



# Agenda

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

## Special Meeting

Thursday, May 20, 2021  
12:30 p.m.

Held Electronically  
via Zoom

- I. Roll Call
- II. Approval of the Minutes  
Special Board Meeting April 15, 2021  
(Pages 1—6)
- III. Executive Director's Report  
(Pages 7—25)
- IV. Committee Reports
- V. New Business Consent Items:

Resolution No. 2021-07	Authority to Dispose of Scrap Metal (Pages 26—31)
Resolution No. 2021-08	Authorizing the Family Self-Sufficiency Job Description to Become a Full-Time Position (Page 32)
Resolution No. 2021-09	Approve 2021 HUD Income Guidelines (Pages 33—35)
Resolution No. 2021-10	Approve 2021 Annual Utility Allowance Schedule Rate Changes Effective June 2021 (Pages 36—39)
Resolution No. 2021-11	Authority to Accept the Proposal and Authorize a Contract for the Foundation Repair on Three Public Housing Buildings with Spartan Installation and Repair, LLC dba Ram Jack Foundation Repair and Waterproofing (Pages 40—42)

New Business Discussion Items: None

VI. Executive Session

VII. Adjournment

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

Thursday, April 15, 2021  
12:30 p.m.

Held Electronically  
Via Zoom

On the 15th day of April 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  
P. Anne McDonald, Commissioner  
\*Timothy J. Rhodes, Commissioner  
J.D. Rios, Commissioner  
Linda Warner, Commissioner

ABSENT: Rachel Jefferson, Commissioner  
Denise Tomasic, Commissioner  
Cardelia Walker, Commissioner  
Charles Wilson, 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  
Andrea Tapia, Incoming Executive Director

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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 March 18, 2021. Commissioner Crawford seconded the motion, and the following vote was recorded:

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

Motion carried.

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### Executive Director's Report

- Mr. Scott advised that Andrea Tapia will be the new Executive Director effective May 20, 2021.
- Ms. Tapia introduced herself to the Board and staff. She is the Chief Operations Officer for the Columbia Housing Authority. She oversees all the housing programs for the agency, the low-income housing tax credits, CGB Housing Choice Vouchers, grants as part of asset management, works with modernization, the RAD program, the VASH program, Continuum of Care, 811s, public housing, Family Self-Sufficiency and she may have missed a long list of other activities that as she does. Ms. Tapia has been with the Columbia Housing Authority for over seven years. Mr. Scott noted there was a brief agenda today, but that Ms. Tapia was free to leave the meeting if her schedule was busy. Ms. Tapia thanked the Board for the opportunity to serve the organization and looks forward to meeting everyone. She explained that she was unable to remain at the board meeting due to having an upcoming formal hearing and has just completed three hearings prior to this meeting. *Ms. Tapia then exited the Zoom call.*
- Mr. Scott advised that he did not have much for his report today. He stated that Commissioner Barber had requested information on what we are doing with KHRC and the information has been provided to the Board by Ms. Stroud who is currently on vacation this week. Sixty repayment agreements have been returned. The delinquency rate has dropped to 15.77 percent due to entering into repayment agreements. We are registered on the Kansas Emergency Rental Association program and are referring residents. There are nine residents with a pending status and one that is receiving charity assistance. Most of our staff has received the COVID-19 shots.
- The Board was asked if they had any questions. *Commissioner Rhodes joined during the Executive Director's report.*
- Commissioner Barber thanked Mr. Scott for sending out the information that he requested last month. He asked about the number of praecipes issued, evictions and so forth. Mr. Scott noted we have not done any evictions relating to rent since the pandemic. The rent moratorium that recently expired has been extended until June 30, 2021. The evictions and praecipes issued have been for criminal activity and very high lease violations. We will continue to protect tenants that get behind on their rent.

- Vice-Chairman Banks indicated he was on the Board of Consumer Credit Counseling Service. They met with people who got behind with their bills. He asked if we have participated in any of those types of programs. Mr. Scott noted that we use to participate with them years ago and transitioned over to the Money Smart program which is an educational program for the residents. He added that the part-time FSS Coordinator position that was approved last month with 25 folks will be added to the board agenda next month and made into a full-time position. We will reactivate the financial training and outreach to third parties as we grow.
- Mr. Scott indicated that Ms. Stroud and Ms. Tyler has done an excellent job with the vaccination program. There is a hold-up due to the incident with the Johnson and Johnson vaccination and we will transfer to the Moderna vaccine. There will be two vaccinations done. We need 25 folks at each facility and have reached out to family members of those in the buildings and to staff's family members. Mr. Scott concluded that the vaccination clinics have been very successful.
- Mr. Scott informed the Board that he and Chairman Watkins met with Rep. Sherice Davids via Zoom to discuss Juniper Gardens. It was a rather lengthy meeting.
- Mr. Scott received HUD approval for the transfer of ownership of the 624 State Avenue building, the former maintenance facility. This building was never in the ACC or the Declaration of Trust, but we thought it was in our best interest to do this before moving forward. The building is completely empty except for salvage materials.
- The Urban Land Institute meeting was held yesterday, and Mr. Scott attended along with Chairman Watkins and other board members. There was discussion of Juniper Gardens.
- This concludes the Executive Director's report. Mr. Scott noted he would leave immediately following the board meeting. He would monitor the office remotely and return to the office next Thursday.
- Commissioner Crawford asked for a summary of the conversation with Rep. Davids. Mr. Scott explained that Rep. Davids was given a summary of the facts surrounding Juniper Gardens starting with the news article that came out in the Kansas City Star. She was provided with the true numbers of how many people currently reside at Juniper Gardens. She received information on how many meetings were conducted with CVR, the relocation specialist and well as the information that the Housing Authority has provided to the residents. We provided her with the FAQ's listed on the agency website. We spent 15 minutes with her and another 45 minutes

with her staff. It was a very thorough meeting and the door was left open for future meetings. Chairman Watkins added that he wants to build on our relationship with Rep. Davids and keep her informed with what is happening with the Housing Authority.

- Vice-Chairman Banks reminded the Board of its responsibility to the public to be cautious of doing more harm than good. He suggested referring the public back to staff to resolve their issues. Chairman Watkins agreed.

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Chairman Watkins moved the consent item up on the agenda and called for a vote.

**New Business Consent Item:**

Commissioner McDonald made the motion to approve Resolution No. 2021-06. Commissioner Rios seconded the motion, and the following vote was recorded:

AYES: Banks, Barber, Crawford, McDonald, Rhodes, Rios, Warner, Watkins

NAYS: None

ABSENT: Jefferson, Tomasic, Walker, Wilson

ABSTAIN: None

Motion carried.

Resolution No. 2021-06, accepting the bid and authorizing a contract for interior modernization of Scattered Sites K1-54 (15) with Taylor Made Exteriors, LLC.

This resolution is for interior modernization of Scattered Sites K1-54 (15) consisting of nine homes. The work will consist of plumbing and electrical updates, new kitchen cabinets and bath vanities, countertops, interior door replacements, floor coverings, ceiling and wall repair, painting, and new hardware. The Invitation to Bid was advertised in the Kansas City Star, The Call and Dos Mundos; posted on the agency website, mailed to contractor reporting services and mailed directly to 180 general contractors and Section 3 contractors. Ten contractors picked up plans for this work and two contractors bid the work. A Pre-bid conference was held March 24, 2021 via Zoom. Contractors were given an opportunity to visit the properties. Bids were opened via Zoom on April 7, 2021. The two contractors are: McCarthy Wild Services, Inc. and Taylor Made Exteriors, LLC. The apparent low bidder is Taylor Made Exteriors, LLC with a base bid of \$633,236.46 plus six aggregates totaling \$40,268 for a total bid of \$673,504.46. The aggregate prices will determine a unit price to be used for actual replacement needed. The total bid plus aggregates is priced at \$792,337 as outlined in the Bid Tabulation Sheet. Taylor Made Exteriors has been in business for 20 years and has previous experience with this agency and had good results. There is \$700,000 in the 2019,

2020 and 2021 Capital Fund Programs for this project. The architect's estimate for this work is \$805,554. Taylor Made Exteriors, LLC does not appear on the list of parties excluded from federal procurement or nonprocurement programs. Richard Mullin is the owner and president. Staff recommended approval of this resolution.

RESOLUTION NO. 2021-06—AUTHORITY TO ACCEPT THE BID AND AUTHORIZE A CONTRACT FOR INTERIOR MODERNIZATION OF SCATTERED SITES K1-54 (15) WITH TAYLOR MADE EXTERIORS, LLC.

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## **Committee Reports**

### **Personnel**

Vice-Chairman Banks explained that Mr. Scott has already reported that we have a new Executive Director whom they are favorable with. He asked that we all work together. Chairman Watkins thanked the Personnel Committee for its work.

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

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### **Executive Session**

At the Chairman's request, Commissioner Barber made the motion to go into Executive Session for 10 minutes to discuss a real estate matter. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

AYES: Banks, Barber, Crawford, McDonald, Rhodes, Rios, Warner, Watkins

NAYS: None

ABSENT: Jefferson, Tomasic, Walker, Wilson

ABSTAIN: None

Motion carried.

Executive session began at 12:54 p.m. Mr. Scott was present.

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Commissioner Rios made a motion to extend Executive Session for another five minutes to continue the discussion on a real estate matter. Commissioner Barber seconded the motion, and the following vote was recorded:

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

Motion carried.

The extended Executive session lasted from 1:04 p.m.—1:09 p.m. The entire Executive session ran from 12:54 p.m.—1:09 p.m. Mr. Scott was present.

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Commissioner Rios made a motion to return to Special Session. Commissioner Barber seconded the motion and the following vote was recorded:

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

Motion carried.

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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

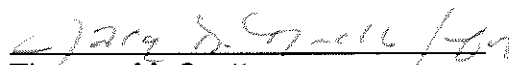
\*Arrived after roll call.



## Executive Director's Report

May 20, 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



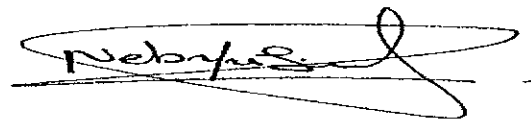
Thomas M. Scott  
Executive Director/CEO

**Kansas City, Kansas Housing Authority**  
**Statement of Funds Available**  
**For the Period Ended April 30, 2021**

Description	Rate <sup>(a)</sup>	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$642,142.90	Liberty
Payroll Account	0.00%		\$64.94	Liberty
ACH Pymt Account	0.15%		\$42,516.46	Liberty
Rent Depository Account	0.00%		3,594,097.10	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$76,997.14	Various
Homeless Prevention Program	0.90%		5,555.73	Bank of Labor
Sponsorship Program	0.50%		19,745.57	Bank of Labor
Section 8 Checking	0.00%		517,792.00	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,813.71	Liberty
KCKHA Debt Service Account			\$984,345.08	Deutsche Bank
CD#120245349	0.15%	09/01/21	\$500,000.00	Bank of Labor

(a) Represents Rates as of May 13, 2021 provided by Banks.

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

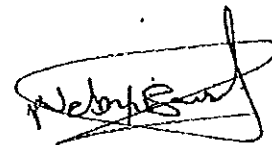


Nebyu Tilahun  
Director of Finance

**Kansas City, Kansas Housing Authority  
Delinquency in Accounts Receivable  
For the Month of April 30, 2021**

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	<b>Rent &amp; Other Charges</b>	<b>Repayment Agreements</b>	<b>Net Total</b>
Accounts Receivable (Amounts Delinquent)	\$217,612.84	(\$104,790.32)	\$112,822.52
Total Charges to Tenants for Month			\$427,842.42
Delinquency Ratio			26.37%
Petitioned to Court			<u>5</u>
Praecipes Issued			<u>5</u>
Evictions			<u>3</u>
Pending Evictions			<u>2</u>



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Nebyu Tilahun, CPA  
Director of Finance

**Kansas City, Kansas Housing Authority**

Payments Over \$1,000.00

For The Month of APRIL '21

**\*CONTRACTS\***

VETS Securing America	\$12,738.64
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**\*MAINTENANCE COSTS\***

BLUELINX CORPORATION	\$4,738.53
C & C Group	\$2,615.00
DAVID ALLEN HENDERSON DBA	\$2,620.00
Design Mechanical, Inc.	\$1,147.50
DOUG'S AUTO REPAIR	\$1,657.40
Home Depot Pro-SupplyWorks	\$2,159.06
Lowe's	\$1,586.37
Martin Mechanical Corporation	\$7,767.20
MEI TOTAL ELEVATOR SOLUTIONS	\$3,916.21
Midwest Supply Inc.	\$2,633.32
OSCARS MAINTENANCE SERVICE CORP, LLC	\$1,170.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$1,470.00
Precision Plumbing & Construct, Inc	\$1,618.75
Smallwood Locksmiths, Inc	\$1,716.72
Strasser Hardware	\$3,027.95
SUTTON REMODELING, LLC	\$2,140.00
Trane U.S. INC.	\$1,728.16
Waste Management	\$10,236.45
Zep Manufacturing Company	\$1,101.98

**\*MISCELLANEOUS\***

American Express	\$4,610.38
AT&T	\$1,049.72
AT&T	\$1,522.05
ConvergeOne, Inc	\$8,887.50
ENTERPRISE FM TRUST	\$5,261.77
Evans & Mullinix, P.A.	\$1,929.00
HARRG INC	\$8,500.00
JOSEPH QUINTO	\$1,237.50
Kansas Public Employ Ret Syst	\$2,040.00
New Village Printing & Promotional, LLC	\$1,418.24
OFFICE ESSENTIALS, INC	\$1,659.70
ONLINE INFORMATION SERVICES, INC	\$2,607.00
PayLease, LLC	\$4,113.42
SCOTT & ASSOCIATES, LLC	\$6,900.00
SCOTT & ASSOCIATES, LLC	\$11,900.00

Time Warner Cable	\$1,447.19
U.S BANK EQUIPMENT FINANCE	\$2,804.11
Verizon Wireless	\$2,166.16
WILLIAM W. HUTTON ATTORNEY AT LAW	\$2,100.00

**\*MODERNIZATION\***

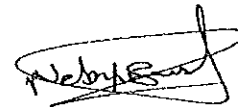
CVR Associates, Inc	\$12,437.50
Infinity Group LLC	\$206,566.20
Kansas City Moving & Storage	\$5,973.30
Martin Mechanical Corporation	\$3,185.70
Reeves-Wiedeman Company	\$3,774.00
Sherwin-Williams Co	\$1,290.10
Warehouse One, Inc	\$4,150.84

**\*PAYROLL COSTS\***

AFLAC PREMIUM HOLDING	\$3,594.02
Blue Cross Blue Shield Of KC	\$91,529.80
Colonial Life & Accident Ins	\$4,105.34
Delta Dental	\$4,669.97
Kansas Payment Center	\$1,109.57
Kansas Payment Center	\$1,109.57
Kansas Public Employ Ret Syst	\$31,078.91
Kansas Public Employ Ret Syst	\$31,202.86
Nationwide Retirement Solution	\$2,640.00
Nationwide Retirement Solution	\$2,640.00
UMB HEALTH SAVINGS ACCT	\$1,230.00
UMB HEALTH SAVINGS ACCT	\$1,230.00

**\*UTILITIES**

Atmos Energy	\$1,858.39
Board Of Public Utilities	\$53,240.18
Board Of Public Utilities	\$71,720.84
Kansas Gas Service	\$6,105.53

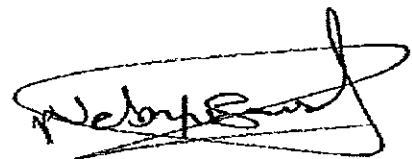


Nebyu Tilahun, CPA  
Director of Finance

**Kansas City, Kansas Housing Authority**  
**Operating Receipts and Expenditures**  
**For Periods Ending March 31, 2021 and April 30, 2021**

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The April Operating Statement, along with the Unaudited Balance Sheet and Operating Statement the fiscal year end March 31, 2021, will be presented to the board as a handout at its Annual Meeting on June 17, 2021.



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Nebyu Tilahun, CPA  
Director of Finance

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

**CUSTOMER SERVICE & SATISFACTION SURVEY - APRIL 2021**

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
04/01/21	128	18	146	7	7	0	11
04/05/21	67	14	81	8	8	0	6
04/06/21	80	16	96	9	9	0	7
04/07/21	105	16	121	8	8	0	8
04/08/21	62	9	71	4	4	0	5
04/09/21	76	10	86	4	4	0	6
04/12/21	44	8	52	1	1	0	7
04/13/21	77	20	97	10	10	0	10
04/14/21	126	10	136	2	2	0	8
04/15/21	50	11	61	4	4	0	7
04/19/21	81	12	93	6	6	0	6
04/20/21	115	11	126	2	2	0	9
04/21/21	54	8	62	3	3	0	5
04/23/21	84	10	94	3	3	0	7
04/27/21	118	14	132	4	4	0	10
04/29/21	110	12	122	6	6	0	6
04/30/21	95	13	108	7	7	0	6
<b>TOTAL</b>	<b>1,000</b>	<b>234</b>	<b>1,234</b>	<b>71</b>	<b>71</b>	<b>0</b>	<b>163</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 30% of the service work orders completed
- (b) No Response 70% 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.

	<b>Family</b>	<b>Elderly</b>	<b>Total</b>
Total Vacancy	31	33	64
Units in Mod	10	25	35
Juniper in Mod	140	0	140
Fire Units	0	0	0
Defer Maint	4	1	5
Rentable Units	27	32	59
Move-Ins	8	17	25
Move-Outs	15	9	24
Units Available	7	8	15



**Kansas City, Kansas Housing Authority  
April 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	109	20	12	124	92%	100%
K1-2 D(1) ST. MARGARETS PARK	100	95	4	1		96%	99%
K1-3 D(1) CYRUS K. HOLIDAY	60	57	2	1	-	97%	97%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	278	18	6	-	94%	94%
K1-5*M(2) D(1) BELROSE MANOR	90	83	6	1		93%	93%
K1-6 Elderly DOUGLAS HEIGHTS	101	100	1	-	-	99%	91%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	89	7	3		93%	95%
K1-7 D(1) SCATTERED SITES	24	21	1	2		96%	96%
K1-9 D(1) SCATTERED SITES	30	30	-			100%	93%
K1-10 *M(2) SCATTERED SITES	42	36	6			86%	93%
K1-11 M(1) D(1) GRANDVIEW PARK	40	36	2	1	1	95%	95%
K1-12 D(2) CHALET MANOR	66	60	4	2		94%	94%
K1-13 WELBORN VILLA	80	80	-	-		100%	96%
K1-14 BETHANY PARK TOWERS	153	145	8	-		95%	94%
K1-15 *M(6) SCATTERED SITES	20	11	-	-	9	100%	100%
K1-17*M(1) GLANVILLE TOWERS	108	108	-		-	100%	97%
K1-18 ROSEDALE TOWERS	122	122	-	-		100%	99%
K1-20 D(1) WESTGATE TOWERS	163	158	4	1		98%	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	37	1			97%	97%
K1-24 M(18) PLAZA TOWERS	115	88	2		25	98%	97%
K1-25 D(1) SCATTERED SITES	12	11	-	1		100%	92%
<b>Total Units Available for Occupancy</b>	<b>2,058</b>	<b>1,782</b>	<b>86</b>	<b>31</b>	<b>159</b>	<b>96%</b>	<b>96%</b>

(\* ) Modernization units



## **MODERNIZATION AND DEVELOPMENT REPORT** **May 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 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 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 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, K1-56 Glanville Tower Common Area HVAC Improvement, and K1-57 Westgate Tower and Plaza Tower Elevator Modernization.

All funds are obligated, and all funds are nearly expended. This program is being prepared for close out.

## **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; K1-53 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 9<sup>th</sup> & 10<sup>th</sup> and is now 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. 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 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; 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 complete on the all buildings, waiting on final paperwork to close out this project.

**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.

The following project is complete: KCKHA Thomas M. Scott Maintenance Facility.

**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. Equipment has been delivered and work has begun on the elevators. One elevator rehab is substantially complete. The second elevator modernization is currently underway.

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

Bids were received on November 10<sup>th</sup>, 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 8<sup>th</sup>, 2020. A Notice to Proceed was issued on Feb 3<sup>rd</sup>, 2021. Work has begun on the 6<sup>th</sup> Floor. Demolition, rough plumbing and electrical, and framing, drywall installation, and painting is complete. Work is progressing well. Cabinet installation and carpet installation is underway. The 6<sup>th</sup> floor is nearing completion, the estimated date of substantial completion for the 6<sup>th</sup> floor is 6/1/2021.

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

Bids were received on April 7<sup>th</sup>, 2021 for this project. The Board authorized the award of a contract at the April 15<sup>th</sup>, 2021 meeting to Taylor Made Exteriors, LLC, in the amount of \$633,236.46. Staff held a pre-construction meeting with the contractor on April 28<sup>th</sup>, 2021. Contractor is in the process of submitting required documents to receive Notice to Proceed. Contractor anticipates starting the project May 24, 2021.

### **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 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.

### **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. Notice to Proceed was issued and work began on September 1st, 2020. All work is completed and accepted. Awaiting the submission of final paperwork to close-out this project.

### **JUNIPER GARDENS DISPOSITION APPLICATION AND RELOCATION**

At HUD's determination and request, the Housing Authority has been instructed that, due to the vacancy rate, that 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 16<sup>th</sup>, 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 has performed surveys of each resident to determine their needs and wants. Actual relocations cannot be started until the Disposition Application is approved by HUD. HUD is currently reviewing the application for possible approval. Bids to move 9 residents that will relocate from Juniper Gardens to other public housing developments was received on March 5, 2021. A contract was awarded to Kansas City Moving & Storage, in the amount of \$8,575.00. 6 of these relocations moves have been completed. The remaining 3 moves will be completed when the dwelling units, currently being turned over, are ready.

### **K1-52 and K1-53 FOUNDATION REPAIR AND STABILIZATION**

A Request for Proposal for foundation repair and stabilization on three public housing buildings was prepared, and proposals were received on March 31<sup>st</sup>, 2021. Staff is reviewing and scoring the proposals. This matter will be on the agenda for Board consideration at the Board's May Meeting.

### **CAPITAL FUND PROGRAM 2021**

The funding amount for this program is \$5,485,060.00. The public hearing and final budget were presented to the residents on December 2<sup>nd</sup>, 2020. The Capital Fund Program 2021 was approved at the December 17<sup>th</sup>, 2020 Board meeting. Staff is working on the necessary paperwork to be submitted to HUD for acceptance of this funding.



## RESIDENT INITIATIVE REPORT

MAY 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. 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 April 1, 2021, the relocation team met with CVR Associates. CVR Associates advised the Kansas City, Kansas Housing Authority staff that the relocation specialist was going from door to door at Juniper Gardens attempting to get the residents to complete the surveys. In addition, we were informed that eight moving companies gave quotes on the amount it would cost to relocate residents. The hours for the relocation specialist are 1:00 p.m.—5:00 p.m. on Tuesdays and 8:00 a.m.—1:00 p.m. on Thursdays.

On April 6, 2021 I met with Liza Abney from the United States Department of Housing and Urban Development. We discussed the Family Self-Sufficiency Program. We have now enrolled 25 participants in the program. In addition, Ms. Abney was informed that we are now in the process of posting the position of Family Self-Sufficiency Specialist.

On April 14, 2021 I attended the Envision Center quarterly summit. The summit included both Envision Centers from Kansas City, Missouri Housing Authority and Kansas City, Kansas Housing Authority. The summit was to inform all community partners that the Envision Center has made progress with working with other partners around the country. In addition, the summit gave an overview of Housing Authorities across the country that are holding vaccination sites. I informed the summit that the Kansas City, Kansas Housing Authority is also holding vaccination sites at several of its high-rises.

On April 27, 2021, The PHRC met via Zoom. Elaine Stroud, Director of Housing Operations, was the guest speaker. She informed the resident leaders that eventually resident will be able to come into the offices for one-on-one recertifications and lease ups. Residents were advised about the onsite COVID-19 vaccination clinics at the high-rises and for the resident leaders to encourage residents to get their shots. Ms. Stroud thanked the resident leaders on behalf of Thomas Scott, KCKHA Executive Director, for their help with ensuring that the residents had masks and gloves. The residents were informed that a survey will be coming to see if residents have received their vaccination.

The resident leaders thank Ms. Stroud and felt she did an outstanding job informing them of what is happening at the Housing Authority.

On April 28, 2021 I met with the Learning Club staff; Brad Grabs, Executive Director and Victoria Barbie, Assistant Director. Plans are underway to start a new Learning Club site at Douglas Heights Family site. The summer program will start June 14, 2021 and will run through July 29, 2021.

Month	Year	Units	HAP
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
April	2021	1243	846,937
May	2021	1235	824,683

**RESOLUTION NO. 2021-07**

**AUTHORITY TO DISPOSE OF SCRAP METAL**

**BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that in accordance with the Housing Authority's procedure on disposal of personal property, approval is hereby given for the disposal of (131) ranges and (157) refrigerators identified on the attached list by Manufacturer Serial Numbers and PHA Decal Numbers. The amount to be received for such disposal will be determined by scrap metal weight.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2021-07 for the disposal of personal property.

KANSAS CITY KANSAS HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
May 20, 2021

New Business Consent Item: Authority to Dispose of Scrap Metal

Resolution No. 2021-07

**Background:**

From time to time the Housing Authority identifies appliances that are inoperative and should be sold for scrap metal in accordance with the agency's procedure for the disposal of personal property. The amount to be received for such disposal will be determined by scrap metal weight.

**Current Issue:**

The Board of Commissioners of the Housing Authority of Kansas City, Kansas in accordance with the Housing Authority's procedure on disposal of personal property, hereby gives approval for the disposal of 157 refrigerators and 131 ranges as listed and identified by Manufacturer Serial Numbers and PHA Decal Numbers. The amount to be received for such disposal will be determined by scrap metal weight.

Refrigerators

PHA#	Serial #
304904	ZD747051
302817	302817
307156	FM751556
303396	DA768261
305387	FH789353
307067	307067
304970	RF74825
307462	AT777620
300309	LA13509055
303437	303437
305357	FH789223
24748	24748
307465	AT747232
307401	LS753262
401398	401398
307469	AT75153
304993	TF781595
307217	SM787399
305454	LH820721
306996	SH792897
304797	SD764459
304975	RF764802
307122	SL732890
305397	GH815968

Ranges

PHA#	Serial #
307354	LR139225R
305252	ZG109993R
307268	GR740153R
303307	FA107153R
307485	HT126378R
25629	25629
302900	GM17108P
303314	GA108632ZR
307241	MT829589
307481	HT126385R
402289	FG264100R
401276	401276
402231	FF253622R
402230	FF253623R
400390	VA240188
401290	401290
307080	HL150296P
400431	DD233204
11072	11072
12421	TD1124421R
307344	RR103577R
400387	VA240190
400493	AF2552664
307300	MR748486









KANSAS CITY KANSAS HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
May 20, 2021

Refrigerators

304954	RF748397
305236	SC802217
303396	DA768261
304904	ZD747051

Board Action:

Approve Resolution No. 2021-07, if Appropriate.

**RESOLUTION NO. 2021-08**

**AUTHORIZING THE FAMILY SELF-SUFFICIENCY SPECIALIST  
JOB DESCRIPTION TO BECOME A FULL-TIME POSITION**

**WHEREAS**, the Board of Commissioners approved the Family Self-Sufficiency (FSS) Specialist job description as a part-time position at its February 18, 2021 meeting; and

**WHEREAS**, increased participants in the FSS program warrants making this job a full-time position; and

**WHEREAS**, this is a grant funded position awarded by HUD to assist families on the Housing Choice Voucher (HCV) Program in becoming self-sufficient; and

**WHEREAS**, the FSS Specialist job position was re-evaluated by senior management and placed on the salary scale at 614 with a salary range of \$17.00—\$24.83 hourly.

**BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the Family Self-Sufficiency Specialist job hours be increased from a part-time position to a full-time position and placed on the salary scale at 614 with a salary range of \$17.00—\$24.83 hourly.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2021-08.

**RESOLUTION 2021-09**

**APPROVE 2021 HUD INCOME GUIDELINES**

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

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

**BE IT RESOLVED** that the Board of Commissioners of the Kansas City, Kansas Housing Authority adopts the 2021 HUD Income Limit Guidelines as presented to the Board of Commissioners.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the Board of Commissioners does hereby approve Resolution No. 2021-09.

Kansas City Kansas Housing Authority  
Board of Commissioner's Meeting  
May 20, 2021

New Business Consent Item: Approve 2021 HUD Income Guidelines

Resolution No. 2021-09

**Background:**

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

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

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

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

**Current Issue:**

The 2021 income guidelines were issued to HUD directors and field offices April 2021 and were effective as released. New guidelines for KCKHA Income Limits for Admissions are attached.

**Board Action:**

Approve Resolution No. 2021-09, if Appropriate.

KANSAS CITY KANSAS HOUSING AUTHORITY  
 BOARD OF COMMISSIONER'S MEETING  
 May 20, 2021

**Kansas City KS Housing Authority Income Limits for Admissions  
 Income Limits effective May 2021**

Number of Family Mem- bers	30% or less than area median ex- tremely low in- come	> 30% but < 50% area median very low income	> 50% but < 80% area median low income
1	\$18,200	\$30,350	\$48,550
2	\$20,800	\$34,650	\$55,450
3	\$23,400	\$39,000	\$62,400
4	\$26,500	\$43,300	\$69,300
5	\$31,040	\$46,800	\$74,850
6	\$35,580	\$50,250	\$80,400
7	\$40,120	\$53,700	\$85,950
8	\$44,660	\$57,200	\$91,500

**RESOLUTION 2021-10**

**APPROVE 2021 ANNUAL UTILITY ALLOWANCE  
SCHEDULE RATE CHANGES EFFECTIVE JUNE 2021**

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

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

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

**BE IT RESOLVED** that the Board of Commissioners of the Kansas City, Kansas Housing Authority (KCKHA) adopts the attached revised utility allowance schedules for the Section 8 Housing Choice Voucher Program to reflect the rate changes as detailed effective June 1, 2021.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the Board of Commissioners does hereby approve Resolution No. 2021-10.

Kansas City, Kansas City Kansas Housing Authority  
Board of Commissioner's Meeting  
May 20, 2021

New Business Consent Item: Approve 2021 Annual Utility Allowance Schedule Rate Changes effective June 2021

Resolution No. 2021-10

**Background:**

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

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

**Current Issue:**

**Section 8 Housing Choice Voucher**

Housing authorities are required to review utility allowances annually and revise their schedules before the end of the year, if there is a change greater than 10% per 24 CFR § 965.507(b). The proposed 2021 rates are applied to the consumption for each utility then added together to determine the cumulative rate change. The consumption and utility rates being proposed for the Section 8 Housing Choice Voucher Program are provided by obtaining new rate schedules from Johnson Controls and Board of Public Utilities.

**Board Action:**

Approve Resolution No. 2021-10, if Appropriate.

**ALLOWANCES FOR  
TENANT- FURNISHED UTILITIES  
AND OTHER SERVICES**

**U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing**

Locality		Unit Type Mobile Home					May '21
Utility or Service		Monthly Dollar Allowances					
		0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5 Bdrm
Heating	a. Natural Gas	27.00	39.00	47.00	59.00	74.00	
	b. Bottle Gas						
	c. Oil/Electric	28.00	37.00	45.00	56.00	73.00	
	d. Coal/Other						
Cooking	a. Natural Gas	5.00	5.00	8.00	9.00	10.00	
	b. Bottle Gas						
	c. Oil/Electric	4.00	5.00	6.00	7.00	8.00	
	d. Coal/Other						
Other Electric		19.00	24.00	30.00	37.00	46.00	
Air Conditioning		10.00	13.00	16.00	19.00	23.00	
Water Heating							
	a. Natural Gas	12.00	17.00	22.00	24.00	31.00	
	b. Bottle Gas						
	c. Oil/Electric	17.00	22.00	26.00	30.00	40.00	
	d. Coal/Other						
Water		15.00	22.00	25.00	32.00	39.00	
Sewer		11.00	11.00	11.00	14.00	14.00	
Trash Collection		15.00	15.00	15.00	15.00	15.00	
Range/Microwave		6.00	6.00	6.00	6.00	6.00	
Refrigerator		8.00	8.00	8.00	8.00	8.00	
Other--specify							
<b>Actual Family Allowance to be used by the family to computer allowance</b>							
Complete below for the actual unit rented.							Utility per mo. cost
							Heating
Name of Family							Cooking
							Other Elec.
Address of Unit							Air Cond.
							Water Htg.
							Water
							Sewer
							Trash
Number of Bedrooms							Range/Micr.
							Refrigerator
							Total



**ALLOWANCES FOR  
TENANT- FURNISHED UTILITIES  
AND OTHER SERVICES**

**U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing**

Locality		Unit Type Duplex/Twin					May '21
Utility or Service		Monthly Dollar Allowances					
		0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5 Bdrm
Heating	a. Natural Gas	27.00	39.00	47.00	59.00	74.00	
	b. Bottle Gas						
	c. Oil/Electric	28.00	35.00	44.00	54.00	69.00	
	d. Coal/Other						
Cooking	a. Natural Gas	5.00	5.00	8.00	9.00	10.00	
	b. Bottle Gas						
	c. Oil/Electric	5.00	6.00	7.00	8.00	9.00	
	d. Coal/Other						
Other Electric		19.00	24.00	30.00	38.00	47.00	
Air Conditioning		10.00	13.00	16.00	20.00	24.00	
Water Heating							
	a. Natural Gas	13.00	16.00	20.00	23.00	29.00	
	b. Bottle Gas						
	c. Oil/Electric	18.00	20.00	24.00	29.00	32.00	
	d. Coal/Other						
Water		17.00	23.00	27.00	33.00	40.00	
Sewer		11.00	11.00	11.00	14.00	14.00	
Trash Collection		15.00	15.00	15.00	15.00	15.00	
Range/Microwave		6.00	6.00	6.00	6.00	6.00	
Refrigerator		8.00	8.00	8.00	8.00	8.00	
Other--specify							
<b>Actual Family Allowance to be used by the family to computer allowance</b>							
Complete below for the actual unit rented.						Utility	per mo. cost
						Heating	
Name of Family						Cooking	
						Other Elec.	
Address of Unit						Air Cond.	
						Water Htg.	
						Water	
						Sewer	
						Trash	
Number of Bedrooms						Range/Micr.	
						Refrigerator	
						Total	

**RESOLUTION NO. 2021-11**

**AUTHORITY TO ACCEPT THE PROPOSAL AND AUTHORIZE A CONTRACT FOR THE FOUNDATION REPAIR ON THREE PUBLIC HOUSING BUILDINGS WITH SPARTAN INSTALLATION AND REPAIR, LLC DBA RAM JACK FOUNDATION REPAIR AND WATERPROOFING**

**WHEREAS**, foundation repair at K1-52, Belrose Manor (4019 and 4021 Lloyd Street); K1-53 Chalet Manor (2410, 2412, 2414, and 2416 Elmwood Street) and K1-54 Scattered Sites 10 (1034 and 1036 Ohio Avenue) located in Kansas City, Kansas is needed; and

**WHEREAS**, proposals for foundation repair at K1-52, Belrose Manor (4019 and 4021 Lloyd Street); K1-53 Chalet Manor (2410, 2412, 2414, and 2416 Elmwood Street) and K1-54 Scattered Sites 10 (1034 and 1036 Ohio Avenue) were solicited and received on March 31, 2021; and

**WHEREAS**, proposals were received from:

Ram Jack Foundation Repair and Waterproofing	Lenexa, Kansas
JLB Foundation Repair	Olathe, Kansas
KC Pier Foundation Experts	Kansas City, Kansas; and

**WHEREAS**, the proposals were opened and evaluated by Kansas City Kansas Housing Authority staff; and

**WHEREAS**, the staff is recommending acceptance of the proposal submitted by Ram Jack Foundation Repair and Waterproofing and authorize a contract in the amount of \$82,936 for foundation repair at K1-52 Belrose Manor (4019 and 4021 Lloyd Street); K1-53, Chalet Manor (2410, 2412, 2414, and 2416 Elmwood Street) and K1-54, Scattered Sites 10 (1034 and 1036 Ohio Avenue) located in Kansas City, Kansas.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the proposal submitted by Ram Jack Foundation Repair and Waterproofing in the amount of \$82,936 for foundation repair at K1-52, Belrose Manor (4019 and 4021 Lloyd Street); K1-53 Chalet Manor (2410, 2412, 2414, and 2416 Elmwood Street) and K1-54 Scattered Sites 10 (1034 and 1036 Ohio Avenue) located in Kansas City, Kansas is hereby accepted.

**BE IT FURTHER RESOLVED**, that the Housing Authority of Kansas City, Kansas is authorized to enter into a contract Ram Jack Foundation Repair and Waterproofing for foundation repair at K1-52, Belrose Manor (4019 and 4021 Lloyd Street); K1-53 ,Chalet Manor (2410, 2412, 2414, and 2416 Elmwood Street) and K1-54, Scattered Sites 10 (1034 and 1036 Ohio Avenue) located in Kansas City, Kansas in the amount of \$82,936..

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Commissioners does hereby approve Resolution No. 2021-11.

Kansas City, Kansas City Kansas Housing Authority  
Board of Commissioner's Meeting  
May 20, 2021

**New Business Consent Item:** Authority accept the proposal and authorize a contract for foundation repair on three public housing buildings with Spartan Installation and Repair, LLC dba Ram Jack Foundation Repair and Waterproofing.

Resolution No. 2021- 11

**Background:**

The three public housing buildings: K1-52, Belrose Manor (4019 and 4021 Lloyd Street); K1-53, Chalet Manor (2410, 2412, 2414 and 2416 Elmwood Street) and K1-54, Scattered Sites 10 (1034 and 1036 Ohio Avenue) located in Kansas City, Kansas are in need of foundation repair. Foundations on these buildings have settled and created a situation making some units in these buildings uninhabitable. Foundation repair in the form of piling, lifting, and mud jacking of foundation walls is required.

**Current Issue:**

Staff prepared a Request for Proposal (RFP) in accordance with our procurement policy for foundation repair of the three public housing buildings identified above.

The RFP as advertised in the Kansas City Star, The Call, and Dos Mundos. The RFP was posted on the Housing Authority's website. Also, the RFP was mailed directly to 21 foundation repair companies. Four foundation repair companies expressed an interest and picked up plans for this project.

A pre-proposal conference was held via an on-line Zoom meeting March 10, 2021 to answer questions. Interested contractors were given an opportunity to visit the three buildings.

Proposals were opened via an on-line Zoom meeting March 31, 2021 at 2:00 p.m. Three foundation repair companies submitted proposals on this project. They are:

Ram Jack Foundation Repair and Waterproofing	Lenexa, Kansas
JLB Foundation Repair	Olathe, Kansas
KC Pier Foundation Experts	Kansas City, Kansas

The RFP for foundation repair was scored on the following criteria: Qualifications of Firm's Principals (30 Points), Key Technical Staff (30 Points), Subcontractors (20 Points), Fixed price per building to implement the project (40 Points), Experience and success with previous projects (30 Points), Ability to provide services in a timely manner (30 Points), Method to accomplish the foundation repair (30 Points), References for similar projects (20 Points) and Warranty on the work performed (20 points).

The RFP was evaluated and scored by a committee made of up staff: Susan Martin, Tony Shomin, and Jim Scott. The committee conducted Zoom interviews with all three companies, scored the proposals, and met to discuss the results. The committee unanimously recommended the proposal submitted by Ram Jack Foundation Repair and Waterproofing. The scoring sheet is attached.

Ram Jack Foundation Repair and Waterproofing has been in business for 40 years. The Housing Authority has no previous experience with this contractor. Staff has checked references and positive comments were received. There is \$130,000 in the 2020 Capital Fund Program budgeted for this project.

Ram Jack Foundation Repair and Waterproofing and its principal do not appear on the List of Parties Excluded from Federal Procurement or Nonprocurement Programs. The principal is:

Andrew Vleisides

Owner and President

The Kansas City Kansas Housing Authority's (KCKHA) procurement policy requires that all contracts more than \$75,000 must be approved by the KCKHA Board of Commissioners.

Therefore, staff is recommending acceptance of the proposal submitted by Ram Jack Foundation Repair and Waterproofing and authorizing a contract in the amount of \$82,936.

Attached is a resolution that will authorize the acceptance of the proposal and authorize a contract with Ram Jack Foundation Repair and Waterproofing for foundation repair at K1-52, Belrose Manor (4019 and 4021 Lloyd Street); K1-53 Chalet Manor (2410, 2412, 2414, and 2416 Elmwood Street) and K1-54, Scattered Sites 10 (1034 and 1036 Ohio Avenue) located in Kansas City, Kansas in the amount of \$82,936.

Staff recommends approval of this resolution.

**Board Action:**

Approve Resolution No. 2021-11, if Appropriate.