



Agenda

Housing Authority of the City of Kansas City, Kansas

Regular Meeting

Thursday, July 15, 2021
12 noon

Administrative Bldg.
1124 N. 9th Street

- I. Roll Call
- II. Approval of the Minutes
Annual/Special Board Meeting June 17, 2021
(Pages 1—7)
- III. Executive Director's Report
(Pages 8—31)
- IV. Committee Reports
- V. New Business Consent Items: None
- VI. New Business Discussion Items:
 - Resolution No. 2021-13 A Resolution authorizing the Kansas City, Kansas Housing Authority to amend the Administrative Plan for the Section 8 Housing Choice Voucher Program
(Pages 32—33)
 - Resolution No. 2021-14 A Resolution authorizing the Kansas City, Kansas Housing Authority to amend the Procurement Policy
(Pages 34—35)
- VII. Executive Session
- VIII. Adjournment

Note: Lunch will be served at noon and business will begin at 12:30 p.m.

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

Thursday, June 17, 2021
12:00 p.m.

Thomas M. Scott Maint. Facility
1300 Meadowlark Lane

On the 17th day of June 2021 at 12:00 p.m. the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in annual/special session. The meeting was called to order by Chairman Watkins, and upon roll call, the following members of the body were present:

Matthew T. Watkins, Chairman
Rev. Jimmie L. Banks, Commissioner
Jacques Barber, Commissioner
Broderick Crawford, Commissioner
Rachel Jefferson, Commissioner
P. Anne McDonald, Commissioner
J.D. Rios, Commissioner
Linda Warner, Commissioner

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

ALSO, PRESENT: Andrea S. Tapia, Executive Director/CEO
Cherrie Escobar, Director of Section 8
Gerald Glavin, Asst. Director (Facilities Management)
Sharron Davis-Mays, Self-Sufficiency Coordinator
Jacqueline D. Randle, Executive Services Manager
Caroline Rogers, Director of Finance
Anthony J. Shomin, Director of Contract Administration
Elaine Stroud, Director of Housing Operations
Nebyu Tilahun, Assistant Director of Finance
Kendra Tyler, Asst. Director (Housing Management)

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

Chairman Watkins called for approval of the minutes. Commissioner Rios made the motion to approve the minutes of May 20, 2021. Commissioner Jefferson seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Rhodes, Tomasic, Walker, Wilson

ABSTAIN: None

Motion carried.

Executive Director's Report

- Ms. Tapia thanked the Board for the opportunity to do what she loves and that is to serve the people.
- Ms. Tapia stated she has been meeting with senior staff to discuss their roles and responsibilities within the organization, and to address any concerns or ideas senior staff may have regarding their programs. Ms. Tapia stated the KCKHA has a great team of individuals that care about what they do and are dedicated to getting the job done. Ms. Tapia stated the staff never stops moving and the Board is lucky to have such a dedicated staff.
- Ms. Tapia believes it is important for senior staff to meet and discuss programs, projects while communicating what is going on within their divisions. Senior staff meetings are scheduled for the first and third Monday of each month. The third Monday will allow staff to address what needs to be brought to the Board. We want to stay up-to-date and have nothing fall through the cracks, this allows staff the opportunity to address any concerns and to help each other problem solve a solution. She noted we are not an island unto ourselves and we should always work together.
- Ms. Tapia has met with community members: Brad Grabs, Founder of The Learning Club; Sabrina Boyd, Parent Educator for The Family Conservancy and Tom Esselman, Executive Director of PC for People. Ms. Sharron Davis-Mays set the meeting up and participated in the meeting. Ms. Tapia noted her goal is to meet additional individuals within the community that can provide a solid partnership that benefits our residents.
- She noted that there are a couple of new reports in the board packet. Our Housing Choice Voucher (HCV) program includes a new chart on page 31 that provides more information on the HCV program. There is another graph

that gives a snapshot of the amount of money spent and the utilization rate of the program. She noted Nebyu (Tilahun) would expound on this further in his finance report.

- There is a new Family Self-Sufficiency (FSS) report. The report provides an up to date count of the number of participants on the FSS program and the total amount of escrow for the month. Ms. Tapia reported that there are 25 individuals on the program with one individual accruing an escrow. Ms. Davis-Mays will be submitting this report each month which will provide a snapshot of how this program is working. Ms. Tapia commented to the Board that this is one of her favorite programs. Vice-Chairman Banks asked why this was Ms. Tapia's favorite program. Ms. Tapia explained that the FSS program allows individuals to create self-established goals and work toward fulfilling those goals. Individuals can choose to return to school, receive help obtaining work in a specific field, help with moving towards homeownership. Ms. Tapia stated FSS participants receive guidance and help from the FSS Coordinator, but the participant does the hard work needed to achieve their goals. When people are successful in this program it can change their lives for the better. The program holds people accountable for getting where they want to be. When people improve their credit and build their escrow account it can create a change within the family. She would love to see the Board meet these graduates and hear their background stories. Commissioner McDonald asked if we had hired someone for this position. Ms. Tapia noted that we had a candidate, but she did not follow-up with us. Ms. Randle noted we are in the process of checking references on the second individual. Ms. Davis-Mays is doing the work for now and there was special reporting due June 11, 2021. Commissioner Jefferson asked Ms. Tapia to expound on the escrow account. Ms. Tapia noted that there is an income baseline for the FSS program and when your income increases, your rent increases. Under the FSS program the difference between what was being paid by the participant and the increase in what they will pay, is what is escrowed. Ms. Tapia stated escrows can be used as a down payment for a home, college tuition, or just placed into a saving account and this money is not considered income. Participants are required to remain in compliance with HCV and FSS program policy. The \$164 listed on the chart is the money in escrow for one of the families. Ideally, the money should be growing from month to month in the program.
- Ms. Tapia asked if there were any further questions and there were none.

Committee Reports

Finance

Commissioner McDonald noted that Ms. Randle provided the Board with a written report from the Finance Committee. The finance slideshow is included in the handouts and will be presented by the finance staff later in the meeting. The bottom line is that our finances are in good shape. Commissioner Rios asked what the action plan was. Commissioner McDonald explained that having an action plan was important and they would be addressing areas where we lost points. The Finance Committee is aware of the areas that need to be worked on. She noted that occupancy is at 92 percent and we would prefer that it be at 98 percent. This had been an ongoing issue. Commissioner Rios acknowledged that the unfunded pension is part of our debt, so the portion is not as bad as it indicates. He suggested we be realistic about what needs to be addressed and why. Chairman Watkins noted it might be good for Commissioner Rios to sit down with Mr. Tilahun and that he was welcome to come to a Finance Committee meeting. Commissioner McDonald cautioned that they know who would be coming so there would not be a quorum. Other than that, any Commissioner would be welcome to attend. Commissioner McDonald advised that our debt ratio is good, but it does not include CHIG or the Bonner Springs Housing Authority. Commissioner Jefferson questioned how COVID-19 has impacted the agency. Ms. Andrea noted that COVID-19 had a big impact on the agency, and we will be able to look at this further once the moratorium is over. There was some discussion on increased fuel costs due to the pandemic and people working from or staying home.

Chairman Watkins paused and gave the floor back to Ms. Tapia who noted that a financial audit will take place on site July 26, 2021. This is a single audit of the Housing Choice Voucher program. Staff has submitted the requested documents in advance of the site visit.

Ms. Tapia noted that she found out about 20 minutes prior to the board meeting that two employees have tested positive for COVID-19. These employees have not been in contact with other employees here at the Kansas City, Kansas Housing Authority. Commissioner Crawford asked if those employees were vaccinated. Ms. Stroud offered that one was vaccinated, but she did not know if the other one had been vaccinated. Both employees did not require hospitalization and are at home. One employee had a false negative because of the symptoms. Both were then asked to test again, and both were positive for COVID-19. Vice-Chairman Banks asked what was the agency's position on vaccinations? Ms. Tapia referred back to previous board minutes where vaccinations had been discussed. What she had read in the Board minutes was that there was a Board member that did not agree with our agency mandating a vaccination for all employees. Chairman Watkins noted that he did not believe the Board has a position. He further indicated that we are a policy board and not operations, and that he would not dictate to Ms. Tapia as to what she should do. Commissioner Barber expressed his support of

Vice-Chairman Banks wanting the Board to have a position. Ms. Stroud offered that about 80 out of 106 staff members are vaccinated. Chairman Watkins suggested that four or five Board members get together the first of July and come up with a plan to present to the Board. The Board agreed that they should formulate a policy sooner rather than later, and Vice-Chairman Banks and Commissioner Crawford agreed to serve on the committee. Commissioner McDonald asked to clarify that she is not against the vaccination as she received her shot and is ready for a booster. She is not sure of how she would vote if mandating the shot came to a vote. She just does not want a mandate without this discussion. The Chairman noted that everyone would agree that we need a discussion.

Committee Reports (continued)

Personnel

Vice-Chairman Banks indicated the Personnel Committee has done its due diligence as evidenced by the new Executive Director being present. He stated there are more challenges and opportunities ahead, one of which is the appraisal process which they need to review.

Commissioner Crawford asked if there was a timetable to reactive the committees. Chairman Watkins noted it would fall on him to get this done. He owes this to Commissioner Rios and the rest of the Board members. He will plan to get this done the first of July.

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

New Business Consent Items:

Chairman Watkins advised there were no items on the Consent Agenda.

New Business Discussion Item:

Resolution No. 2021-12, authorizing the adoption of the Annual Report, was introduced.

Mr. Tilahun provided the Board with a PowerPoint presentation of the unaudited Annual Report for fiscal year ended March 31, 2021 and spreadsheets. He explained that the PowerPoint is a visual display of the information contained in the spreadsheets. The information was provided in four sections: 1) FDS Submission, 2) Annual Report containing the balance sheet and income statement, 3) Scoring and 4) Next Steps. Mr. Tilahun advised that one of the major tasks is to close out the books as of March 31, 2021 and prepare the Financial Data Schedule (FDS) for HUD. This information is used to determine the financial health of our organization. This information is used to calculate FASS and MASS scores. We are given 60 days after year end or until May 31, 2021 to submit this information to HUD. The FDS was submitted May 26, 2021 and is currently under HUD's review. Mr. Tilahun gave a comprehensive review of the Annual Report and then answered questions. He concluded with letting the Board know that HUD would not do any scoring this year due to COVID-19.

Vice-Chairman Banks made the motion to approve Resolution No. 2021-12. Commissioner Rios seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Rhodes, Tomasic, Walker, Wilson

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2021-12—ADOPTING THE 63RD ANNUAL REPORT

Chairman Watkins thanked Jerry Glavin and his staff for setting up the board meeting in the maintenance facility. The Board was encouraged to tour the new facility after meeting. The Chair recognized that this was the first time the Board had met Nebyu Tilahun in person due to COVID-19.

Chairman Watkins asked to go into Executive Session for 15 minutes to discuss a real estate matter. Commissioner Barber made the motion to go into Executive Session. Commissioner Rios seconded the motion and the following vote was recorded:

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

NAYS: None

ABSENT: Rhodes, Tomasic, Walker, Wilson

ABSTAIN: None

Motion carried.

Executive Session began at 1:46 p.m. Ms. Tapia was present.

Executive Session ended at 2:01 p.m. and Chairman Watkins called for the meeting to adjourn.

Matthew T. Watkins, Chairman

Andrea Tapia, Executive Director/CEO



Kansas City, Kansas Housing Authority

1124 North Ninth Street
Kansas City, Kansas 66101-2197
(913) 281-3300 FAX (913) 279-3428
www.kckha.org

To: Board of Commissioners
From: Andrea Tapia, Executive Director/CEO
Date: July 15, 2021
Re: Executive Director's Report

Administration

I have participated in several Zoom calls and meetings for program operations and agency partnerships.

- On June 24, 2021, Ms. Escobar, Mr. Tilahun, and myself attended a Zoom call with the staff from the Johnson County Housing Authority to discuss ways to increase voucher lease-ups while reducing the administrative burden of the portability process. It was suggested that a Cooperative Agreement be created to allow KCKHA voucher holders the opportunity to rent units in Johnson County without the voucher being absorbed by Johnson County. This process would eliminate the administrative fees that are normally associated with portability. Ms. Escobar will continue to meet with staff from Johnson County to discuss the Cooperative Agreement and the steps needed to ensure the process runs smoothly.
- On June 21, 2021, KCKHA personnel met with staff from Vets Securing America to discuss their increased staff turnover and increased incidents of staff not reporting to work, and KCKHA staff having to cover the vacant shifts. Aaron Penn, Vice President for Vets Securing America stated that the turnover is due to low wages. He stated they are working on filling the positions and training their Senior staff to step in when there is a vacant position to fill. We went over the contract and reminded Mr. Penn of the \$1,000 fine and the billing of staff's hourly wages, whenever our staff are needed to fill the vacant slots.
- On June 22nd and 23rd, the KCKHA staff met with Bonner Springs residents to introduce themselves and to discuss the transfer process. Residents were given an opportunity to ask questions and voice their concerns. The residents were open to the transfer and change in management and were impressed with the

number of KCKHA staff that were in attendance. Maintenance staff conducted inspections on all units to identify any deficiencies that would need future corrections.

- On June 24, 2021, Ms. Escobar, Mr. Tilahun and myself met with Ms. Lizamonet Abney, Portfolio Management Specialist for HUD to discuss the HCV Two -Year Tool. The two-year tool is used to analyze the KCKHA's utilization status while creating a plan of action for policies, and program operation during a two-year period. Ms. Abney provided a plan that encouraged a monthly voucher issuance goal that would ensure a higher and timely lease up rate. Ms. Escobar will continue to meet with Ms. Abney to ensure the goal is being met and to address any concerns or issues Ms. Escobar may have while administering the HCV program.
- On June 28, 2021, the Kansas City HUD Office of Public and Indian Housing (PIH) reviewed and approved the Public Housing transfer request for the City of Bonner Springs Housing Authority to the Kansas City, Kansas Housing Authority, effective July 1, 2021. KCKHA staff continued review of administrative tasks and Bonner Springs Housing Authority financials. We continued contact with the Carrie Fredericksen, Executive Director of Bonner Springs Housing Authority; Tillie LaPlante, Finance Director for Bonner Springs and Christina Brake, City Clerk for Bonner Springs, to ensure the transfer of funds, software, keys, property and files were accessible to our agency. Bonner Springs has been asked by HUD to provide an updated Financial Data Schedule for Fiscal Year 2021, January 1 through June 30, 2021.
- On July 1, 2021, we met with Ms. Heather Bradley Geary, Director of Supportive Housing with Eileen's Place and its personnel and consultants, to discuss the status of Project-Based Vouchers for Eileen's Place and HUD's policy directives. We assured everyone that we understood their urgency to fill units; however, we are mandated to follow the Public and Indian Housing (PIH) Notice 2017-21 Housing Opportunity Through Modernization Act (HOTMA) policy.
- On July 7, 2021, I notified HUD of our interest in accepting approximately 87 Project-Based Vouchers for possible use at Crosslines. The HUD Office of Recapitalization in Washington, D.C. works closely on pre-1974 Section 202 preservation transactions that trigger Tenant Project- Based Voucher (TPV) to Project-Based Voucher (PBV) assistance based on the authority referenced in PIH Notice 2018-02. In March 2021, Lizamonet Abney, Portfolio Management Specialist for HUD, participated in a call about concerning the use of Project-Based Vouchers for Crosslines, for as a possible method for prepayment of the Section 202 Mortgage, which could then trigger TPV assistance that can be placed on a PBV Contract. Ms. Abney stated the PBV must be administered by a local PHA that has the local jurisdiction to administer the PBV Housing Assistance

Payment Contract and agrees to do so. The acceptance of the additional 87 PBVs would allow the KCKHA to reach additional individuals in need of affordable housing subsidy.

- On July 6, 2021, Senior staff met to discuss divisional and program tasks, reporting deadlines and concerns (see attached agenda).

Networking and Orientation

- On June 30, 2021 I attended the Public Housing Resident Council meeting. This allowed me the opportunity to meet several of the members and introduce myself to them. We had a great time discussing PHA program policies and procedures. Members also discussed their concerns, and some offered suggestions for policy changes.

The following monthly reports are attached:

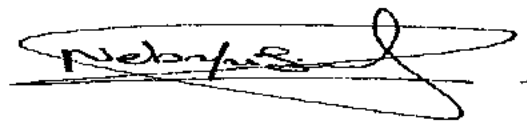
- A. Statement of Funds
- B. Delinquency Report
- C. Disbursements of \$1,000
- D. Operating Receipt and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Monthly Move-outs and Move-ins
- H. Modernization Report
- I. Resident Initiative Report
- J. Section 8 Utilization Report

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

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$65,200.14	Liberty
Payroll Account	0.00%		\$384.21	Liberty
ACH Pymt Account	0.15%		\$848.03	Liberty
Rent Depository Account	0.00%		3,876,485.99	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$210,105.85	Various
Homeless Prevention Program	0.90%		5,556.19	Bank of Labor
Sponsorship Program	0.50%		19,746.20	Bank of Labor
Section 8 Checking	0.00%		353,050.91	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,823.44	Liberty
Family Self Sufficiency	0.00%		\$164.00	Bank of Labor
KCKHA Debt Service Account			\$1,181,214.08	Deutsche Bank
CD#120245349	0.15%	09/01/21	\$500,000.00	Bank of Labor

(a) Represents Rates as of July 9, 2021 provided by Banks.

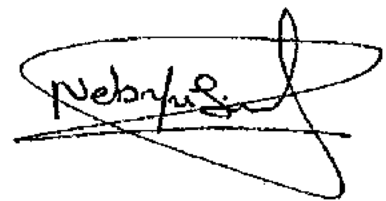
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Nebyu Tilahun
Director of Finance

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

	<u>Rent & Other Charges</u>	<u>Repayment Agreements</u>	<u>Net Total</u>
Accounts Receivable (Amounts Delinquent)	\$269,173.69	(\$123,946.72)	\$145,226.97
Total Charges to Tenants for Month *			\$436,245.35
Delinquency Ratio			33.29%
Petitioned to Court			<u>2</u>
Praecipes Issued			<u>2</u>
Evictions			<u>1</u>
Pending Evictions			<u>1</u>



Nebyu Tilahun
Director of Finance

Kansas City, Kansas Housing Authority
Payments Over \$1,000.00
For The Month of JUNE '21

CONTRACTS

VETS Securing America \$6,369.32

MAINTENANCE COSTS

ALPHA LAWN & LANDSCAPE LLC	\$1,245.00
American Water Treatment, Inc	\$1,071.00
BAILEY INDUSTRIAL CLEANING	\$6,260.00
Booney's Lawn Service	\$3,075.00
Booney's Lawn Service	\$4,100.00
C & C Group	\$1,877.00
CALHOUN LAWN CARE, LLC	\$3,070.00
CALHOUN LAWN CARE, LLC	\$3,220.00
Carpet Corner Inc.	\$1,830.54
Carpet Corner Inc.	\$5,110.91
CINTAS CORPORATION No. 2	\$1,035.67
Commercial Concepts Furnishings	\$1,627.74
DAVID ALLEN HENDERSON DBA	\$3,055.00
Design Mechanical, Inc.	\$3,153.75
DORMAKABA USA INC	\$1,718.13
Fire & Security Solutions	\$1,154.95
H.D. Supply	\$3,791.44
Home Depot Pro-SupplyWorks	\$1,437.22
Home Depot Pro-SupplyWorks	\$2,897.41
Lowe's	\$1,378.33
Martin Mechanical Corporation	\$2,559.98
MEI TOTAL ELEVATOR SOLUTIONS	\$3,916.21
MEI TOTAL ELEVATOR SOLUTIONS	\$4,731.51
MEI TOTAL ELEVATOR SOLUTIONS	\$7,386.25
MIDWEST BED BUG SERVICES	\$3,000.00
National Fire Suppression	\$16,472.68
OSCAR'S MAINTENANCE SERVICE CORP, LLC	\$2,340.00
OSCAR'S MAINTENANCE SERVICE CORP, LLC	\$4,710.00
PDQ Supply Inc.	\$1,105.58
PDQ Supply Inc.	\$1,478.65
Plumb Supply Company, LNX	\$2,751.68
Plumb Supply Company, LNX	\$4,229.10
Sherwin-Williams Co	\$5,951.74
SMITH SERVICE, LLC	\$6,625.00
Stanion Wholesale Elec. Co.	\$3,467.82

Strasser Hardware	\$1,479.22
Strasser Hardware	\$3,028.36
SUTTON REMODELING, LLC	\$2,200.00
SUTTON REMODELING, LLC	\$2,540.00
SUTTON REMODELING, LLC	\$3,360.00
Waste Management	\$8,931.07
Williams Insulation Of Kc	\$1,220.00
MISCELLANEOUS	
Alexandra Campos	\$3,400.85
American Express	\$4,807.48
AT&T	\$1,521.99
AT&T	\$4,058.64
AT&T	\$8,062.67
ConvergeOne, Inc	\$1,600.00
ConvergeOne, Inc	\$17,173.60
ENTERPRISE FM TRUST	\$5,261.77
ENTERPRISE FM TRUST	\$6,045.45
Ferguson Enterprises Inc.	\$4,912.17
Kansas Public Employ Ret Syst	\$1,035.00
Kansas Public Employ Ret Syst	\$1,200.00
Kansas Public Employ Ret Syst	\$1,515.00
Kansas Public Employ Ret Syst	\$1,575.00
Kansas Public Employ Ret Syst	\$1,785.00
MASTERCARD	\$4,625.07
Nan Mckay & Associates Inc.	\$3,055.00
OFFICE ESSENTIALS, INC	\$1,900.66
ONLINE INFORMATION SERVICES, INC	\$2,310.00
PayLease, LLC	\$3,055.73
SCOTT & ASSOCIATES, LLC	\$2,500.00
SCOTT & ASSOCIATES, LLC	\$10,100.00
U.S BANK EQUIPMENT FINANCE	\$3,355.24
Verizon Wireless	\$2,170.57
WEX BANK DBA WRIGHT EXPRESS FSC	\$5,013.78
MODERNIZATION	
CVR Associates, Inc	\$8,356.25
Ferguson Enterprises Inc.	\$5,344.80
GE APPLIANCES	\$15,028.00
Infinity Group LLC	\$252,594.00
Sherwin-Williams Co	\$3,341.55

PAYROLL COSTS

AFLAC PREMIUM HOLDING	\$3,561.62
Blue Cross Blue Shield Of KC	\$91,529.80
Colonial Life & Accident Ins	\$4,105.34
Delta Dental	\$4,667.28
Kansas Payment Center	\$1,109.57
Kansas Public Employ Ret Syst	\$32,066.47
Nationwide Retirement Solution	\$2,680.00
UMB HEALTH SAVINGS ACCT	\$1,230.00
WILLIAM W. HUTTON ATTORNEY AT LAW	\$1,050.00
WILLIAM W. HUTTON ATTORNEY AT LAW	\$1,575.00

***UTILITIES**

Board Of Public Utilities	\$48,443.81
Board Of Public Utilities	\$61,886.78
Board Of Public Utilities	\$88,821.52
Constellation New Energy-Gas	\$3,013.34
Kansas Gas Service	\$1,846.91
Kansas Gas Service	\$18,977.26



Nebyu Tilahun
Director of Finance

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

	<u>CEN OFFICE</u>	<u>%</u>	<u>CEN OFFICE</u>	<u>PUBLIC HSG</u>	<u>%</u>	<u>PUBLIC HSG</u>	<u>SECTION 8</u>	<u>%</u>	<u>SECTION 8</u>
	<u>YR TO DATE</u>		<u>BUDGET</u>	<u>YR TO DATE</u>		<u>BUDGET</u>	<u>YR TO DATE</u>		<u>BUDGET</u>
OPERATING INCOME:									
Dwelling Rent				\$810,480.00	17%	\$4,831,188.00			
Fraud Recovery Income							\$26,781.00		
Interest Income	\$267.54	122%	\$220.00			\$1,540.00			
Tenant Income				\$41,252.01	16%	\$261,363.00			
Transfer from CFP				\$8,676.03	1%	\$1,097,012.00			
Other Income	\$92,344.27	17%	\$549,425.00	\$6,147.36	10%	\$58,630.00			
Fee for Services - COCC	\$242,986.85	17%	\$1,402,710.00						
Management Fees	\$318,334.87	17%	\$1,870,490.00						
Total Operating Income	\$653,933.53	17%	\$3,822,845.00	\$866,555.40	14%	\$6,249,733.00	\$26,781.00		
Operating Subsidy				\$1,573,109.00	18%	\$8,716,623.00			
Section 8 Admin Fees							\$150,260.00	18%	\$819,070.00
Total Operating Receipts	\$653,933.53	17%	\$3,822,845.00	\$2,439,664.40	16%	\$14,966,356.00	\$177,041.00	22%	\$819,070.00
OPERATING EXPENSES:									
Administrative Salaries	\$149,386.12	13%	\$1,126,387.00	\$153,111.89	15%	\$1,045,950.00	\$53,868.68	15%	\$356,623.00
Management Fees				\$270,013.87	17%	\$1,573,740.00	\$48,321.00	16%	\$296,751.00
Other Admin Expenses	\$28,369.28	16%	\$175,312.00	\$35,903.69	9%	\$392,262.00	\$6,382.52	10%	\$63,855.00
Tenant Services									
Tenant Services Salaries				\$5,200.40					
Resident Assoc Expenses				\$130.00	1%	\$25,350.00			
Other Expenses				\$229.27	1%	\$16,924.00			
Total Utilities	\$5,848.46	12%	\$48,630.00	\$239,134.50	8%	\$2,864,776.00			
Maintenance Salaries	\$150,662.45	12%	\$1,216,464.00	\$271,050.68	16%	\$1,691,218.00			
Maint Materials	\$25,651.55	22%	\$114,318.00	\$23,269.35	4%	\$653,582.00	\$89.37	8%	\$1,110.00
Fee for Services - COCC				\$242,986.85	17%	\$1,402,710.00			
Other Maint Contracts	\$49,564.76	39%	\$128,134.00	\$77,400.22	6%	\$1,319,804.00	\$936.29	3%	\$29,493.00
Security Salaries									
Other Security Expense			\$2,500.00	\$8,075.56	5%	\$166,533.00			
Insurance	\$15,271.86	13%	\$115,091.00	\$92,690.98	16%	\$568,021.00	\$4,140.36	16%	\$26,652.00
Terminal Leave Payments									
Employee Benefit Contributions	\$111,193.44	14%	\$795,119.00	\$157,408.71	17%	\$928,944.00	\$17,100.82	14%	\$121,031.00
Collection Losses				(\$6,121.53)	-1%	\$549,310.00			
Interest Expense				\$94,410.80	16%	\$596,652.00			
Other General Expense	\$295.14			\$513.68	128%	\$400.00	\$1,991.52	18%	\$11,000.00
Total Routine Expenses	\$536,243.06	14%	\$3,721,955.00	\$1,665,408.92	12%	\$13,796,176.00	\$132,830.56	15%	\$906,515.00
Total Operating Expenses	\$537,081.93	14%	\$3,721,955.00	\$1,665,408.92	12%	\$13,796,176.00	\$132,830.56	15%	\$906,515.00
Prior Year Adjustments									
Total Operating Expenditures	\$537,081.93	14%	\$3,721,955.00	\$1,665,408.92	12%	\$13,796,176.00	\$132,830.56	15%	\$906,515.00
Gain/(Loss) from Operations	\$116,851.60		\$100,890.00	\$774,255.48		\$1,170,180.00	\$44,210.44		(\$87,445.00)

*** May is the 2nd month of the Fiscal Year Ending March 31st

*** Percentage 16.67% or 2/12th of the year


 Nebyu Tilahun
 Director of Finance

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

CUSTOMER SERVICE & SATISFACTION SURVEY - JUNE 2021

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
06/01/21	119	13	132	3	3	0	10
06/02/21	79	11	90	4	4	0	7
06/03/21	40	12	52	4	4	0	8
06/07/21	151	21	172	6	6	0	15
06/08/21	66	15	81	4	4	0	11
06/09/21	76	13	89	4	4	0	9
06/10/21	84	12	96	3	3	0	9
06/11/21	133	19	152	6	6	0	13
06/14/21	133	24	157	7	7	0	17
06/15/21	108	16	124	5	5	0	11
06/17/21	120	19	139	6	6	0	13
06/21/21	109	20	129	6	6	0	14
06/22/21	69	13	82	4	4	0	9
06/23/21	61	18	79	5	5	0	13
06/25/21	136	16	152	6	6	0	10
06/28/21	165	23	188	8	8	0	15
06/29/21	77	22	99	5	5	0	17
TOTAL	1,508	287	2,013	86	86	0	201

(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.

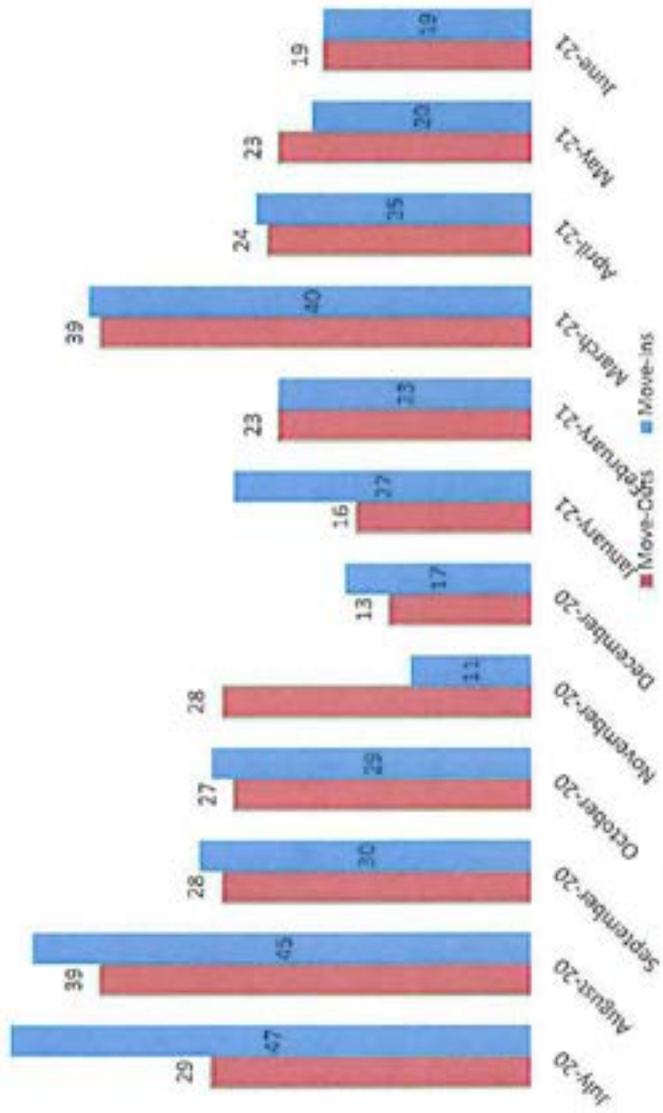
	Family	Elderly	Total
Total Vacancy	30	40	70
Units in Mod	10	25	35
Juniper in Mod	142	0	142
Fire Units	0	0	0
Defer Maint	4	1	5
Rentable Units	26	39	65
Move-Ins	10	9	19
Move-Outs	7	12	19
Units Available	1	12	13

REPORT F

Kansas City, Kansas Housing Authority
June 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	106	23	12	124	91%	100%
K1-2 D(1) ST. MARGARETS PARK	100	97	2	1		98%	99%
K1-3 D(1) CYRUS K. HOLIDAY	60	54	5	1		92%	97%
K1-4 *M(1) D(8) WYANDOTTE TOWERS	302	280	16	6		95%	94%
K1-5 *M(2) D(1) BELROSE MANOR	90	83	6	1		93%	93%
K1-6 Elderly DOUGLAS HEIGHTS	101	98	3	-		97%	91%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	93	3	3		97%	95%
K1-7 D(1) SCATTERED SITES	24	20	2	2		92%	96%
K1-9 D(1) SCATTERED SITES	30	29	1			97%	93%
K1-10 *M(2) SCATTERED SITES	42	39	3			93%	93%
K1-11 M(1) D(1) GRANDVIEW PARK	40	35	3	1	1	93%	95%
K1-12 D(2) CHALET MANOR	66	59	6	2		92%	94%
K1-13 WELBORN VILLA	80	80	-	-		100%	96%
K1-14 BETHANY PARK TOWERS	153	146	7	-		95%	94%
K1-15 *M(8) SCATTERED SITES	20	11	-	-	9	100%	100%
K1-17 *M(1) GLANVILLE TOWERS	108	106	2			98%	97%
K1-18 ROSEDALE TOWERS	122	122	-	-		100%	99%
K1-20 D(1) WESTGATE TOWERS	183	154	8	1		95%	94%
K1-21 D(1) SCATTERED SITES	8	8	-			100%	100%
K1-22 WESTGATE VILLA	20	19	1			95%	100%
K1-23 D(1) SCATTERED SITES	38	37	1			97%	97%
K1-24 M(18) PLAZA TOWERS	116	87	3		25	97%	97%
K1-25 D(1) SCATTERED SITES	12	11	-	1		100%	92%

(* Modernization units



MODERNIZATION AND DEVELOPMENT REPORT **June 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 2nd, 2015. The Capital Fund Program 2016 was approved at the December 17th, 2015 Board meeting. Approval of the 2016 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. Architect and engineering firms have been selected to complete work under this program.

The following project are complete: K1-56 Rosedale Tower Fire Sprinkler Improvement, K1-57 Westgate Tower Parking Lot Improvement, 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 7th, 2016. The Capital Fund Program 2017 was approved at the December 15th, 2016 Board meeting. Approval of the 2017 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. Architect and engineering firms have been selected to complete work under this program.

The following projects are complete: K1-54 Scattered Sites (15) Interior Modernization Phase 1; K1-56 Rosedale Tower Air Handler Replacement; K1-55 Wyandotte Tower Elevator Modernization; K1-53 Chalet Manor Slope Stabilization; K1-53 Douglas Heights HVAC Replacement; K1-57 Plaza Tower Relocation-Floors 6, 7, and 8.

K1-54 SCATTERED SITES (15) RELOCATION

Bids have been received for the relocation of the residents of 6 houses in preparation for Phase 2, of Interior Modernization. The low bidder, a Friend with a Truck, has entered into a contract in the amount of \$5,700.00 to move these 6 residents. Relocation of these 6 residents occurred March 9th & 10th and is now complete.

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

Bids were received on July 15th, 2019 and revised bids were received on August 2nd, 2019 for this project. The Board authorized the award of a contract, at the August 2019 meeting, to Construction Management Service, Inc., in the amount of \$1,807,376.30. Pre-construction meeting was held on August 23rd, 2019. Notice to proceed was issued on September 11th, 2019. All work is completed and accepted. Awaiting the submission of final paperwork to close out this project.

CAPITAL FUND PROGRAM 2018

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

The following projects are complete: K1-55 Wyandotte Tower Underground Storage Tank Removal; K1-56 and K1-57 Glanville, Rosedale, and Plaza Towers Security Camera Improvements; K1-54 Scattered Site 7 HVAC Improvement; K1-53 Chalet Manor HVAC Improvement; and K1-56 Douglas Heights High Ride, Bethany and Glanville Towers, and K1-57 Westgate Tower Fire Alarm Panel Replacement.

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

Bids were received on September 16, 2020 for this project. Three bids were received. The apparent low bidder is Kenton Brothers, Inc. with a bid of \$43,834.33. The architect and the consultant have reviewed the bids and are recommending acceptance of the Kenton Brothers, Inc. bid. Since the low bid amount is below the threshold of \$75,000, Board of Commissioners approval is not required. A contract was awarded to Kenton Brothers Inc. in the amount of \$43,834.33. A Notice to Proceed was issued on January 25, 2021. Work is 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 5th, 2018. The Capital Fund Program 2019 was approved at the December 20st, 2018 Board meeting. Staff has submitted all required documents to HUD for acceptance of this funding. Architectural and Engineering Services, for the preparation of building plans and specifications, for the 2019 improvement projects, have been awarded.

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. All elevator modernization work will be substantially complete the week of June 7 to 11, 2021.

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

Bids were received on November 10th, 2020 for this project. The Board authorized the award of a contract at the November 2020 meeting, to Infinity Group LLC, in the amount of \$2,238,310.00. Pre-construction meeting was held on December 8th, 2020. A Notice to Proceed was issued on Feb 3rd, 2021. Work has begun on the 6th Floor. All work on the 6th floor is nearing completion, shower stall installation is underway. The estimated date of substantial completion for the 6th floor is June 30, 2021.

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

Bids were received on April 7th, 2021 for this project. The Board authorized the award of a contract at the April 15th, 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 28th,

2021. Contractor has submitted all required documents to receive Notice to Proceed, except all building permits. Contractor anticipates starting the project in June 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 4th, 2019. The Capital Fund Program 2020 was approved at the December 19th, 2019 Board meeting. Staff has submitted all required documents to HUD for acceptance of this funding. The Capital Fund Program 2020 projects has been submitted to the Unified Government, for the environmental review of the projects in this program. Environmental review is complete, and the Request for Release of Funds has been requested and received.

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 16th, 2020, to CVR Associates, in the amount of \$230,000.00. Resident meetings have been held with the residents, to explain the relocation process and to answer questions. CVR 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 31st, 2021. The Board

authorized the award of a contract at the May 2021 meeting, to Spartan Installation and Repair, LLC, dba Ram Jack Foundation Repair and Waterproofing, in the amount of \$82,936.00. Pre-construction meeting was held on June 2nd, 2021. Contractor has ordered and is awaiting delivery of supplies. Awaiting submission of required documents prior to the issuance of the Notice to Proceed. Contractor estimates work will start in 4 to 6 weeks.

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 2nd, 2020. The Capital Fund Program 2021 was approved at the December 17th, 2020 Board meeting. Staff is working on the necessary paperwork to be submitted to HUD for acceptance of this funding.

RESIDENT INITIATIVE REPORT

JULY 2021

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Councils began holding individual resident council meetings starting this month.

On June 3, 2021 I participated in the Juniper Gardens Relocation meeting. There is not much to report since the relocation application has not been approved by the United States Department of Housing and Urban Development (HUD).

On June 4, 2021 The Learning Club held its outreach event. The event was held from 4 p.m.—6 p.m. There were twenty youth that signed up for the summer camp program.

On June 7, 2021 Catholic Charities began hosting the Summer Food Program. The Summer Food Program runs through August 6, 2021. The following sites are served meals each Monday. Meals were free for children aged 18 and under. Parents and caregivers accompanying their children were also served. Belrose Manor, Chalet Manor, Cyrus K. Holiday, Douglas Heights, Juniper Gardens, and St. Margaret's Park are the locates sites. There was a total of 5,300 meals served for the month of June.

On June 11, 2021 I had a phone conference with Mr. Spark Bookhart, Executive Director of Youth Build. Mr. Bookhart shared there were a total of 17 graduates from the Youth Build Program this year. Youth Build is still housed at Juniper Gardens at this time. Mr. Bookhart requested that I attend the quarterly meetings to represent the Kansas City, Kansas Housing Authority.

On June 14, 2021 The Learning Club started its Summer Program. The program runs from June 14—30, 2021. There are a total of 70 youth participating in the program. The Learning Club is in collaboration with the Kansas City, Kansas Community College administering the summer youth camps. Here are the numbers for each site: Chalet Manor, 14 youth; Juniper Gardens, 20 youth; St. Margaret's Park, 13 youth; Douglas Heights, 12 youth and Cyrus K. Holiday, 11 youth.

On June 20, 2021 New Change for Youth a program sponsored by Advent Health held its week-long health camp for youth at St. Margaret's Park. The camp taught power of choice, rest and environment, interpersonal relationships, and nutrition. There was a total of 89 youth that attended the camp.

On June 23, 2021 I attend a Zoom meeting for bi-state Family Self-Sufficiency (FSS) Coordinators. This meeting allowed those who work as FSS Coordinators to share information about how each program is managed. There was a total of 28 in attendance.

On June 30, 2021 The Public Housing Resident Council leaders met Ms. Andrea Tapia, our new Executive Director. There was a total of 14 residents in attendance. The residents were excited to meet Ms. Tapia and to share their experiences with her. This was the first in person meeting since COVID-19.

The Family Self-Sufficiency Specialist position was reposted. We hope to have someone hired in this position soon.

Family Self-Sufficiency statistics are attached.

Family Self-Sufficiency Monthly Report
July 2021

Month	June	July	August	September	October	November	December
Currently Enrolled	24	25					
Exited	0	1					
Port	0	0					
Graduated	0	0					
Money dispersed	0	0					
Newly Enrolled this month	0	1					
Interim withdrawals	0	0					
Appts with participants	0	0					
Credit Pull/review	0	0					
Initial appts	0	0					
Escrow Balance total	164	1,051					
Participants with escrow	1	4					
Currently contributing to escrow	1	4					
SSI only	3	3					
TANF	1	1					
Employed	11	11					

Section 8 Housing Choice Voucher Program Monthly Management Report

July 2021

Section 8	HOUSING CHOICE VOUCHER (HCV)														ATTRITION RATE												
	Funds Available Through the End of the Calendar Year	Projected Monthly Funds Available	Average Tenant Payment	Average HAP Payment Per Voucher	Total HAP Payment (includes Actuals & Indisbursed)	HAP Over/Under Authorized	Current Vouchers in Lease	Total Vouchers available/month	YTD vouchers leased	Target Number Of Vouchers	Number Vouchers Over/Under Authorized	YTD Number Vouchers Over/Under Authorized	Newly Leased This Month	Unit to Unit Moves or Owner Changes	Current Vouchers Looking	Vouchers Utilization	Funding	Vouchers	YTD Utilization	Funding	Vouchers	YTD Utilization	Monthly Attrition	Percent of Total Vouchers Leased	Average YTD Attrition	Average YTD Attrition	
June	\$5,716,487	\$845,732	\$ 233	\$ 685	\$ 865,868	\$ 20,136	1,238	1,642	1,238	1,642	(404)	(404)	17	10	72	75.4%	103.2%	75.4%	103.2%	103.2%	75.4%	103.2%	14	1.1%	16	1.3%	
July	\$4,870,755	\$857,603	\$ 232	\$ 690	\$ 842,563	\$ 4,960	1,233	1,642	1,233	1,642	(409)	(409)	13	21	98	75.1%	100.4%	75.1%	100.4%	100.4%	75.1%	100.4%	18	1.5%	17	1.4%	

The purpose of this Management Report is to provide an overview of the Section 8 Housing Choice Voucher program. The report provides information on budget and voucher utilization as well as program trends and statistics.

Funds Available Through The End of the Year: The funds available through the end of the year is the projected amount of funding remaining for the Section 8 program. This is a projected number because the actual number is subject to change depending upon what HUD actually authorizes on a monthly basis.

Projected monthly funds available: This is the projected amount of funding the program will have available for that month.

Average Tenant Payment: Based upon our total tenant payments and our total number of vouchers, this is the average amount each tenant will pay out of pocket for rent.

Average Housing Assistance Payment (HAP) Per Voucher: This is the average HAP per voucher under lease for the current month based upon the total total HAP for the current month divided by the number of vouchers under lease.

Total Housing Assistance Payment (HAP): This is the actual and anticipated amount of HAP paid out for that month.

Housing Assistance Payment (HAP) Over/Under Authorized: This amount HAP that is over or under authorized based on the current monthly budget and average HAP payment per voucher.

Current Vouchers in Lease: This is the number of current vouchers in lease for the Section 8 program on the last day of the month.

Total vouchers available = 1132

Target Number of Vouchers: target number of vouchers the program should have in lease for that particular month based upon the current monthly budget and average HAP payment per voucher.

Number Vouchers Over/Under Authorized: This is the number of vouchers the program has overauthorized or underauthorized for that particular month based upon the target number of vouchers.

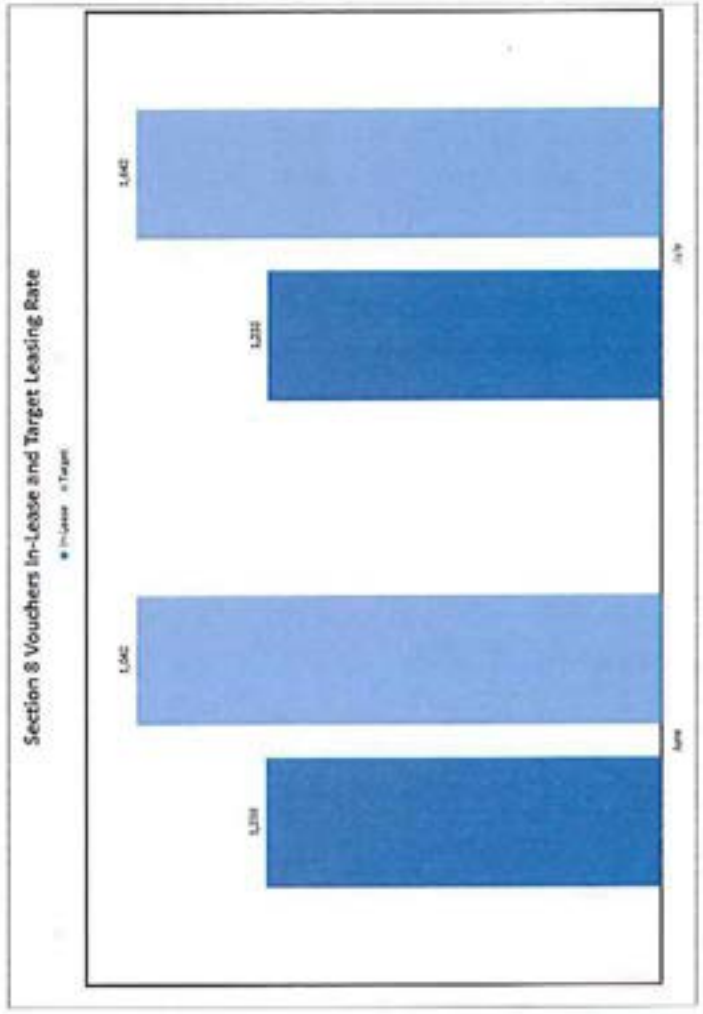
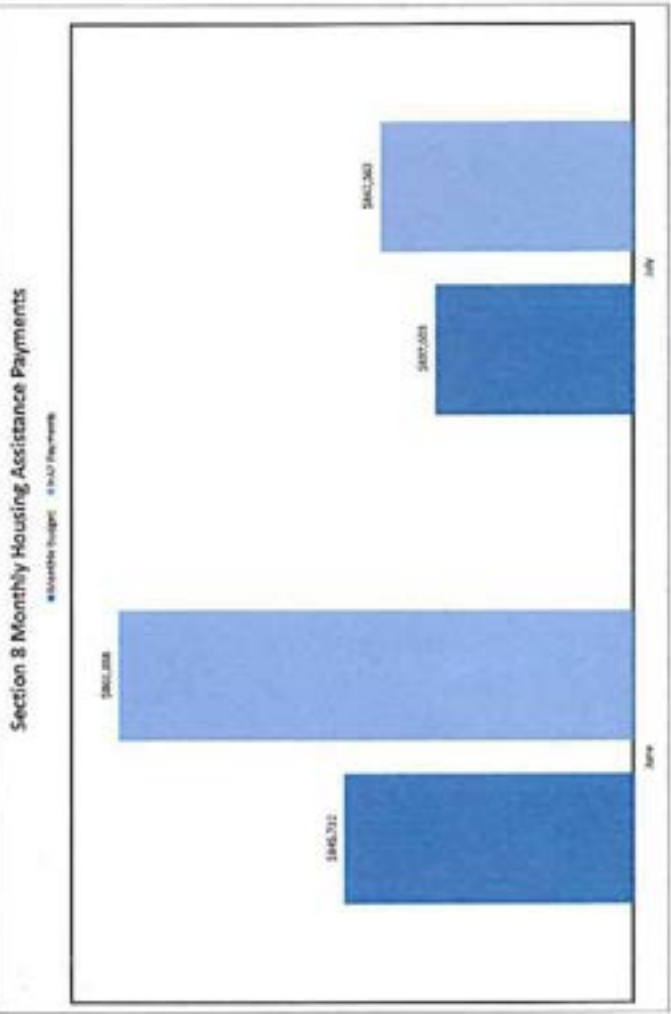
Newly Leased This Month: This is the number of new vouchers that have been utilized to lease up within this month.

Current Vouchers Looking: This is the current numbers of vouchers that have been issued and the voucher holder is searching for a unit.

Homeownership: Current number of homeownership vouchers

Family Self Sufficiency Participants (FSS): Current number of participants involved in the Section 8 Family Self Sufficiency Program.

July 2021



BOARD RESOLUTION

Resolution No. 2021-13

A Resolution Authorizing the Kansas City Kansas Housing Authority to Amend the Administrative Plan for the Section 8 Housing Choice Voucher Program

WHEREAS, the Board of Commissioners has previously established the Administrative Plan of the Housing Authority of the City of Kansas City, Kansas; and

WHEREAS, HUD requires that the Administrative Plan be updated; and

WHEREAS, a revision of the Administrative Plan is prepared.

BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Kansas City, Kansas authorizes and amends the Kansas City Kansas Housing Authority's Administrative Plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED the Board of Commissioners does hereby approve Resolution Number No. 2021-13.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO



Kansas City, Kansas Housing Authority

1124 North Ninth Street
Kansas City, Kansas 66101-2197
(913) 281-3300 FAX (913) 279-3428
www.kckha.org

To: Board of Commissioners

From: Andrea Tapia, Executive Director/CEO

Date: July 15, 2021

RE: **New Business Discussion Item-Resolution No. 2021-13**
A Resolution Authorizing the Kansas City, Kansas Housing Authority to Amend
the Administrative Plan for the Section 8 Housing Choice Voucher Program.

Background:

HUD requires that the Administrative Plan be revised and reviewed as regulations are adopted and renewed. Changes have occurred that require modifications to the Plan. HUD requires that all changes to the Plan be approved by the Board.

Current Issue:

The amendments to the Administrative Plan are necessary to ensure that the content is compliant with all recent HUD regulations and guidance, while giving housing authorities the flexibility it needs to administer the Section 8 Housing Choice Voucher program accordingly. The proposed changes will strengthen the operations of the Section 8 Housing Choice Voucher program.

Attached is a resolution amending and updating the Kansas City Kansas Housing Authority's Administrative Plan. The amendments to the Administrative Plan revise and or adopt the sections listed below. Copies of the full chapters, with the proposed changes are provided to all Board members prior to the Board meeting.

Chapter 17 Project-Based Vouchers - revisions
Pages 17-1 to 17-70

Chapter 18 Project-Based Vouchers (PBV) under the Rental Assistance Demonstration (RAD) Program – adopt, but currently not applicable
Pages 18-1 to 18-60

Chapter 19 Special Purpose Vouchers -Veterans Affairs Supportive Housing (VASH) -
adopt
Pages 19-1 to 19-46

Board Action:

Approve Resolution No. 2021-13, if appropriate.

BOARD RESOLUTION

Resolution No. 2021-14

A Resolution Authorizing the Kansas City Kansas Housing Authority to Amend the Procurement Policy

WHEREAS, On May 18, 2021, the Department Enforcement Center (DEC) issued a review report of the Kansas City Kansas Housing Authority's Low-Rent Public Housing Program, with various recommendations; and

WHEREAS, The Kansas City Field Office has reviewed the subject report, and its recommendations, and has determined and recommends that the Kansas City Kansas Housing Authority should implement a Board approved updated procurement policy; and

WHEREAS, The current Housing Authority Procurement Policy references, Title 24 Code of Federal Regulations (C.F.R.) Part §85.36 for HUD Procurement Standards. These regulations were superseded by Title 2 C.F.R. Parts §200.317 through 327 which became effective for fiscal years beginning on or after December 26, 2017.

BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Kansas City, Kansas authorizes and amends the Kansas City Kansas Housing Authority's Procurement Policy removing the reference 24 C.F.R. §85.36 for HUD procurement standards and references the New HUD standard of 2 C.F.R. §200.317 through 327.

NOW, THEREFORE, BE IT FURTHER RESOLVED the Board of Commissioners does hereby approve Resolution Number No. 2021-14.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO



Kansas City, Kansas Housing Authority

1124 North Ninth Street
Kansas City, Kansas 66101-2197
(913) 281-3300 FAX (913) 279-3428
www.kckha.org

To: Board of Commissioners

From: Andrea Tapia, Executive Director/CEO

Date: July 15, 2021

RE: **New Business Discussion Item-Resolution No. 2021-14**
A Resolution Authorizing the Kansas City, Kansas Housing Authority to Amend
the Procurement Policy

Background:

On May 18, 2021 the Department Enforcement Center (DEC) issued a review report of the Kansas City Kansas Housing Authority's Low-Rent Public Housing Program. This report makes several recommendations. The Kansas City Field Office has reviewed the subject report, and its recommendations, and has determined and recommends that the Kansas City Kansas Housing Authority should implement a Board approved updated procurement policy.

The current Housing Authority Procurement Policy references, Title 24 Code of Federal Regulations (C.F.R.) Part §85.36 for HUD Procurement Standards. These regulations were superseded by Title 2 C.F.R. Parts §200.317 through 327 which became effective for fiscal years beginning on or after December 26, 2017.

Current Issue:

HUD requires that the Housing Authority implement and submit a Board approved updated procurement policy to include reference to the current HUD Procurement Standard Title 2 C.F.R. Parts §200.317 through 327.

Attached is a resolution amending and updating the Kansas City Kansas Housing Authority's Procurement Policy that removes the reference to 24 C.F.R. §85.36 and refers to the new HUD procurement standards of 2 C.F.R. §200.317 through 327.

Board Action:

Approve Resolution #2021-14, if appropriate.