



# Agenda

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

## Special Meeting

Thursday, October 15, 2020  
12:30 pm.

Held Electronically  
Via Zoom

- I. Roll Call
- II. Approval of the Minutes  
Special Board Meeting September 17, 2020  
(Pages 1—7)
- III. Executive Director's Report  
(Pages 8—26)
- IV. Committee Reports
- V. New Business Consent Items:
  - A. Resolution No. 2020-21  
Approve 2021 Fair Market Rents (FMRs)  
Adjust Housing Choice Voucher  
Payment Standards and Public Housing  
Flat Rents  
(Pages 27—28)
  - B. Resolution No 2020-22  
Resolution Amending the Scheduled List  
of Maintenance Charges  
(Pages 29—36)
- VI. Adjournment



# Kansas City, Kansas Housing Authority

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Kansas City, Kansas 66101-2197

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[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, October 15, 2020 due to the pandemic. 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-Special Board Meeting September 17, 2020
- III. Executive Director's Report
- IV. Committee Reports
- V. New Business Consent Items:
  - A. Resolution No. 2020-21  
Approve 2021 Fair Market Rents (FMRs)  
Adjust Housing Choice Voucher  
Payment Standards and Public Housing  
Flat Rents
  - B. Resolution No 2020-22  
Resolution Amending the Scheduled List  
of Maintenance Charges
- VI. Adjournment

Witness my hand this 9th day of October 2020.

Thomas M. Scott, Executive Director/CEO

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

Thursday, September 17, 2020  
12:30 p.m.

Held Electronically  
Via Zoom

On the 17th day of September 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  
Rachel Jefferson, Commissioner  
P. Anne McDonald, Commissioner (arrived after roll call)  
John D. Rios, Commissioner  
Timothy J. Rhodes, Commissioner  
Denise Tomasic, Commissioner  
Linda Warner, Commissioner (arrived after roll call)  
Charles Wilson, Commissioner (arrived after roll call)

ABSENT: Broderick Crawford, 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 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 approval of the minutes. Commissioner Rios made the motion to approve the minutes of August 20, 2020. Vice-Chairman Banks seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jefferson, Rhodes, Rios, Tomasic, Watkins

NAYS: None

ABSENT: Crawford, McDonald, Walker, Warner, Wilson

ABSTAIN: None

Motion carried.

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

- Mr. Scott noted that the HUD roundtable on repositioning was held on September 3, 2020 by the Region VII office. Some of the board members and Housing Authority staff were in attendance via Zoom. They will be providing our agency with technical assistance.
- An updated resident price list will be provided to the board in October. The list is out for comment right now.
- PCs for People formerly Connecting for Good is installing five PC's and five workstations at Douglas Heights and Belrose Manor family Development. We will try to incorporate the four pillars of the Envision Center with this project.
- The Learning Club, with Brad Grabs, has been a long-time partner. We will pull Wi-Fi into Cyrus K. Holiday for these students. The Learning Club is working with students, five days a week from 9 a.m.—11 a.m. at Chalet Manor, St. Margaret's Park and Cyrus K. Holiday. We hope to get the Learning Club to expand its programming and provide tutoring to students residing in Juniper Gardens, as well.
- There have been several rounds of interviews for the Executive Director position. We expect to have three candidates interviewed on September 22, 2020. Recommendations will be made from the results of the interviews.
- Mr. Scott asked Mr. Shomin to provide updates on relocation at Juniper Gardens and the new maintenance facility. Mr. Shomin offered that a meeting was held with the relocation contractor on September 9, 2020. Additional information was been submitted to the contractor since that meeting. We have received back a draft of their implementation plan which shows a draft should be available approximately October 1, 2020. With this plan we can submit our disposition plan to HUD for approval in October which should take about 30 days. Some key take-aways from the plan are that resident meetings are scheduled to start November 1, 2020; resident surveys are scheduled for November 1, 2020—December 31, 2020; applications for tenant protection vouchers are scheduled to be submitted March 1, 2021 and the contractor anticipates that resident relocations will start June 1, 2021. Mr. Scott offered that this plan would need to come before the Board at the October board meeting. Mr. Shomin noted that was correct as we need the resolution to submit the plan to HUD. Chairman Watkins asked how much time the Board would have to review the plan. Mr. Scott offered that if the plan is received October 1, 2020; the Board would have up to the board meeting to review the plan. Vice-Chairman Banks questioned what has been the response from the Juniper Gardens' leadership? Mr. Scott explained that the resident association

is not active at Juniper Gardens. Community leaders have reached out, as they did before, when we did the relocation for the 125 units. We expect to fully engage the community very quickly. Commissioner Jefferson asked if all the remaining units would be part of the relocation. Mr. Scott noted that one hundred percent to begin with, but we can make adjustments as we get further along in the process. Commissioner Rhodes noted that the Board would receive the information October 1, 2020; take action 2-3 weeks later and the relocation meetings would begin November 1, 2020. He questioned if things could be stalled. Mr. Scott noted he does not expect anything to stall the process. We hope to get things moving so our REAC scores will not be affected for 2021. Mr. Scott offered that Zoom meetings could be set up once the plan is received. Vice-Chairman Banks noted that, how we handle this, is critical for how we do things in the future.

- Mr. Shomin then discussed the maintenance facility. All the major work is done. The electrical and HVAC will be substantially complete by mid-October and we can begin discussions with the UG about a Certificate of Occupancy. Vice-Chairman Banks asked about the estimated time to do a ceremony or renaming of the facility. Commissioner Jefferson asked about the name of the facility and Chairman Watkins reminded her that the name was selected several months ago, and the building would be named the Thomas M. Scott Maintenance Facility. Mr. Shomin noted we want to make sure the contractor can deliver before we schedule a meeting. Mr. Scott noted we should know something by the October board meeting. He offered that a board meeting could be held in the new facility as it is large enough for us to be socially distant. The Board agreed to meet in the new facility once it becomes available. Mr. Shomin's best estimate would be to try and meet the October deadline, but a lot will depend on the sub-contractors getting the work done in time.

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## **Committee Reports**

### **Bylaws**

Commissioner Barber stated there was nothing to report this month.

### **Finance**

Mr. Scott offered that a written report was provided by Commissioner McDonald. She asked the Board members to read the report. There is a significant bad debt write-off on accounts receivables. They spent a lot of time discussing accounting procedures for the last six months to a year due to unreported income. Previously the agency was not able to ascertain if there was unreported income, but now we can do this. This has resulted in residents having their rent recalculated and they end up owing large amounts of rent. They often choose not to pay the rent, move out and leave the debt. Their debt can also be reported to a central clearing house and they will not be able to move into public housing until that debt is paid. There

is also a suspension of evictions right now and there is no subsidy to help with rent, creating another problem. Additionally, due to COVID-19, Ms. Davis-Mays nor the property managers have been able to do one-on-one talks with residents. We hope to be able to eventually go back to Knock and Talks with residents. Commissioner McDonald noted that it was with great reluctance that we recommend writing off such a large amount. She anticipates there will be another six-month period where the amount will be significantly high and then hopefully it goes back down to 2018 levels.

Commissioner Jefferson asked what was included in retro and other categories. Ms. Scott noted that retro is any adjustment based on residents not reporting their income. Other could be late fees, maintenance charges, court fees, and damages to the unit at the time of move out. He added that the retro rent process has to be refined and some of the write-offs may need to be charged. This is all being reviewed by staff. Commissioner Jefferson asked was there a collection company. Mr. Scott noted that we used a company years ago and it did not work too well. Most of these folks will cycle back and enter into repayment agreements to get back in housing and a fair amount of the delinquencies will be collected.

### **Inclusion and Public Information**

Commissioner Jefferson noted they have not met, and that Commissioner Warner is the Chair of this committee. Chairman Watkins indicated that Commissioner Warner has resigned her position as Chair.

### **Personnel**

Vice-Chairman Banks noted they have met which resulted in a summary of Mr. Scott's actions. They have reviewed the job descriptions and are prepared for Mr. Scott to make the report.

Mr. Scott noted the job description changes have been provided to the Board in advance. The Facilities Management department has been combined with the Housing Management department to form the Housing Operations Department. This flattens the agency and builds a team environment to create greater efficiencies. With the loss of Juniper Gardens' subsidy and the Capital Fund money, we need to work together for common goals. This eliminates duplication of efforts and improves employee morale by having us work together as a team. Additionally, there was a Harvard study that recommends combining these two departments which we were planning to do in 2008 when asset management was first implemented. It is now time to implement these changes. We will be combining all the contracts at the agency. One of the smaller contracts have gone through a coordinator which caused us to lose an opportunity to get revised bids. This move will cause us to put all the contracts under one umbrella. The repositioning and the assessments of other facilities will fall under the Director of Contract Administration, Mr. Shomin. Another example of lack of follow-up was,

two years ago when the laundry contract expired and there was a 90-notice that was not followed up. The contract self-renewed, and we lost the redecorating fees and the ability to negotiate for new laundry equipment.

Mr. Scott explained that the Director of Housing Management and the Director of Facilities Management positions will be combined to form the Director of Housing Operations. The Assistant Director of Housing Management position will now be referred to as the Assistant Director of Housing Operations—Housing Management. The Assistant Director of Facilities Management position will now be referred to as the Assistant Director of Housing Operations—Facilities Management. There are no payroll increases or adjustments to salary ranges based on these changes.

There is one job description, Housing Operations Facilities Coordinator, which is a newly rated position that will be filled by an existing employee to provide administrative support to the Assistant Director—Facilities Management. This position has a slight increase to grade 617. The person in this position has been an Office Assistant, a Property Manager and is currently the Work Control Coordinator and has good administrative skills which are being under-utilized. This person will be able to reach across the aisles and assist with Housing Operations. We will not rehire for the current position and the person will continue to do both roles.

Vice-Chairman Bank noted that with the previous update on the Executive Director's position, his report is complete.

### **Development Committee**

Chairman Watkins noted this committee has not met.

### **Resident Participation**

Chairman Watkins noted this committee has not met.

### **Executive Committee**

This committee did not meet.

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

Chairman Watkins noted the CHIG board met this week. This are continuing to progress at DHAL. The occupancy is down a little, but we are hoping this will stabilize. The budget will be voted in October. Mr. Scott added that we are moving forward with the legal review of the operating statements. September 2021 is the end of the tax credit compliance, at which time the tax credit syndicator will go out

of the deal and Community Housing Investment Group (CHIG) will be the 100 per cent owner.

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Commissioner Rios made a motion to approve Resolution Nos. 2020-19 to 2020-21. Commissioner Jefferson seconded the motion and the following vote was recorded:

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

NAYS: None

ABSENT: Crawford, Walker

ABSTAIN: None

Motion carried.

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### **New Business Consent Items**

Resolution No. 2020-18, authorizing collection loss write-off.

This resolution authorizes the Board to write-off vacated tenants' account balances that are uncollectible. Staff is asking to write-off \$252,753.06. This was further explained in the Finance report provided earlier in the meeting.

**RESOLUTION NO. 2020-18—COLLECTION LOSS WRITE-OFFS.**

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Resolution No. 2020-19, authorizing the revision of job descriptions.

This resolution authorizes a change to the following job descriptions to streamline operations: the Director of Housing Management and Director of Facilities Management will merge to form the new Director of Housing Operations; the new Director of Contract Administration will take the place of the Director of Facilities Management; the Assistant Director positions will now be referred to as Assistant Director of Housing Operations—Facilities Management and Assistant Director of Housing Operation—Housing Management. Salary ranges for all positions fall into the previously approved pay ranges adopted by the Board of Commissioners.

**RESOLUTION NO. 2020-19—AUTHORIZING THE REVISION OF JOB DESCRIPTIONS.**

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Resolution No. 2020-20, approving the job description of Housing Operations Facilities Coordinator.

This resolution approves adding the Housing Operations Facilities Coordinator position to the job descriptions to provide administrative assistance to the Housing Operations staff. This position will serve both Housing Management and Facilities Management. It will be added to the salary chart at pay grade 617 with a salary range of \$43,285—\$65,790 annually.

RESOLUTION NO. 2020-20—APPROVING THE JOB DESCRIPTION OF HOUSING OPERATIONS FACILITIES COORDINATOR.

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Commissioner Rios asked to be provided with trend data on the amount of money paid back to the agency from the collection loss write-offs. Ms. Rogers noted that we recover about \$30,000 annually. Mr. Scott then indicated we would go back to see what additional information we can provide.

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Commissioner Jefferson asked for clarification on three expenditures, one was the Housing Authority Risk Retention Group where we spent \$130,275. Mr. Scott noted that this group insures our agency at 100 percent. Ms. Rogers indicated this is a quarterly payment. Mr. Scott added this is an insurance group that only insures public housing authorities. They also provide several other services. Commissioner Jefferson continued that she was looking at anything over \$5,000 that she could not easily identify. Another expenditure is the Lockton Company. Mr. Scott noted this is our Work Comp provider. Commissioner Jefferson noted the last one is Scott and Associates and there are lot of Scott and Associates on the web. Mr. Scott noted that was him, and he is a consultant and not an employee of the agency. He added that the expectation was that he would not still be here. Commissioner Jefferson stated that she was glad that Mr. Scott was here.

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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

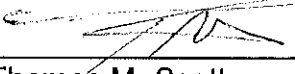
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Thomas M. Scott, Executive Director/CEO

## Executive Director's Report

October 15, 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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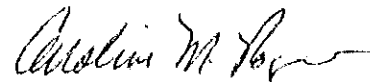
Thomas M. Scott  
Executive Director/CEO

**Kansas City, Kansas Housing Authority**  
**Statement of Funds Available**  
**For the Period Ended September 30, 2020**

Description	Rate <sup>(a)</sup>	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$296,792.17	Liberty
Payroll Account	0.00%		\$41,267.45	Liberty
ACH Pymt Account	0.15%		\$451.42	Liberty
Rent Depository Account	0.00%		\$982,453.82	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$144,497.54	Various
Homeless Prevention Program	0.90%		\$5,613.34	Bank of Labor
Sponsorship Program	0.50%		\$19,743.40	Bank of Labor
Section 8 Checking	0.00%		\$634,928.76	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,779.93	Liberty
KCKHA Debt Service Account			\$393,738.08	Deutsche Bank
CD#120245349	0.15%	02/26/21	\$500,000.00	Bank of Labor

(a) Represents Rates as of October 8, 2020 provided by Banks.

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

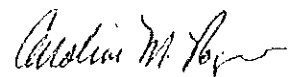


Caroline M. Rogers  
Director of Finance

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

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	<b>Rent &amp; Other Charges</b>	<b>Repayment Agreements</b>	<b>Net Total</b>
Accounts Receivable (Amounts Delinquent)	\$264,050.75	(\$135,071.58)	\$128,979.17
 Total Charges to Tenants for Month			 \$432,238.38
 Delinquency Ratio			 29.84%
 Petitioned to Court			 <u>3</u>
 Praecipies Issued			 <u>3</u>
 Evictions			 <u>1</u>
 Pending Evictions			 <u>1</u>



Caroline Rogers  
Director of Finance

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

**\*MAINTENANCE COSTS\***

Bailey Industrial Cleaning	5,615.00
Best Plumbing Specialties Inc	1,480.16
Bluelinx Corporation	2,388.00
Booney'S Lawn Service	2,050.00
Booney'S Lawn Service	2,050.00
Cummins Central Power, Llc.	4,644.79
Cummins Central Power, Llc.	1,291.08
David Allen Henderson Db	2,570.00
David Allen Henderson Db	1,285.00
David Allen Henderson Db	1,285.00
Design Mechanical, Inc.	3,055.50
Design Mechanical, Inc.	1,147.50
Doug'S Auto Repair	5,396.44
Doug'S Auto Repair	1,091.44
Ferguson Enterprises Inc.	2,432.07
First Call Restoration, Inc	7,563.35
H.D. Supply	5,574.11
H.D. Supply	2,495.74
Home Depot Pro-Supplyworks	1,642.77
Home Depot Pro-Supplyworks	1,576.70
Mccray Millwork	1,466.59
Mei Total Elevator Solutions	4,954.73
Midwest Supply Inc.	2,313.78
Midwest Supply Inc.	1,752.36
Olney Sales Inc.	1,842.00
Oscars Maintenance Service Corp, Llc	2,940.00
Oscars Maintenance Service Corp, Llc	1,470.00
Overhead Door Company	1,322.00
Pcs	1,548.87
Personal Touch Lawn Service	8,730.00
Plumb Supply Company, Lnx	7,343.47
Plumb Supply Company, Lnx	5,494.84
Plumb Supply Company, Lnx	2,933.86
Precision Plumbing & Construct, Inc	1,700.00
Royal Tree Service	7,800.00
Royal Tree Service	3,650.00
Sherwin-Williams Co	2,417.40

Smallwood Locksmiths, Inc	1,150.58
Smith Service, Llc	1,250.00
Smith Service, Llc	1,250.00
Sos Pest Control	2,250.00
Stanion Wholesale Elec. Co.	1,954.35
Strasser Hardware	2,435.99
Superco Specialty Products	2,921.52
Sutton Remodeling, Llc	1,990.00
Three Sons Painting Llc	3,700.00
Ultra-Chem Inc.	2,362.64
Up & Up Concrete	6,650.00
Vestals Welding & Fabrication	2,775.00
W Carter & Associates Glazing, Llc	17,454.00
W Carter & Associates Glazing, Llc	1,750.00
Waste Management	20,226.58
Wm Corporate Services, Inc As Payment Ag	1,453.80
Wm Corporate Services, Inc As Payment Ag	1,162.92
Worldwide Window Fashions	4,512.00

**\*MISCELLANEOUS\***

American Express	4,602.45
At&T	8,770.84
At&T	2,681.81
Convergeone, Inc	81,617.94
Convergeone, Inc	1,186.80
Enterprise Fm Trust	5,261.77
General Electric Company	6,500.00
Harrg Inc	1,000.00
Lewis Brisbois Bisgaard & Smith Llp	3,425.00
Lockton Companies	14,174.00
Mri Software Llc (Hab, Inc)	5,402.25
Office Essentials, Inc	1,813.91
Online Information Services, Inc	1,558.50
Paylease, Llc	2,943.71
Postmaster	5,000.00
Scott & Associates, Llc	10,000.00
Scott & Associates, Llc	9,100.00
Time Warner Cable	1,471.54
U.S Bank Equipment Finance	2,711.59
Verizon Wireless	2,213.03
WEX Bank Dbw Wright Express FSC	4,383.81

**\*MODERNIZATION\***

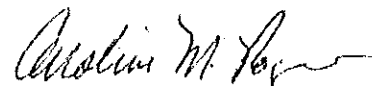
Allison & Alexander, Inc	\$195,801.32
Davidson & Associates Inc.	\$1,764.00
KDHE/Bureau Of Environmental Remediation	\$1,428.64
WSKF Architects, Inc	\$1,420.39

**\*PAYROLL COSTS\***

Blue Cross Blue Shield Of KC	93,147.83
Kansas Payment Center	1,109.57
Kansas Payment Center	1,109.57
Kansas Public Employ Ret Syst	30,853.29
Kansas Public Employ Ret Syst	30,582.30
Kansas Public Employ Ret Syst	1,500.00
Kansas Public Employ Ret Syst	1,455.00
Kansas Public Employ Ret Syst	1,275.00
Nationwide Retirement Solution	2,205.00
Nationwide Retirement Solution	2,205.00
Umb Health Savings Acct	1,738.13
Umb Health Savings Acct	1,738.13
W.H. Griffin, Trustee	2,181.68

**\*UTILITIES**

Board Of Public Utilities	125,771.62
Board Of Public Utilities	111,731.56
Kansas Gas Service	2,884.19
Kansas Gas Service	1,949.46



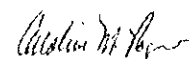
Caroline M. Rogers  
Director of Finance

**Kansas City, Kansas Housing Authority**  
**Operating Receipts and Expenditures**  
**For Period Ending August 31, 2020**

	CEN OFFICE YR TO DATE	%	CEN OFFICE BUDGET	PUBLIC HSG YR TO DATE	%	PUBLIC HSG BUDGET	SECTION 8 YR TO DATE	%	SECTION 8 BUDGET
<b>OPERATING INCOME:</b>									
Dwelling Rent				\$1,979,907.59	39%	\$5,047,070.00			
Fraud Recovery Income							\$33,732.25		
Interest Income	\$2,956.90	203%	\$1,460.00	\$6,528.52	74%	\$8,780.00			
Tenant Income				\$87,072.67	22%	\$390,712.00			
Other Income	\$357,046.40	73%	\$489,554.00	\$64,711.10	6%	\$1,113,005.00	\$1,772.79		
Fee for Services - COCC	\$259,232.14	17%	\$1,500,087.00						
Management Fees	\$809,603.60	44%	\$1,828,145.00						
Total Operating Income	\$1,428,839.04	37%	\$3,819,246.00	\$2,138,219.88	33%	\$6,559,567.00	\$35,505.04		
Operating Subsidy				\$2,782,547.54	36%	\$7,763,316.00			
Section 8 Admin Fees							\$312,159.81	40%	\$777,301.00
<b>Total Operating Receipts</b>	<b>\$1,428,839.04</b>	<b>37%</b>	<b>\$3,819,246.00</b>	<b>\$4,920,767.42</b>	<b>34%</b>	<b>\$14,322,883.00</b>	<b>\$347,664.85</b>	<b>45%</b>	<b>\$777,301.00</b>
<b>OPERATING EXPENSES:</b>									
Administrative Salaries	\$328,831.83	34%	\$959,077.00	\$433,112.66	40%	\$1,096,386.00	\$132,012.74	43%	\$309,206.00
Management Fees				\$682,132.10	45%	\$1,514,196.00	\$127,471.50	41%	\$313,950.00
Other Admin Expenses	\$66,801.67	33%	\$202,958.00	\$107,973.61	33%	\$324,678.00	\$14,308.75	35%	\$41,231.00
<b>Tenant Services</b>									
Tenant Services Salaries									
Resident Assoc Expenses				\$193.83	1%	\$26,046.00			
Other Expenses				\$2,624.16	15%	\$17,402.00			
<b>Total Utilities</b>	<b>\$16,546.60</b>	<b>32%</b>	<b>\$51,658.00</b>	<b>\$1,027,783.09</b>	<b>36%</b>	<b>\$2,827,169.00</b>			
Maintenance Salaries	\$166,748.39	13%	\$1,262,794.00	\$920,883.47	58%	\$1,580,154.00			
Maint Materials	\$196,412.91	137%	\$143,450.00	\$41,281.88	6%	\$683,095.00	\$104.74	6%	\$1,737.00
Fee for Services - COCC				\$259,232.14	17%	\$1,500,087.00			
Other Maint Contracts	\$130,795.67	58%	\$224,744.00	\$553,710.65	46%	\$1,214,085.00	\$11,209.71	105%	\$10,687.00
Security Salaries									
Other Security Expense	\$666.29	27%	\$2,500.00	\$62,365.21	38%	\$164,235.00			
Insurance	\$53,406.37	49%	\$108,252.00	\$224,462.25	40%	\$555,162.00	\$9,558.30	40%	\$23,983.00
Terminal Leave Payments									
Employee Benefit Contributions	\$311,726.99	39%	\$798,175.00	\$420,123.59	44%	\$961,508.00	\$41,398.82	37%	\$111,078.00
Collection Losses				(\$18,399.11)	-4%	\$425,500.00			
Interest Expense				\$248,604.85	42%	\$596,652.00			
Other General Expense	\$1,493.20			\$109.42	9%	\$1,198.00	\$4,494.45	41%	\$11,000.00
Total Routine Expenses	\$1,273,429.92	34%	\$3,753,608.00	\$4,966,193.80	37%	\$13,487,553.00	\$340,559.01	41%	\$822,872.00
Extraordinary Maintenance									
Depreciation Expense									
COVID	\$46,605.06			\$33,363.06			\$2,191.05		
Casualty Losses - Net									
<b>Total Operating Expenses</b>	<b>\$1,320,034.98</b>	<b>35%</b>	<b>\$3,753,608.00</b>	<b>\$4,999,556.86</b>	<b>37%</b>	<b>\$13,487,553.00</b>	<b>\$342,750.06</b>	<b>42%</b>	<b>\$822,872.00</b>
Prior Year Adjustments									
<b>Total Operating Expenditures</b>	<b>\$1,320,034.98</b>	<b>35%</b>	<b>\$3,753,608.00</b>	<b>\$4,999,556.86</b>	<b>37%</b>	<b>\$13,487,553.00</b>	<b>\$342,750.06</b>	<b>42%</b>	<b>\$822,872.00</b>
<b>Gain/(Loss) from Operations</b>	<b>\$108,804.06</b>		<b>\$65,638.00</b>	<b>(\$78,789.44)</b>		<b>\$835,330.00</b>	<b>\$4,914.79</b>		<b>(\$45,571.00)</b>

\*\*\* August is the 5th month of the Fiscal Year Ending March 31st

\*\*\* Percentage 41.67% or 5/12th of the year



Caroline Rogers  
 Director of Finance



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

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

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
09/01/20	63	20	83	7	7	0	13
09/02/20	47	11	58	2	2	0	9
09/10/20	72	10	82	5	5	0	5
09/11/20	55	9	64	3	3	0	6
09/14/20	43	5	48	2	2	0	3
09/15/20	46	12	58	1	1	0	11
09/16/20	67	15	82	3	3	0	12
09/17/20	44	18	62	4	4	0	14
09/18/20	55	12	67	0	0	0	12
09/22/20	41	11	52	4	4	0	7
09/23/20	53	15	68	6	6	0	9
09/24/20	58	13	71	4	4	0	9
09/28/20	40	11	51	3	3	0	8
09/29/20	49	23	72	7	7	0	16
09/30/20	107	18	125	7	7	0	11
<b>TOTAL</b>	<b>840</b>	<b>203</b>	<b>1,043</b>	<b>58</b>	<b>58</b>	<b>0</b>	<b>145</b>
				(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 29% of the service work orders completed
- (b) No Response 71% 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	163	76	239
Units in Mod	17	22	39
Fire Units	4	0	4
Defer Maint	4	0	4
Rentable Units	142	54	196
Move-Ins	24	21	45
Move-Outs	18	21	39
Units Available	23	17	40
Units Readied in SEP	15	22	37

## REPORT F

## September 2020 Occupancy Report

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 *M(7) D(12) JUNIPER GARDENS	265	146	119	55%	56%
K1-2 D(1) ST. MARGARETS PARK	100	95	5	95%	94%
K1-3 D(1) CYRUS K. HOLIDAY	60	58	2	97%	98%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	282	20	93%	95%
K1-5*M(2) D(1) BELROSE MANOR	90	84	6	93%	90%
K1-6 Elderly DOUGLAS HEIGHTS	101	97	4	96%	96%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	94	5	95%	92%
K1-7 D(1) SCATTERED SITES	24	23	1	96%	100%
K1-9 D(1) SCATTERED SITES	30	29	1	97%	100%
K1-10 *M(2) SCATTERED SITES	42	40	2	95%	93%
K1-11 M(1) D(1) GRANDVIEW PARK	40	39	1	98%	93%
K1-12 D(2) CHALET MANOR	66	62	4	94%	92%
K1-13 WELBORN VILLA	80	78	2	100%	100%
K1-14 BETHANY PARK TOWERS	153	146	7	95%	96%
K1-15 *M(6) SCATTERED SITES	20	11	9	55%	55%
K1-17*M(1) GLANVILLE TOWERS	108	98	10	91%	90%
K1-18 ROSEDALE TOWERS	122	115	7	94%	94%
K1-20 D(1) WESTGATE TOWERS	163	156	7	96%	98%
K1-21 D(1) SCATTERED SITES	8	7	1	88%	88%
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	89	26	77%	77%
K1-25 D(1) SCATTERED SITES	12	11	1	92%	92%
Sub-Total before Adjustments	2,058	1,818	240	88%	88%
Less: # of Deprogrammed Units	35				
Less: # of Units Under Modernization	44		40		
Total Units Available for Occupancy	1,979	1,779	200	90%	90%

(\*) Modernization units

## **MODERNIZATION AND DEVELOPMENT REPORT** **October, 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.

All funds in the 2015 Capital Fund Program Grant have been obligated and nearly 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. 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. Change order request for sill replacement has been received. Change order work, final paperwork, 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; K1-53 Chalet Manor Slope Stabilization.

#### **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. All residents on the 7<sup>th</sup> Floor were moved to the 8<sup>th</sup> Floor on 6/23 to 6/25.

#### **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. Inspections are substantially complete.

### **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 complete. Work began on the 7<sup>th</sup> floor on June 29<sup>th</sup>. Demolition, Framing, Rough Electrical and Rough Plumbing are complete on the 7<sup>th</sup> floor. Drywall installation is underway, 16 of 17 units have drywall installation complete; drywall tape & finish is 50% complete and painting has begun (2 units painted).

### **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.

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

### **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. Notice to Proceed was issued on July 6<sup>th</sup>, 2020. All work is complete. Final inspections, punch list items, and final paperwork are pending.

### **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. Notice to Proceed was issued on June 29<sup>th</sup>, 2020. All work is complete, with final inspections 50% complete. The remaining final inspections, punch list items and final paperwork are pending.

### **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. Notice to Proceed was issued on July 6<sup>th</sup>, 2020. Fire panel installation is completed at Douglas Heights and Westgate Tower. Bethany and Glanville Tower installations are pending.

#### **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 are currently reviewing the bids. Since the low bid amount is below the threshold of \$75,000 requiring Board of Commissioners approval. Staff is awaiting award of a contract pending the Architect's review and recommendation.

#### **K1-54 SCATTERED SITES (15) INTERIOR MODERNIZATION PHASE 2**

Bids for asbestos abatement on Phase 2 of interior modernization (7 houses) are due on October 14<sup>th</sup>, 2020. Once asbestos abatement is completed the next phase of interior modernization will be bid. The architect is preparing plans and specifications for Phase 2.

#### **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 and the existing building are nearing completion. Rough plumbing, mechanical, electrical, grading for parking lots and driveway, concrete curbs, paving, finish grading, and seeding are completed. Equipment shed is nearing completion. Interior trim-out currently underway (paint touch-up, cabinetry, etc.) Exterior wainscot/façade panels installation are currently being completed. Landscaping is 95% complete. All work is scheduled for completion by October 16<sup>th</sup>.

#### **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. Request for Release of Funds will be submitted to HUD after the environmental review public comment period is completed.

#### **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 and is progressing well.

## RESIDENT INITIATIVE REPORT

OCTOBER 2020

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council (PHRC) meetings have been postponed until further notice. However, 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 September 1, 2020 Catholic Charities provided a final lunch and food box distribution. There was a total of 2,635 lunches served and 80 food boxes distributed.

On September 9, 2020 I participated in a Zoom meeting with CVR Associates. Tony Shomin Director, Contract Administrator; Elaine Stroud, Director of Housing Operations, and Cherrie Escobar, Director of Section 8 were also present for this meeting. The purpose of the meeting was to strategize the plan to relocate the residents from Juniper Gardens.

On September 17, 2020 I visited The Learning Club site at Chalet Manor. The Learning Club has children at all its sites from 9 a.m.—11:00 a.m. to assist with remote learning. Only ten students are allowed per site. Masks are worn and they are practicing social distancing. Each child has their temperature taken before entering the site. Forty children are assisted each week to ensure that they get the help they need with remote learning.

On September 23, 2020, PC's for People installed the cable network and brought five computers and desk to the EnVision Center. The computers will be hooked up later.

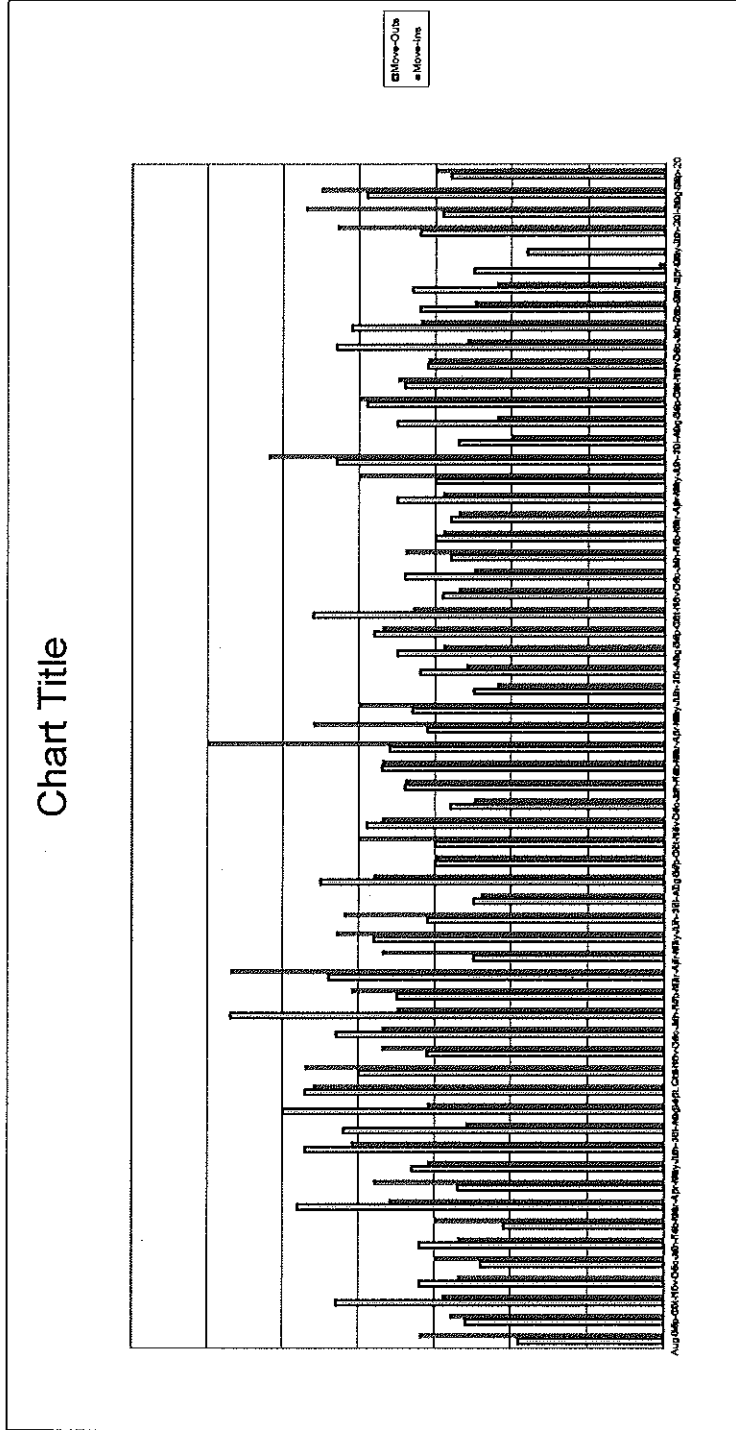
On September 24, 2020 we held the first PHRC meeting via Zoom and conference call. The meeting gave the resident leaders an opportunity to inform Tony Shomin of the upgrades they believe are needed at their site. Nine resident leaders were in attendance.

September 29, 2020 a meeting was held with CVR Associates and the Kansas City, Kansas Public School Student Services Department. Elaine Stroud, Director and Kendra Tyler, Assistant Director of Housing Operation/Housing Management were also present for this meeting. The meeting was held via Zoom. The purpose of the meeting was to find ways to allow the children to remain in their neighborhood schools. The staff from Student Services plans to get back with our agency within the next few weeks regarding how this will work to keep the children in their neighborhood school.

Month	Year	Units	HAP
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
July	2020	1298	860,706
August	2020	1284	852,643

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

Month	Move-Outs	Move-Ins
Aug-15	19	32
Sep-15	26	28
Oct-15	29	43
Nov-15	32	27
Dec-15	24	30
Jan-16	32	27
Feb-16	21	30
Mar-16	48	36
Apr-16	27	38
May-16	33	31
Jun-16	47	41
Jul-16	42	26
Aug-16	50	31
Sept-16	47	46
Oct-16	40	47
Nov-16	31	37
Dec-16	43	37
Jan-17	57	35
Feb-17	35	41
Mar-17	44	57
Apr-17	25	37
May-17	38	43
Jun-17	31	42
Jul-17	25	24
Aug-17	45	38
Sep-17	30	30
Oct-17	30	40
Nov-17	39	37
Dec-17	28	25
Jan-18	34	34
Feb-18	37	37
Mar-18	36	60
Apr-18	31	46
May-18	33	40
Jun-18	25	22
Jul-18	32	26
Aug-18	35	29
Sep-18	38	37
Oct-18	46	33
Nov-18	29	27
Dec-18	34	25
Jan-19	28	34
Feb-19	30	29
Mar-19	28	27
Apr-19	35	29
May-19	30	40
Jun-19	43	52
Jul-19	27	20
Aug-19	35	22
Sep-19	39	40
Oct-19	34	35
Nov-19	31	31
Dec-19	43	26
Jan-20	41	32
Feb-20	32	25
Mar-20	33	22
Apr-20	25	1
May-20	18	0
Jun-20	32	43
Jul-20	29	47
Aug-20	39	45
Sep-20	28	30



**New Business Consent Item:** Approve 2021 Fair Market Rents (FMRs) Adjust Housing Choice Voucher Payment Standards and Public Housing Flat Rents

Resolution No. 2020-21

**Background:**

The Housing Act of 1937 requires HUD to establish and publish Fair Market Rents (FMRs) annually to be effective on October 1 of each year. Housing Authorities operating Tenant-Based Rental Assistance (TBRA) programs must adopt the FMRs by Board resolution. This Housing Choice Voucher (HCV) program payment standards which can be set at the discretion of the local housing authority, are a function of the FMRs, with the requirement that they be set between 90% and 110% of the FMR for each bedroom size.

**Current Issue:**

The Proposed Rule on FY 2021 FMRs has been published in the Federal Register to become effective October 1, 2020. At this time the final notice of the FY 2021 FMRs has not been published in the Federal Register. Should the final notice contain any changes to the FMRs for Wyandotte County, staff will bring this item back to the Board for consideration of the revised amounts. (Wyandotte County, Kansas is part of the Kansas City, MO-KS HUD Metro FMR Area, which consists of the following counties: Johnson County, KS; Leavenworth County, KS; Linn County, KS; Miami County, KS; Wyandotte County, KS; Caldwell County, MO; Cass County, MO; Clay County, MO; Clinton County, MO; Jackson County, MO; Lafayette County, MO; Platte County, MO; and Ray County, MO. All information here applies to the entirety of the Kansas City, MO-KS HUD Metro FMR Area.)

Staff recommends that the FMRs, the Housing Choice Voucher (HCV) program payment standards and Public Housing Flat Rents to be applied on January 1, 2021. KCKHA will begin using the new data for rent calculations for new leases, new HAP contracts, and for annual renewals effective January 1, 2021.

The increased FY 2021 payment standard will have the effect of lowering tenant rent and raising subsidy.

**Flat Rent:**

PHAs are required to set flat rents at not less than 80% of the applicable FMR. The Flat Rents will need to be adjusted due to the significant increase in the FMRs, taking into consideration the utility allowance, as appropriate. These flat rents will be offered as an option to existing public housing residents.

The attached sheet outlines the Housing Choice Voucher (HCV) program payment standards and Public Housing Flat Rents to be applied on January 1, 2021.

**Board Action:**

Approve Resolution No. 2020-21, if appropriate.

## RESOLUTION NO. 2020-21

### APPROVE 2021 FAIR MARKET RENTS (FMRs) ADJUST HOUSING CHOICE VOUCHER PAYMENT STANDARDS AND PUBLIC HOUSING FLAT RENTS

WHEREAS, the Housing Authority must annually adopt revised federal Fair Market Rents for the Housing Choice Voucher program as a result of regulatory changes by HUD; and

WHEREAS, the Housing Authority has been notified by HUD of a Proposed Rule establishing the FY 2021 Fair Market Rents to be effective January 1, 2021; and

WHEREAS, the Housing Authority has set the Housing Choice Voucher Program Payment Standards at the current Fair Market Rents.

BE IT RESOLVED by the Board of Commissioners of the Kansas City, Kansas Housing Authority that the Flat Rent for Family Public Housing units is established at not less than 80% of the applicable FMR for 2021.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Kansas City, Kansas Housing Authority does hereby approve Resolution No. 2020-21, the Fair Market Rents which adjusts the Payment Standards for use by the Housing Choice Voucher and Flat Rents for Public Housing programs as follows:

## Kansas City KS Housing Authority

2021 Fair Market Rent		2021 Flat Rent	
0 Bedrooms	\$731	0 Bedrooms	\$580
1 Bedrooms	\$857	1 Bedrooms	\$685
2 Bedrooms	\$1,021	2 Bedrooms	\$816
3 Bedrooms	\$1,364	3 Bedrooms	\$1,091
4 Bedrooms	\$1,552	4 Bedrooms	\$1,241
5 Bedrooms	\$1,784	5 Bedrooms	\$1,427
6 Bedrooms	\$2,017	6 Bedrooms	\$1,614

FMR's Effective 01/01/2021  
Section 8 Payment Standards

Flat Rent Effective 01/01/2021  
Public Housing Program

Kansas City, Kansas Housing Authority  
Board of Commissioner's Meeting  
October 15, 2020

**New Business Consent Item:** Resolution Amending the Scheduled List of Maintenance Charges

Resolution No. 2020-22

**Background:**

Every twelve to eighteen months the Housing Authority re-evaluates maintenance charges that are beyond normal wear and tear regarding unit repairs. Fees and charges are also assessed that are charged to tenant accounts when rent is not paid on time. The Maintenance Charge List has not been evaluated since March 2019.

**Current Issue:**

The largest line item increase is Legal Processing. This line item is the charge assessed when tenants are placed under eviction to cover administration costs (employee time) and lawyer fees. This is a nominal fee and does not capture the total cost incurred to the agency.

**Board Action:**

Approve Resolution No. 2020-22, if appropriate.

**RESOLUTION NO. 2020-22**

**RESOLUTION AMENDING THE SCHEDULED LIST OF  
MAINTENANCE CHARGES**

**WHEREAS, staff has determined that the Schedule of Maintenance Charges needs updating; and**

**WHEREAS, it has been recommended by the U.S. Department of Housing and Urban Development that the Maintenance Price List be periodically updated; and**

**WHEREAS, in accordance with requirements contained in 24 CFR 966.5, the public was given 30-days notice and the opportunity to comment regarding proposed price changes. No comment(s) were received. Public notice was placed in the following locations:**

- **Public Housing website**
- **Public Housing site offices**
- **Public Housing main office**
- **KCK/Wyandotte County Unified Government City Hall**

**BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the attached changes reflect the necessary amendments.**

**NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2020-22.**



## MAINTENANCE AND DAMANGED CHARGES

<b>DOORS &amp; ACCESSORIES</b>	<b>Issue Unit</b>	<b>Price 2019</b>	<b>Price 2020</b>
BI-FOLD DOOR	Each	\$26.00	\$26.00
DEAD BOLT LOCK	Each	\$9.00	\$9.00
DOOR CASING - COLONIAL 14'	FT	\$0.50	\$0.50
DOOR HINGE - STEEL DOOR 4-1/2"	Each	\$20.00	<b>\$58.50</b>
DOOR HINGE 3-1/2"	Each	\$2.00	\$2.00
DOOR JAMB - EXTERIOR	SET	\$18.00	\$18.00
DOOR KNOB - INTERIOR	Each	\$11.00	\$11.00
DOOR LOCK SPINDLE (DOUGLASS HEIGHTS H.R)	Each	\$9.00	\$9.00
DOOR PLUNGER - SCHALGE 2-3/4"	Each	\$22.00	<b>\$51.71</b>
DOOR SLAB INT.	Each	\$49.00	<b>\$59.95</b>
DOOR STEEL ENTRY 36" (UNIVERSARL)	Each	\$357.00	<b>\$390.00</b>
DOOR STOP - FLEXIABLE	Each	\$1.00	\$1.00
DOOR STRIKER PLATE	Each	\$5.00	\$5.00
DOOR VIEWER	Each	\$2.00	<b>\$3.38</b>
ENTRY DOOR LOCK - SCHALGE	Each	\$149.00	\$149.00
KEYED CHAIN GUARD	Each	\$4.00	<b>\$4.04</b>
KEYS	Each	\$2.00	\$2.00
KEYS-WYANDOTTE TOWER	Each	\$2.00	<b>\$10.00</b>
SECURITY SCREEN DOOR	Each	\$209.00	<b>\$210.00</b>
STORM DOOR CLOSER	Each	\$9.00	<b>\$9.95</b>
STORM DOOR HANDLE	Each	\$8.00	<b>\$9.95</b>
STORM DOOR Z-BAR HINGE	Each	\$18.00	\$18.00
STORM DOOR Z-BAR LATCH	Each	\$14.00	\$14.00

<b>SHADES &amp; CURTAIN RODS</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>
CURTAIN ROD	Each	\$4.00
WINDOW SHADES	Each	\$8.00

<b>WINDOWS &amp; SCREENS</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>
PATIO SCREEN	Each	\$140.00
SCREEN - STAINLESS STEEL	FT	\$4.00
STORM FRAME	Each	\$18.00
STORM SCREEN	Each	\$20.00
THERMAL WINDOW	Each	\$35.00
WINDOW GLASS - SINGLE PANE	Each	\$15.00

<b>PAINT &amp; SUPPLIES</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>
DRYWALL PATCH	Each	\$4.00
DRYWALL PATCH LARGER THEN 8 X 8	Each	\$10.00

<b>LIGHT FIXTURES</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
LIGHT FIXTURE - 2' 1 BULB	Each	\$27.00	<b>\$29.60</b>
LIGHT FIXTURE - 2' 2 BULB VANITY	Each	\$55.00	\$55.00
LIGHT FIXTURE - CEILING CLEAR	Each	\$22.00	<b>\$23.75</b>
LIGHT FIXTURE - EXTERIOR RAB	Each	\$65.00	\$38.00
LIGHT FIXTURE - HALF MOON	Each	\$25.00	\$25.00
LIGHT FIXTURE - MUSHROOM FROSTED	Each	\$11.00	<b>\$13.19</b>
LIGHT FIXTURE - PROG 10-1/2"	Each	\$33.00	\$33.00
LIGHT FIXTURE - PROG 12" SQUARE	Each	\$9.00	<b>\$10.51</b>
LIGHT FIXTURE - PULL CHAIN W/RECEPTACLE	Each	\$4.00	\$4.00
LIGHT FIXTURE - PHOTO CELL-RAB	Each	\$10.84	\$10.84
LIGHT FIXTURE -FLOOD 175W	Each	\$159.00	\$159.00
LIGHT FIXTURE -LED WALL PACK	Each	\$48.00	\$48.00
LIGHT FIXTURE - PROGRESS 6" OPAL	Each	\$36.25	\$36.25

<b>LIGHT GLOBES</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
LIGHT GLOBE - 10" CLEAR RD	Each	\$12.00	<b>\$12.86</b>
LIGHT GLOBE - 6" & 8" CLEAR RD	Each	\$7.00	\$7.00
LIGHT GLOBE - MUSHROOM FROSTED	Each	\$8.00	\$8.00
LIGHT GLOBE - PROG 10"	Each	\$29.00	\$29.00
LIGHT GLOBE - PROG 12" SQUARE	Each	\$8.00	\$8.00
LIGHT GLOBE - PROG 6" OPAL	Each	\$8.00	\$8.00
LIGHT GLOBE - PROG JELLY	Each	\$9.00	\$9.00
LIGHT GLOBE-8" ROUND	Each	\$6.29	\$6.29
LIGHT LENS - 2' WHITE 1 BULB	Each	\$11.00	\$11.00
LIGHT LENS - 2' WHITE 2 BULB	Each	\$19.00	\$19.00
LIGHT LENS - HALF MOON	Each	\$21.00	\$21.00
LIGHT LENS - VANITY 2' 2 BULB	Each	\$20.00	\$20.00

<b>LIGHT BULBS</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
FLUORESCENT BULB - 18"	Each	\$4.00	<b>\$5.69</b>
FLUORESCENT BULB - 2'	Each	\$4.00	<b>\$4.32</b>
LIGHT BULB - 13W 2P	Each	\$4.00	\$4.00
LIGHT BULB - 13W 2P (HALF MOON FIX.)	Each	\$3.00	\$3.00
LIGHT BULB - 32W (RAB)	Each	\$9.00	\$9.00
LIGHT BULB - 40W	Each	\$1.00	\$1.00
LIGHT BULB - 9W 2P (RANGE HOOD)	Each	\$4.00	\$4.00

<b>SWITCHES &amp; OUTLETS &amp; COVERS</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
COVER - OUTLET	Each	\$1.00	\$1.00
COVER - SP SWITCH	Each	\$1.00	\$1.00
RECEPTACLE - DUPLEX	Each	\$1.00	\$1.00
RECEPTACLE - GFI	Each	\$14.00	\$14.00
SWITCH - 3-WAY	Each	\$2.00	\$2.00

SWITCH - 3-WAY/SINGLE POLE COMB	Each	\$6.00	\$6.00
SWITCH - 4 WAY	Each	\$6.00	<b>\$9.80</b>
SWITCH - SINGLE POLE	Each	\$1.00	\$1.00

<b>BATHROOM</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
GERBER LAV. HANDLE	Each	\$8.00	\$8.00
GERBER LAVATORY FAUCET	Each	\$91.00	<b>\$92.51</b>
GERBER TUB HANDLE	Each	\$5.00	\$5.00
KOHLER FLUSHMATE BOWL	Each	\$75.00	\$89.00
KOHLER FLUSHMATE TANK	Each	\$190.00	<b>\$210.00</b>
KOHLER FLUSHMATE TANK LEVER	Each	\$11.00	\$11.00
KOHLER FLUSMATE BOWL BACK FLUSH (HI-RISE)	Each	\$291.00	<b>\$305.00</b>
LAVATORY SINK LEGS	Each	\$14.00	<b>\$15.00</b>
LAVATORY VANITY SINK OVAL	Each	\$32.00	<b>\$22.00</b>
MEDICINE CABINET	Each	\$26.00	<b>\$28.50</b>
SHOWER CURTAIN ROD 5'	Each	\$2.00	<b>\$3.00</b>
SHOWER CURTAIN ROD BRACKETS	Each	\$1.00	<b>\$1.00</b>
SHOWER HEAD	Each	\$8.00	\$8.00
SHOWER HEAD - HANDHELD	Each	\$20.00	\$20.00
SHOWER SWIVEL BASE	Each	\$7.00	<b>\$8.00</b>
SOAP DISH	Each	\$3.00	\$3.00
TOILET BOWL PLUNGER	Each	\$4.00	\$4.00
TOILET SEAT ELONGATED	Each	\$16.00	<b>\$8.56</b>
TOILET TANK LEVER UNIVERSAL	Each	\$3.00	\$3.00
TOILET TISSUE HOLDER COMPLETE	Each	\$4.00	\$4.00
TOILET TISSUE ROLLER PIN	Each	\$1.00	\$1.00
TOOTH BRUSH AND TUMBLER	Each	\$3.00	<b>\$3.50</b>
TOWEL BAR 3/4 X 24"	Each	\$3.00	\$3.00
TOWEL BAR BRACKETS	Each	\$4.00	<b>\$5.08</b>
TUB SPOUT W/DIVERTER	Each	\$9.00	<b>\$7.00</b>
WAX RING #1 W/SLEEVE	Each	\$2.00	\$2.00

<b>KITCHEN</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
CABINET DOOR	Each	\$10.00	<b>\$40.00</b>
CABINET DOOR KNOBS	Each	\$3.00	\$3.00
CABINET DRAWER	Each	\$11.00	<b>\$40.00</b>
CABINET DRAWER KNOBS	Each	\$2.00	\$2.00
CABINET DRAWER SLIDE 22"	SET	\$6.00	\$6.00
COUNTER TOP IPB 3/4" X 25" X 97"	FT	\$12.00	<b>\$20.00</b>
G/D BADGER 1	Each	\$57.00	<b>\$75.99</b>
G/D BADGER 5	Each	\$77.00	<b>\$82.64</b>
G/D PRO COVER CONTROL	Each	\$258.00	<b>\$275.75</b>
G/D WIRLAWAY 1/2HP	Each	\$59.00	<b>\$74.07</b>
KITCHEN SINK SS DOUBLE	Each	\$80.00	<b>\$64.00</b>
MOEN KITCHEN FAUCET	Each	\$69.00	<b>\$44.75</b>

STRAINER BASKET - FITALL	Each	\$3.00	\$3.00
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POLES & SHELVES	Issue Unit	Fixed Cost	
CLOSET POLE	FT	\$1.00	\$1.00
CLOSET POLE BRACKETS	PK	\$3.00	\$3.50
CLOSET POLE SHELF BRACKETS	Each	\$2.00	\$2.00
CLOSET SHELF SUPPORT 12"	Each	\$2.00	\$2.69
HANDRAIL 1-1/2X1-11/16 CLEAR	FT	\$2.00	\$2.00
HANDRAIL BRACKETS	Each	\$3.00	\$3.00
SHELVING BULL NOSE 3/4" X 11-1/4"	FT	\$6.00	\$6.00

MISCELLANEOUS ITEMS	Issue Unit	Fixed Cost	
CERAMIC TILE - WHITE 4 X 4	Each	\$0.25	\$0.80
COLD AIR RETURN VENT	Each	\$18.00	\$19.00
ENTRY CARD REPLACEMENT FEE	Each	\$22.00	\$22.00
EXHAUST FAN COVER	Each	\$6.00	\$6.00
EXHAUST FAN MOTOR & GRILLE	Each	\$62.00	\$62.00
FLOOR TILE 1/8" ESSENTIALS	Each	\$1.00	\$1.25
MAIL BOXES	Each	\$15.00	\$17.00
REGISTER VENT FLOOR	Each	\$5.00	\$8.00
REGISTER VENT WALL	Each	\$10.00	\$15.00
SMOKE ALARM	Each	\$10.00	\$10.00
FURNITURE PICKUP & NON KCKHA APPLAINCES (PER ITEM) *	Each	\$35.00	\$35.00
HI-RISE LOCKOUT SERVICES	Each	\$10.00	\$12.00
TRASH PICKUP (PER BAG)	Each	\$9.00	\$10.00

HVAC PARTS	Issue Unit	Fixed Cost	
410-A REFRIGERANT	LB	\$5.00	\$7.00
CASSED UP FLOW A/C COIL *	Each	\$250.00	\$250.00
COMPLETE A/C CONDENSER 13 SEER	Each	\$1,050.00	\$1,050.00
COMPLETE A/C CONDENSER 15 SEER	Each	\$1,350.00	\$1,350.00
COMPLETE FURNACE 90 + % *	Each	\$926.00	\$926.00
CONDENSER FAN BLADES	Each	\$39.00	\$39.00
CONDENSER FAN GUARD	Each	\$89.00	\$89.00
CONDENSER MOTOR	Each	\$57.00	\$57.00
DISCONNECT - SWITCH BOX	Each	\$16.00	\$16.00
ELECTRIC WHIP 230V	Each	\$8.00	\$8.00
FURNACE FILTERS	Each	\$3.00	\$4.00
INSULATION TUBE	Each	\$4.00	\$4.00
LINE SET	Each	\$99.00	\$78.00
R-22 REFRIGERANT	LB	\$30.00	\$35.00
THERMOSTAT - FAMILY 24V.	Each	\$27.00	\$27.32
THREMOSTAT - HIGH-RISE 110V.	Each	\$90.00	\$118.00

<b>APPLIANCES</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
REFRIGERATOR - 12 C. FT.	Each	\$675.00	\$675.00
REFRIGERATOR - 16 C. FT.	Each	\$449.00	<b>\$470.00</b>
STOVE - ELECTRIC	Each	\$351.00	<b>\$407.00</b>
STOVE - GAS	Each	\$347.00	\$347.00

<b>REFRIGERATOR PARTS</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
REF - COMPRESSOR	Each	\$130.00	\$130.00
REF - DOOR GASKET	Each	\$23.00	<b>\$23.06</b>
REF - DOOR HANDLE	Each	\$20.00	\$20.00
REF - DOOR PANEL INNER	Each	\$31.00	\$31.00
REF - DOOR SHELF	Each	\$6.00	\$6.00
REF - DUCT AIR FZ	Each	\$12.00	\$12.00
REF - EVAPORATOR FAN MOTOR	Each	\$27.00	\$21.10
REF - FREEZER DOOR 15-16 C. FT.	Each	\$90.00	\$90.00
REF - FZ DOOR GASKET	Each	\$24.00	<b>\$25.73</b>
REF - FZ DOOR SHELF	Each	\$4.00	<b>\$7.56</b>
REF - FZ DOOR SHELF FRT	Each	\$8.00	\$8.00
REF - HOUSING CONTOL	Each	\$15.00	\$15.00
REF - REFRIGERATOR DOOR FOAM ASSEMBLY 15-16 C. FT.	Each	\$122.00	\$122.00
REF - SHELF	Each	\$8.00	\$8.00
REF - SHELF END CAP	Each	\$5.00	\$5.00
REF - SHELF FIXED FF	Each	\$3.00	\$3.00
REF - SHELF FIXED FZ	Each	\$3.00	\$3.00
REF - VEGETABLE PAN 12 C. FT.	Each	\$39.00	<b>\$31.30</b>
REF - VEGETABLE PAN 16 C. FT.	Each	\$22.00	\$22.00
REF - VEGETABLE PAN COVER	Each	\$21.00	\$21.00

<b>STOVE PARTS</b>	<b>Issue Unit</b>	<b>Fixed Cost</b>	
RANGE HOOD DUCTED 24"	Each	\$51.00	<b>\$52.00</b>
RANGE HOOD DUCTLESS 30"	Each	\$40.00	<b>\$43.50</b>
RANGE HOOD FAN ASSLBY	Each	\$29.00	<b>\$31.56</b>
RANGE HOOD FILTER 8-3/4" X 10-1/2" X 3/8"	Each	\$6.00	\$6.00
RANGE HOOD LIGHT LENS	Each	\$5.00	<b>\$5.56</b>
STOVE - BROILER DOOR	Each	\$21.00	\$21.00
STOVE - BROILER PAN	Each	\$9.00	\$9.00
STOVE - BURNER GRATE	Each	\$21.00	\$21.00
STOVE - COOKTOP	Each	\$100.00	<b>\$108.26</b>
STOVE - DRIP PAN 6"	Each	\$4.00	\$4.00
STOVE - DRIP PAN 8"	Each	\$5.00	\$5.00
STOVE - HANDLE	Each	\$29.00	\$29.00
STOVE - KNOB	Each	\$9.00	\$9.00
STOVE - OVEN BURNER PILOT ASSEMBLY *	Each	\$43.00	\$43.00
STOVE - OVEN BURNER VALVE *	Each	\$30.00	\$30.00

STOVE - OVEN DOOR	Each	\$22.00	\$22.00
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STOVE PARTS CONT.	Issue Unit	Fixed Cost	
STOVE - OVEN DOOR GASKET	Each	\$23.00	\$24.00
STOVE - OVEN DOOR HINGE	Each	\$15.00	\$15.00
STOVE - OVEN IGNITER *	Each	\$20.00	\$20.00
STOVE - OVEN RACK	Each	\$27.00	\$27.00
STOVE - OVEN THERMOSTAT *	Each	\$89.00	\$89.00
STOVE - STOVE SIDE *	Each	\$38.00	\$38.00
BURNER CLEANING - PER BURNER	Each	\$5.00	\$5.00

MAINTENANCE SERVICES CHARGES PER HOUR	Issue Unit	Fixed Cost	
SERVICE CALL - AFTER HOURS (PARTS NOT INCLUDED)	PER HR	\$45.00	\$67.50
SERVICE CALL (PARTS NOT INCLUDED)	PER HR	\$30.00	\$45.00
LABOR CALL-NON SERVICE	PER HR	\$25.00	\$30.00

\* Tenant caused damages that are not on the price list will be charged at the fair market value at the time of repair.

MOVE OUT CHARGES	Issue Unit	Fixed Cost	
CARPET REPLACEMENT	SQ. FT	\$2.00	\$6.35
CLEAN CARPET	Each	\$125.00	\$125.00
CLEAN RANGE	Each	\$35.00	\$35.00
VINYL FLOOR REPLACEMENT	Each	\$1.25	\$1.25
VINYL/CARPET FLOOR TAKE UP	SQ. FT	\$1.00	\$1.00
CLEAN REFRIGERATOR	Each	\$25.00	\$25.00
CLEANING CHARGE APARTMENT (INCLUDES MATERIALS)	PER HR	\$25.00	\$25.00
KEYS NOT RETURNED	Each	\$25.00	\$25.00

SCHEDULE OF MISCELLANEOUS FINANCE CHARGES	Issue Unit	Fixed Cost	
LATE CHARGE FOR RENT	Each	\$25.00	\$25.00
RETURNED CHECK CHARGE	Each	\$40.00	\$40.00
LEGAL PROCESSING FEE	Each	\$35.00	\$70.00
COURT COST ESTABLISHED BY WYANDOTTE COUNTY DISTRICT COURT			

BED BUG TREATMENTS BY OUTSIDE SOURCE	Issue Unit	Fixed Cost	
HEAT TREATMENT	Each	\$750.00	\$800.00
CHEMICAL TREATMENT	Each	\$450.00	\$500.00

\*Price may vary depending on the contractor.