652.00			
Other General Expense	\$2,901.99			\$2,020.97	169%	\$1,198.00	\$8,691.25	79%	\$11,000.00
Total Routine Expenses	\$2,626,592.48	70%	\$3,753,608.00	\$10,579,435.46	78%	\$13,487,553.00	\$710,611.32	86%	\$822,872.00
Extraordinary Maintenance									
COVID	\$136,716.38			\$89,235.90			\$46,245.77		
Casualty Losses - Net				(\$90,620.81)					
Total Operating Expenses	\$2,763,308.86	74%	\$3,753,608.00	\$10,578,050.55	78%	\$13,487,553.00	\$756,857.09	92%	\$822,872.00
Prior Year Adjustments									
Total Operating Expenditures	\$2,763,308.86	74%	\$3,753,608.00	\$10,578,050.55	78%	\$13,487,553.00	\$756,857.09	92%	\$822,872.00
Gain/(Loss) from Operations	\$109,784.03		\$65,638.00	\$2,045,058.75		\$835,330.00	\$194,015.31		(\$45,571.00)

*** January is the 10th month of the Fiscal Year Ending March 31st

*** Percentage 83.3% or 10/12th of the year



Caroline Rogers
 Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY
MAINTENANCE REPORT
FOR THE MONTH OF FEBRUARY 2021**

CUSTOMER SERVICE & SATISFACTION SURVEY - FEBRUARY 2021

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
02/01/21	49	13	62	3	3	0	10
02/02/21	70	14	84	2	2	0	12
02/04/21	58	10	68	4	4	0	6
02/08/21	59	8	67	4	4	0	4
02/09/21	91	11	102	5	5	0	6
02/11/21	104	17	121	7	7	0	10
02/12/21	44	8	52	4	4	0	4
02/16/21	72	14	86	7	7	0	7
02/17/21	88	14	102	7	7	0	7
02/18/21	77	19	96	9	9	0	10
02/19/21	59	13	72	8	8	0	5
02/22/21	103	23	126	13	13	0	10
02/23/21	79	17	96	10	10	0	7
02/24/21	47	12	59	6	6	0	6
02/25/21	62	11	73	5	5	0	6
TOTAL	1,062	204	1,266	94	94	0	110
				(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 46% of the service work orders completed
- (b) No Response 54% 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.

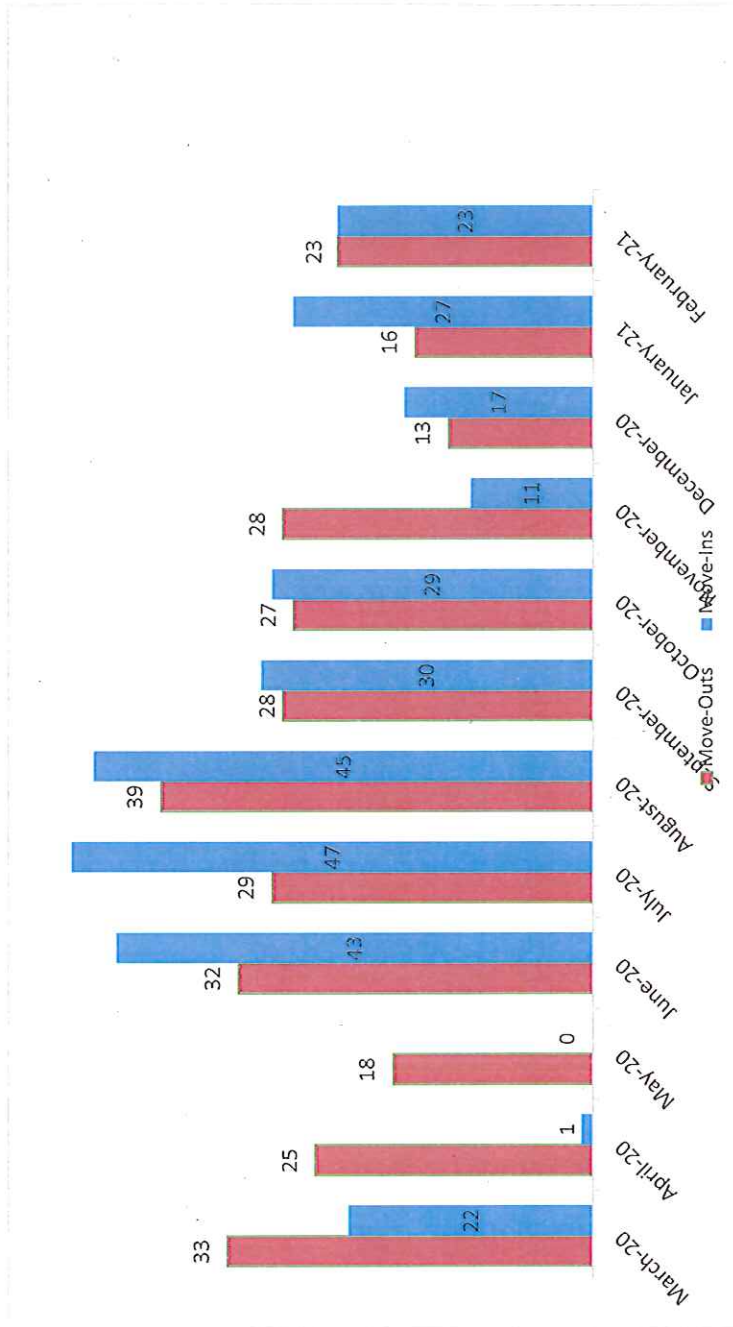
	Family	Elderly	Total
Total Vacancy	25	56	84
Units in Mod	10	25	35
Juniper in Mod	128	0	128
Fire Units	0	0	0
Defer Maint	4	1	5
Rentable Units	21	55	76
Move-Ins	12	11	23
Move-Outs	12	11	23
Units Available	5	32	37

**Kansas City, Kansas Housing Authority
February 2021 Occupancy Report**

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	HUD APPROVED SPECIAL USE UNITS	UNITS IN MOD	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 *M(7) D(12) JUNIPER GARDENS	265	123	6	12	124	98%	100%
K1-2 D(1) ST. MARGARETS PARK	100	96	3	1		97%	99%
K1-3 D(1) CYRUS K. HOLIDAY	60	57	2	1	-	97%	97%
K1-4 *M(1) D(8) WYANDOTTE TOWERS	302	280	16	6	-	95%	94%
K1-5 *M(2) D(1) BELROSE MANOR	90	86	3	1		97%	93%
K1-6 Elderly DOUGLAS HEIGHTS	101	94	7	-	-	93%	91%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	89	7	3		93%	95%
K1-7 D(1) SCATTERED SITES	24	22	-	2		100%	96%
K1-9 D(1) SCATTERED SITES	30	28	2			93%	93%
K1-10 *M(2) SCATTERED SITES	42	39	3			93%	93%
K1-11 M(1) D(1) GRANDVIEW PARK	40	36	2	1	1	95%	95%
K1-12 D(2) CHALET MANOR	66	61	3	2		95%	94%
K1-13 WELBORN VILLA	80	77	3	-		96%	96%
K1-14 BETHANY PARK TOWERS	153	143	10	-		93%	94%
K1-15 *M(6) SCATTERED SITES	20	11	-	-	9	100%	100%
K1-17 *M(1) GLANVILLE TOWERS	108	106	2		-	98%	97%
K1-18 ROSEDALE TOWERS	122	120	2	-		98%	99%
K1-20 D(1) WESTGATE TOWERS	163	151	11	1		93%	94%
K1-21 D(1) SCATTERED SITES	8	8	-			100%	100%
K1-22 WESTGATE VILLA	20	20	-			100%	100%
K1-23 D(1) SCATTERED SITES	38	38	-			100%	97%
K1-24 M(18) PLAZA TOWERS	115	87	4		24	97%	97%
K1-25 D(1) SCATTERED SITES	12	11	-	1		100%	92%
Total Units Available for Occupancy	2,058	1,783	87	31	158	96%	96%

(*) Modernization units

Kansas City, Kansas Housing Authority
The Last 12 Months



MODERNIZATION AND DEVELOPMENT REPORT **March 2021**

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. The Actual Modernization Cost Certificate has been submitted to HUD to close this program.

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. The Actual Modernization Cost Certificate has been submitted to HUD to close this program.

CAPITAL FUND PROGRAM 2015

The funding amount for this program is \$2,783,028.00. The public hearing and final budget was 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.

All funds in the 2015 Capital Fund Program Grant have been obligated and expended. This program is being prepared for close-out.

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. The Actual Modernization Cost Certificate has been submitted to HUD to close this program.

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. All elevator work at both towers is now complete. Final paperwork is being prepared to close out 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 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; K1-53 Chalet Manor Slope Stabilization; K1-53 Douglas Heights HVAC Replacement; K1-57 Plaza Tower Relocation-Floors 6, 7, and 8.

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. Relocation of these 6 residents occurred March 9th & 10th and is now complete.

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. All work is completed and accepted. Awaiting the submission of final paperwork 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 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.

The following projects are complete: K1-55 Wyandotte Tower Underground Storage Tank Removal; K1-56 and K1-57 Glanville, Rosedale, and Plaza Towers Security

Camera Improvements; K1-54 Scattered Site 7 HVAC Improvement; K1-53 Chalet Manor HVAC Improvement; and K1-56 Douglas Heights High Ride, Bethany and Glanville Towers, and K1-57 Westgate Tower Fire Alarm Panel Replacement.

K1-55, K1-56, AND K1-57 WYANDOTTE, BETHANY PARK, DOUGLAS HEIGHTS, GLANVILLE, ROSEDALE, WESTGATE, AND PLAZA TOWERS - SECURITY ENTRY ACCESS EQUIPMENT IMPROVEMENT

Bids were received on September 16, 2020 for this project. Three bids were received. The apparent low bidder is Kenton Brothers, Inc. with a bid of \$43,834.33. The architect and the consultant have reviewed the bids and are recommending acceptance of the Kenton Brothers, Inc. bid. Since the low bid amount is below the threshold of \$75,000, Board of Commissioners approval is not required. A contract was awarded to Kenton Brothers Inc. in the amount of \$43,834.33. A Notice to Proceed was issued on January 25, 2021. Work is nearing completion on the first 4 buildings.

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 was suspended on January 8th, 2019. Construction was restarted in November of 2019. All work is now completed and accepted. Awaiting the submission of final paperwork to close out this project.

ROSEDALE TOWER – ELEVATOR MODERNIZATION

The Board of Commissioners, at the December 17, 2020 Board Meeting, declared the repair and modernization of the Elevators at Rosedale Tower an emergency. Currently one elevator at the tower is unrepairable due to lack of replacement parts. Minnesota Elevator, Inc., our current service provider for elevator service and repair, prepared a cost of modernization of the elevators at Rosedale Tower. The price was compared to recent elevator modernization contracts and is acceptable. A contract, in the amount of \$370,601.00 was awarded to MEI for this elevator modernization. An assessment of equipment needed has been completed, and equipment has been ordered. Work to begin as soon as the equipment arrives.

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 4th, 2019. The Capital Fund Program 2020 was approved at the December 19th, 2019 Board meeting. Staff has submitted all required documents to HUD for acceptance of this funding. The Capital Fund Program 2020 projects has been submitted to the Unified Government, for the environmental review of the projects in this program. Environmental review is complete, and the Request for Release of Funds has been requested and received. Projects can now begin.

K1-56 DOUGLAS HEIGHTS ELEVATOR MODERNIZATION

The Board authorized this as an emergency repair at the July 2020 Board Meeting and awarded a modernization contract to Minnesota Elevator Inc., in the amount of \$494,487.00. Minnesota Elevator Inc. has completed an assessment of the equipment needed and has ordered the equipment. Work began on September 1st, 2020. All work is completed and accepted. Awaiting the submission of final paperwork to close-out this project.

K1-57 PLAZA TOWER INTERIOR MODERNIZATION PHASE 2 (Floors 4, 5 and 6)

Bids were received on November 10th, 2020 for this project. The Board authorized the award of a contract at the November 2020 meeting, to Infinity Group LLC, in the amount of \$2,238,310.00. Pre-construction meeting was held on December 8th, 2020. A Notice to Proceed was issued on Feb 3rd, 2021. Work has begun on the 6th Floor. Demolition, rough plumbing and electrical, and framing is underway. Work is progressing well.

JUNIPER GARDENS DISPOSITION APPLICATION AND RELOCATION

At HUD's determination and request, the Housing Authority has been instructed that, due to the vacancy rate, Juniper Gardens meets the required conversion regulations and must be removed from the Housing Authority's public housing inventory. The Housing Authority has completed and submitted a Disposition Application to HUD for approval. HUD is reviewing our disposition application. Since removal from inventory requires the current residents at Juniper Gardens to be relocated. The Housing Authority prepared a Request for Proposals for Relocation Services to counsel the residents, find suitable housing for relocation of residents, and to assist the Housing Authority in the relocation of the Juniper Gardens residents. Six Proposals were received and evaluated by staff. Staff recommended entering into a contract with CVR Associates. The Board authorized a contract for relocation services, at the meeting held on July 16th, 2020, to CVR Associates, in the amount of \$230,000.00. Resident meetings have been held with the residents, to explain the relocation process and to answer questions. CVR is currently performing surveys of each resident to determine their needs and wants. Approximately 117 surveys have been completed. Actual relocations cannot be started until the Disposition Application is approved by HUD. Moving contractor bids to move 9 residents that will relocate to public housing is underway with bids received March 5, for these first 9 relocations to public housing.

Month	Year	Units	HAP
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
July	2020	1298	860,706
August	2020	1284	852,643
September	2020	1271	854,329
October	2020	1258	835,809
November	2020	1253	845,197
December	2020	1249	828,751
January	2021	1257	829,008
February	2021	1251	845,144
March	2021	1249	837,719

RESIDENT INITIATIVE REPORT

MARCH 2021

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council (PHRC) meetings are being held by Zoom and by conference call due to COVID-19. Presidents of each resident council have been given the approval to resume their resident council meetings with the understanding that each resident must wear a mask to attend the meetings.

On February 3, 2021 Mr. Scott and I met with Liza Abney, HUD Region VII, regarding the Family Self-Sufficiency Program. We discussed the number of participants that we currently have which is eight and the job description for the Family Self-Sufficiency Specialist.

On February 4, 2021 I met with the relocation team regarding Juniper Gardens. CVR informed us that 100 surveys were complete, and 30 surveys still needed to be completed.

On February 5, 2021 I met with Dr. Jeanne Hayes, Young Women on the Move, who presented its program for young women and men ages 12-18. The program and resources will strengthen decision-making skills and enhance physical and mental well-being of the participants.

On February 9, 2021 Mr. Scott and I met with Liza Abney from the United States Department of Housing and Urban Development Region VII. This meeting was to update HUD on the progress of the Family Self-Sufficiency Program's recruitment of participants into the program. The program has 25 slots and our agency currently has eight participants. Ms. Abney suggested we try cold calling to help recruit participants in addition to sending out flyers with the monthly recertification packets. We informed Ms. Abney that we are completing the job description for the Family Self-Sufficiency Specialist (FSS) position.

February 16, 2021 Mr. Scott and I participated in the EnVision Center virtual summit. The facilitator was William Wells, an independent 3rd party for the EnVision Center in both Kansas City, Missouri PHA and Kansas City, Kansas PHA. The summit also included other community partners to find out their resources for the residents. Holly Duff, Wyandotte Tower's Resident Association President, shared with the group that she felt that resources are needed now for the residents.

On February 17, 2021 I attended the Workforce Solution Committee Jobs and Education Focus Group meeting.

Dr. Miguel, Interim Superintendent of the Kansas City, Kansas School District, was the guest speaker. Dr. Miguel shared with the group that there is a total of 75 languages spoken in District 500. Also, 80% of the students receive free or reduced lunch. There is a 70% graduation rate which the district is working hard to increase.

Dr. Miguel shared that because of COVID-19, there is a connectivity issue with the students even though tablets, chrome books and laptops have been provided by the school district. I informed the group that the Housing Authority has several sites that have connectivity which it provides to aid the youth who need assistance with their class work.

On February 18, 2021 I participated in the Juniper Gardens Relocation meeting. Our group was advised that CVR the relocation company will conduct interviews for a Relocation Specialist.

On February 25, 2021 I participated in the USDA workshop for the summer food program. The U.S. Department of Housing and Urban Development hosted this event. Our agency has provided a summer food program for years. This event was for those agencies that are not currently providing breakfast and lunch for youth in their areas that are in the lower socio-economic class.

KANSAS CITY KANSAS HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
March 18, 2021

New Business Discussion Item: PHA Board Resolution Approving the Annual Operating Budget

Resolution No. 2021-02

BACKGROUND:

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provided summary of the proposed/budget receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD requires PHAs to submit the PHA Board Resolution Approving Operating Budget - HUD form 52574 as certification. The 2022 fiscal year budget is prepared for COCC, HCV and Public Housing Program.

CURRENT ISSUE:

The Kansas City, Kansas Housing Authority (KCKHA) Finance Department prepares the Annual Operating Budget. The budget is prepared based on past revenue and expenditure trends. The draft budget was presented to the Finance Committee to review and make recommendations. After it is reviewed by the Finance Committee, staff prepares the final Operating Budget for the Board of Commissioners. Fiscal year 2021 budget was prepared based on 92% of proration level estimate. The final subsidy funding was at 112% proration. The proration rate is higher because of Cares Act Grant.

HUD preliminarily fund PHAs based on interim estimate levels. From January to March we received the subsidy grant based on 95.23% proration rate. The fiscal year 2022 Operating budget was prepared using a 92% proration level estimate for public housing program and 83.83% for HCV program.

This requires Board Approval by resolution, certified by the Board Chair by signing and submittal of the PHA Board Resolution Approving Operating Budget - HUD form 52574.

BOARD ACTION:

Approve Resolution No. 2021-02, if Appropriate.

RESOLUTION No. 2021-02

PHA Board Resolution Approving the Annual Operating Budget

BE IT RESOLVED; that the Board of Commissioners of the Housing Authority of Kansas City, Kansas approves the fiscal year 2022 Operating Budget as presented to the Board of Commissioners.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution 2021-02.

KANSAS CITY KANSAS HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
March 18, 2021

New Business Discussion Item: Authorizing Collection Loss – Write-Offs
Resolution No. 2021-03

BACKGROUND:

The Kansas City Kansas Housing Authority (KCKHA) Finance Department submits for Board Approval collection loss write-offs twice a year, in March and September on uncollectible dwelling rent and other charges. Other charges include maintenance charges, retroactive rent charges (due to unreported income) and court fees assessed during the current fiscal year. The Housing and Urban Development (HUD) allows for the write-off of uncollected tenant receivables only when the tenant has vacated the premises.

CURRENT ISSUE:

Staff has reviewed and prepared the list of aged vacated tenants' accounts balances that are eligible to be written-off. These balances have been determined to be uncollectible in accordance with HUD regulations and can be included as part of the write-offs which requires Board of Commissioners approval by resolution.

BOARD ACTION:

Approve Resolution No. 2021-03, if appropriate.

Kansas City, Kansas Housing Authority
Collection Loss Recap - March 2021

Project	Rent	Retro	Other	Total
Juniper Gardens	\$797.34	\$169.50	\$7,870.67	\$8,837.51
Wyandotte Towers	\$3,869.07	\$1,950.00	\$3,932.72	\$9,751.79
Belrose Manor	\$3,972.50	\$3,349.60	\$5,414.54	\$12,736.64
Bethany Towers	\$3,996.05	\$0.00	\$4,161.59	\$8,157.64
Chalet Manor	\$284.00	\$0.00	\$2,376.18	\$2,660.18
Cyrus K Holliday	\$267.23	\$0.00	\$2,469.52	\$2,736.75
Douglas Heights (E)	\$1,480.62	\$0.00	\$1,229.15	\$2,709.77
Douglas Heights (F)	\$1,247.48	\$1,692.00	\$4,731.95	\$7,671.43
Glanville Towers	\$1,187.40	\$181.80	\$1,126.04	\$2,495.24
Grandview Park	\$9.00	\$0.00	\$1,097.98	\$1,106.98
Plaza Towers	\$197.41	\$55.46	\$432.03	\$684.90
Rosedale Towers	\$2,241.08	\$0.00	\$2,120.29	\$4,361.37
Scattered Sites-007	\$241.00	\$0.00	\$981.64	\$1,222.64
Scattered Sites-010	\$479.00	\$0.00	\$2,552.14	\$3,031.14
Scattered Sites-021	(\$45.00)	\$0.00	\$529.69	\$484.69
Scattered Sites-025	\$2.00	\$0.00	\$822.01	\$824.01
St Margaret's Park	\$108.00	\$5,941.50	\$1,845.33	\$7,894.83
Welborn Villa	\$7.46	\$0.00	\$436.67	\$444.13
Westgate Towers	\$2,200.58	\$0.00	\$3,132.83	\$5,333.41
Total	\$22,542.22	\$13,339.86	\$47,262.97	\$83,145.05

AMP

51	Juniper Gardens	\$797.34	\$169.50	\$7,870.67	\$8,837.51
52	Family North	\$4,089.50	\$9,291.10	\$8,357.85	\$21,738.45
53	Family South	\$1,798.71	\$1,692.00	\$9,577.65	\$13,068.36
54	Scattered Sites	\$677.00	\$0.00	\$4,885.48	\$5,562.48
55	Wyandotte Towers	\$3,869.07	\$1,950.00	\$3,932.72	\$9,751.79
56	Elderly East	\$8,905.15	\$181.80	\$8,637.07	\$17,724.02
57	Elderly West	\$2,405.45	\$55.46	\$4,001.53	\$6,462.44
	Total	\$22,542.22	\$13,339.86	\$47,262.97	\$83,145.05

RESOLUTION NUMBER 2021-03

COLLECTION LOSS WRITE-OFFS

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

BE IT RESOLVED; HUD requires that all write-offs be approved by The Board of Commissioners by resolution; and

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the total amount of \$83,145.05 be written off as collection loss, as summarized by project on the attached schedule.

The Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution 2021-03.

March 18, 2021

Ms. Frances Cleary, Director
U. S. Department of Housing and Urban Development
HUD Kansas City Public Housing Field Office
400 State Avenue, Room 200
Kansas City, Kansas 66101

Kansas City, Kansas Housing Authority
1124 N. 9th St.
Kansas City, Kansas 66101

Re: Transfer of Bonner Springs Housing Authority Program to Kansas City, Kansas
Housing Authority

Ladies and Gentlemen:

We have acted as counsel to the Kansas City, Kansas Housing Authority (the "Housing Authority") in connection with the transfer of the Bonner Springs Housing Authority ("Bonner Springs Housing Authority") program to the Housing Authority. The Housing Authority is a public housing authority and agency of the Unified Government of Wyandotte County/Kansas City, Kansas, created and existing under the laws of the State of Kansas, including K.S.A. 17-2337 et seq. (the "Act").

We have been asked to provide an opinion as to such transfer in accordance with HUD PIH Notice 2014-24 relating to transfers and consolidations.

In connection with this request, as legal counsel to the Housing Authority, we have examined (a) Resolution No. 2021-24 of the governing body of the City of Bonner Springs, Kansas authorizing the Housing Authority to operate in Bonner Springs, Kansas; (b) Resolution No. 2021-25 of the governing body of the City of Bonner Springs, Kansas to allow the Housing Authority to acquire the Bonner Springs Housing Authority, (c) the transfer request letter of the Bonner Springs Housing Authority; (d) the statement of the Bonner Springs Housing Authority relating to the transfer; (e) Resolution No. 2021-04 of the Housing Authority approving the transfer; (f) the transfer request letter of the Housing Authority; and (g) such other opinions, documents and matters of law as we have deemed necessary in connection with the following

KUTAKROCK

March 18, 2021

Page 2

opinion. We have also examined the Constitution and laws of the State of Kansas, including the Act.

Based upon the foregoing, we are of the opinion that:

1. The requested transfer is compliant with State and local law.
2. The transfer is permitted under the Act, which is the State enabling legislation for this transfer.
3. The Housing Authority is permitted to operate in the Bonner Spring Housing Authority's jurisdiction.

We call to your attention the fact that our legal opinions are an expression of professional judgment and are not a guarantee of a result.

We do not undertake to advise you of matters which may come to our attention subsequent to the date hereof which may affect the legal opinions expressed herein.

Kutak Rock LLP



Kansas City, Kansas Housing Authority

1124 N 9th Street
Kansas City, KS 66101
(913) 281-3300
kckha.org

March 18, 2021

Ms. Frances Cleary, Director
HUD Kansas City Public Housing Field Office
400 State Avenue, Room 200
Kansas City, KS 66101-2406

Dear Ms. Cleary,

The Kansas City Kansas Housing Authority (KCKHA), KS001, respectfully requests approval to voluntarily absorb the full transfer of 50 public housing units from the Bonner Springs Housing Authority, KS009, effective July 1, 2021.

The Bonner Springs Housing Authority is approximately 50 years old, has a limited capital fund budget, and a staff of two. The KCKHA would be able to better serve the properties in the event of an emergency repair or a potential long-term absence due to employee illness or FMLA leave.

Allowing the KCKHA to absorb the Bonner Springs Housing Authority would insure continued long-term support of the 50 units of public housing and the residents. The KCKHA fiscal year-end is 3/31/2021, so a modification to the fiscal year-end of the Bonner Springs properties would also be requested.

Please feel free to contact me with any questions or concerns.

Sincerely,


Thomas M Scott

RESOLUTION NO. 2021-24

Resolution to Enable Jurisdiction to Kansas City Kansas Housing Authority to Operate in
Bonner Springs, Kansas


Be it Resolved by the Governing Body of the City of Bonner Springs, Kansas:

WHEREAS, the Governing Body of the City of Bonner Springs, Kansas will allow Kansas City Kansas Housing Authority to function in Bonner Springs, Kansas; and,

WHEREAS, the Governing Body of the City of Bonner Springs, Kansas agrees to complete all transfer actions required by HUD as stated in HUD PIH Notice 2014-24; and,


NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Bonner Springs, Kansas, that it is declared Kansas City Kansas Housing Authority is authorized to function in Bonner Springs, Kansas.

Approved by the City Council and Signed by the Mayor on January 25, 2021.



Jeff Harrington, Mayor

Attest:



Christina Brake (City Clerk)

(Seal)



RESOLUTION NO. 2021-25

Resolution to Allow Kansas City Kansas Housing Authority to Acquire Bonner Springs Housing Authority

Be it Resolved by the Governing Body of the City of Bonner Springs, Kansas:

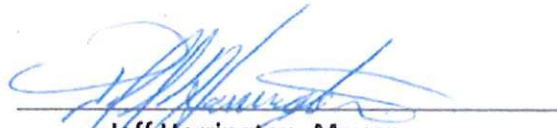
WHEREAS, the Governing body of Bonner Springs Housing Authority agrees to transfer its program to Kansas City Kansas Housing Authority, and;

WHEREAS, the Governing body of Bonner Springs Housing Authority agrees to complete all transfer requirements as outlined in HUD PIH Notice 2014-24, and;


WHEREAS, the Governing body of Bonner Springs Housing Authority has verified this process is allowed by law in the State of Kansas, via State Statute 17-2348. Cooperation between municipalities and housing authorities;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Bonner Springs, Kansas, agrees to allow Kansas City Kansas Housing Authority to take over full operations of Bonner Springs Housing Authority.

Approved by the City Council and Signed by the Mayor on January 25, 2021.


Jeff Harrington, Mayor

Attest:


Christina Brake (City Clerk)

(Seal)



Resolution No. 2021-04

Approving the Absorption of the
Bonner Springs Public Housing Program

WHEREAS, formed in 1957, the Kansas City Kansas Housing Authority is the largest public housing agency in the state of Kansas; and

WHEREAS, the Kansas City, Kansas Housing Authority provides decent, safe, and sanitary housing to residents of low to moderate income; and

WHEREAS, the Kansas City, Kansas Housing Authority currently operates 2,058 public housing units and has the potential to administer 1,642 Section 8 Housing Choice Vouchers; and

WHEREAS, Bonners Springs (Kansas) Housing Authority operates 50 public housing units for low to moderate income residents; and

WHEREAS, the Mayor and City Council of Bonner Springs, Kansas has requested the Kansas City, Kansas Housing Authority absorb the 50 units of public housing operated by the Bonner Springs Housing Authority; and

WHEREAS, the U.S. Department of Housing and Urban Development PIH Notice 2014-24 (HA) provides for the voluntary transfer of public housing units from one PHA to another and it is believed that this acquisition is in the best interest for the future success of the 50 Public Housing units in Bonner Springs, Kansas.

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas agrees to the transfer of 50 public housing units into the Kansas City, Kansas Housing Authority public housing program from the Bonner Springs Public Housing Authority.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2021-04.

March 9, 2021

Kansas City, Kansas Housing Authority Board of Commissioners
1124 N. 9th St.
Kansas City, KS 66101

Subject: Transition of Property at 624 State Ave.

Dear Executive Director Scott, Chair Watkins and KCK Housing Authority Board of Commissioners:

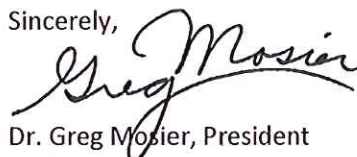
I would first like to express my sincere appreciation to the Board for your consideration to transfer the property located at 624 State Ave. to Kansas City Kansas Community College. The transfer of this property is critical to allow the building of the KCKCC Downtown Community Education Center, which is a collaborative partnership that includes KCKCC, the YMCA of Greater KC, Wyandot Behavioral Health Network, the University of Kansas and KU Med Center, and Higher Aspirations.

This purposefully chosen collaborative was created to meet the holistic needs of our neighbors who live in and around downtown Kansas City, Kansas. The College is also currently engaged in conversation with the board of directors of a Federally Qualified Health Center (FQHC) to add another floor to one of the buildings and be a full-service healthcare provider to KCK's downtown urban core.

I recognize that in this transfer, KCKCC would be responsible for all real estate and other costs associated with this transaction, and any cleanup or reclamation expenses associated with this property.

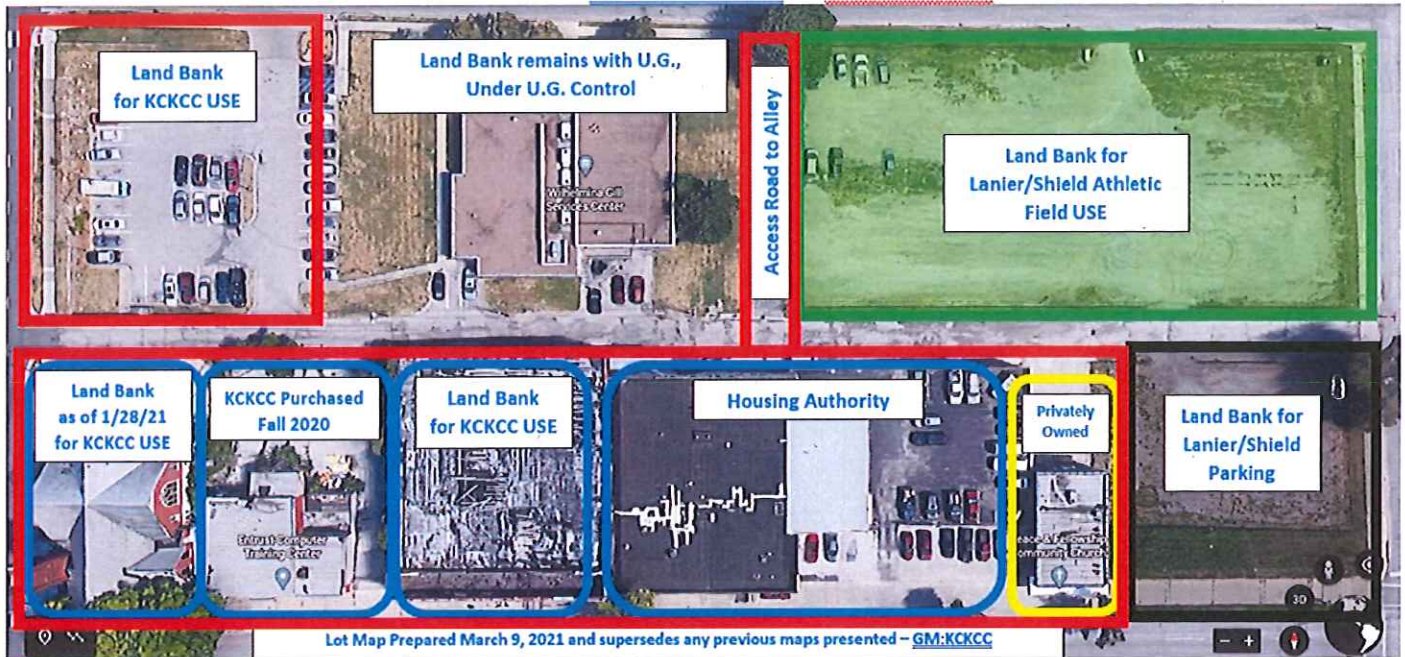
I would also like to reassure the Board that the current project will not dislocate services provided at the Willa Gill Center. This is an agreement made between the Mayor's Office, City Management and KCKCC. Following this letter is the current lot map that will be used for this project. This map takes precedent over any other lot maps, previously presented, that may have been used for discussion purposes. The red lines indicate the footprint of the KCKCC Downtown Community Education Center. Land Bank property is identified and its intended use. You will see the Willa Gill Center is not within the red boundaries indicating KCKCC acquired property. At a future time, when the Unified Government decides to provide food services at other locations, closer to where many of the individuals in need live, KCKCC has requested that property be transferred to the College at that time.

Again, thank you for considering this transition of ownership which allows the building of a facility that will provide education and much needed wrap-around services to the people of downtown Kansas City, Kansas.

Sincerely,

Dr. Greg Mosier, President

Kansas City Kansas Community College





"We Create Our Future"

Authorizing the Executive Director to donate
Kansas City, Kansas Housing Authority property
located at 624 State Avenue in Kansas City, Kansas

WHEREAS, the Kansas City, Kansas Community College is seeking to acquire real property for the purpose of development, construction and operation of the KCKCC Downtown Community Education Center with collaborative partnerships which includes Kansas City, Kansas Community College , YMCA of Greater Kansas City, Wyandot Behavioral Health Network, the University of Kansas, and KU Medical Center; and

WHEREAS, the Kansas City, Kansas Housing Authority owns real property located at 624 State Avenue; Kansas City, Kansas; 66101 with a legal description of Wyandotte City, Block 109, the East 15 feet of Lot 40, All of Lots 41 to 48, and the West one half of Lot 49 which is in the location of the proposed Downtown Community Education Center; and

WHEREAS, the Kansas City, Kansas Housing Authority property at 624 State Avenue is in poor condition and no longer suitable for Housing Authority purposes; and

WHEREAS, the Kansas City, Kansas Community College has requested that the Kansas City, Kansas Housing Authority Board of Commissioners consider donating the real property at 624 State Avenue to the Kansas City, Kansas Community College for the purpose of constructing the KCKCC Downtown Community Education Center; and

WHEREAS, the Kansas City, Kansas Community College would be responsible for the real estate transaction and all other costs associated with this transaction, including costs associated with cleaning or reclamation expenses and accept the real property in its current condition; and

WHEREAS, the Executive Director of the Kansas City, Kansas Housing Authority is authorized to enter into an agreement with the Kansas City, Kansas Community College for the donation of real property located at 624 State Avenue; Kansas City, Kansas; 66101 and as described in the legal description listed herein.

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve the donation of real property at 624 State Avenue; Kansas City, Kansas; 66101 to the Kansas City, Kansas Community College for the construction of the KCKCC Downtown Community Education Center and does hereby authorize the Executive Director to proceed with the donation and transfer of ownership to the Kansas City, Kansas Community College.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2021-04.