



# Agenda

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

## Special Meeting

Thursday, August 19, 2021  
12:30 p.m.

Held Electronically  
via Zoom

- I. Roll Call
- II. Approval of the Minutes  
Special Board Meeting July 15, 2021  
(Pages 1—6)
- III. Executive Director's Report  
(Pages 7—27)
- IV. Committee Reports
- V. New Business Consent Items: None
- VI. New Business Discussion Items:
  - Resolution No. 2021-15 Authorizing the Kansas City, Kansas Housing Authority to apply for the Resident Opportunity and Self-Sufficiency Service Coordinator Program (ROSS) Grant  
(Pages 28—29)
  - Resolution No. 2021-16 Revision to the Kansas City, Kansas Housing Authority Admissions & Continued Occupancy Policy (ACOP) Chapter 4: Applications, Waiting List Tenant Selection  
(Pages 30—31)
- VII. Executive Session
- VIII. Adjournment

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

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

Held Electronically  
via Zoom

On the 15th day of July 2021 at 12:30 p.m. the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in 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  
P. Anne McDonald, Commissioner  
Timothy J. Rhodes, Commissioner  
J.D. Rios, Commissioner  
Denise Tomasic, Commissioner  
Cardelia Walker, Commissioner  
\*Linda Warner, Commissioner  
Charles Wilson, Commissioner

ABSENT: Rachel Jefferson, 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  
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)

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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 June 17, 2021. Commissioner Crawford seconded the motion, and the following vote was recorded:

AYES: Banks, Crawford, McDonald, Rhodes, Rios, Tomasic, Walker, Watkins, Wilson

NAYS: None

ABSENT: Barber, Jefferson, Warner

ABSTAIN: None

Motion carried.

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Vice-Chairman Banks noted how impressed he was with the maintenance facility and its renovations. He indicated it was also a good meeting last month.

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

- Ms. Tapia noted that our Housing Choice Voucher (HCV) staff and Finance staff met with the Johnson County Housing Authority staff to discuss ways to increase our voucher lease up. We are also looking at ways to waive fees on the portability vouchers when we port someone to another county or another state. We discussed how our voucher holders could find affordable housing in their area.
- On June 21, 2021 we met with Vets Securing America to discuss turnover. We have noticed issues with their staffing which they tell us is due to low wages. We discussed with them the importance of always having someone man the station. There were two incidents last month where our staff had to sit in for their staff. There is a fine of \$1,000 and the hourly pay of our worker written into their contract if we cover for them. Vice-Chairman Banks asked where we stand with them and how long is the remainder of the contract. Ms. Tapia indicated the contract runs through February 2022. Senior staff has met to discuss the issues with this contractor. We have decided to put out a bid proposal earlier. We are in contact with the Vice-President and have spelled out their responsibilities under the contract.
- We have completed the transfer of the Bonner Springs Housing Authority effective July 1, 2021. We have taken over the Bonner Springs Housing Authority. Prior to the transfer, we met with the residents to discuss the transfer. Anwar Crockett will be managing the property. We completed unit inspections June 22—23, 2021. The residents were impressed with our staff. We are waiting for the finances to be transferred. Bonner Springs has 15 days to get the paperwork over to HUD and today is the 15<sup>th</sup> day. They will need to report how much money is in their Operating Fund and Capital Fund. Vice-Chairman Banks asked was there a plan to meet the

new leadership. Ms. Tapia shared that we are the owners of the Bonners Springs Housing Authority. Our staff is working to gather information and port them over to our software. There are minor fixes that we need to do to completely take over. Chairman Watkins offered that we have absorbed the Bonner Springs Housing Authority and they are now part of the Kansas City, Kansas Housing Authority. He further clarified that Ms. Tapia will lead both entities which have been combined into one. Vice-Chairman Banks noted that he understood.

- We met on June 24, 2021 with HUD to discuss the two-year plan for the Housing Choice Voucher program. We talked about voucher issuance and what that looks like for our agency. Liza provided a lot of information to guide us through the process. We will try to lease up 50 voucher holders per month and plan to have 100 voucher holders leasing up at the beginning of the year.
- On June 28, 2021 we received approval for Bonner Springs which has already been discussed.
- On July 1, 2021 we meet with Heather Bradley Geary with Eileen's Place to discuss our project-based vouchers. We answered questions on the process and directives from HUD, and they were provided with the PH notice that guides them through that process.
- On July 7, 2021 we received notification from HUD that there are 87 vouchers available from Crosslines. HUD thought it would be beneficial for our Housing Choice Voucher program to utilize those vouchers. We agreed that it would be beneficial to this agency and are waiting on the next step of this process.
- On July 6, 2021 we had our senior staff meeting and the agenda will be emailed out to the Board.
- On July 30, 2021 Ms. Tapia relayed that she had an opportunity to attend the Public Housing Resident Council meeting where she met the different Presidents and Secretaries. Program guidelines and policies, and the informal hearing process was discussed. The meeting lasted about two hours. Ms. Davis-Mays arranged the meeting and was in attendance. Those attending the meeting were given a chance to ask questions.
- Commissioner Rios asked Ms. Tapia if she did any teambuilding activities with staff. Ms. Tapia indicated that the senior staff meeting was a chance to get input from staff. She noted it was a good time for staff to support each other. Vice-Chairman Banks noted that with Ms. Tapia being relatively new, she needs to get to know her staff and, in the future, she could institute team building activities. Ms. Tapia agreed.

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## Committee Reports

### Personnel

Vice-Chairman Banks indicated that before the coronavirus, the Personnel Committee was revamping the performance appraisal system. They are in the process of reconvening and will need to sit down with the new Executive Director and see where they go from here.

Vice-Chairman Banks recognized that former Commissioner Nathaniel McLaughlin passed, and services were held for him last Saturday. Chairman Watkins added that Mr. McLaughlin was a six-year member of the Board. He called for a moment of silence. It was noted that Mr. McLaughlin was engaged in the community, ran for office a couple of times, and headed the NAACP.

Vice-Chairman Banks offered that he had scheduled a meeting with the Baptist Minister's Union which had to be rescheduled. The Baptist Minister's Union is looking forward to meeting our new Director. The Chair encouraged other Board members to reach out to Ms. Tapia and introduce her to the community.

Chairman Watkins noted he will meet with Commissioner Rios next week and hopes to meet with Commissioner Crawford soon to discuss which committee they will serve on.

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

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#### **New Business Consent Items:**

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

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#### **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, was introduced.

Ms. Tapia explained that the Administrative Plan (Admin Plan) was missing Chapter 18, and it would be added. Chapters 17 and 19 are being revised and updated. She noted that we updated our Nan McKay membership and have not had a membership since 2019. There were several revisions that needed to occur for both the Admin Plan and the Admissions and Continued Occupancy Policy (ACOP). These are updates that need to be done according to HUD and Nan

McKay. Additionally, if we are going to put out an RFP for project-based vouchers or attach project-based vouchers to someone other than the Housing Authority, we have to explain to HUD what that process looks like. Ms. Escobar has made these updates to our Admin Plan which require Board approval.

Commissioner Barber noted that he has read the revisions and asked if there was anything the Board would need to pay special attention to. Ms. Tapia noted that the Board should pay attention to how we do the eligibility process, maintain the wait list and the process for voucher issuance. We were careful not to put anything that would trigger a fair housing complaint. She noted it is good to read though the information to learn the process for the PBVs. Commissioner Barber mused that this was one of the longer reading assignments.

Vice-Chairman Banks made the motion to approve Resolution No. 2021-13. Commissioner Rios seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Jefferson

ABSTAIN: None

Motion carried.

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.

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Resolution No. 2021-14, a resolution authorizing the Kansas City Kansas Housing Authority to amend the Procurement Policy, was introduced.

Ms. Tapia noted that the Procurement Policy has already been approved, but there was one update that did not get added, that is section 2 C.F.R. Parts § 200.317 through 327. This is the only change to the policy.

Vice-Chairman Banks made the motion to approve Resolution No. 2021-13. Commissioner Barber seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Jefferson

ABSTAIN: None



Motion carried.

RESOLUTION NO. 2021-14—A RESOLUTION AUTHORIZING THE KANSAS CITY, KANSAS HOUSING AUTHORITY TO AMEND THE PROCUREMENT POLICY.

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Chairman Watkins asked to go into Executive Session for 15 minutes to discuss a personnel matter. Commissioner Crawford made the motion to go into Executive Session. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Jefferson, Walker

ABSTAIN: None

Motion carried.

Executive Session began at 1:02 p.m. Ms. Tapia was present. Commissioner Walker did not attend Executive Session.

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Executive Session ended at 1:17 p.m. and Chairman Watkins called for the meeting to adjourn.

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Matthew T. Watkins, Chairman

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Andrea Tapia, Executive Director/CEO

\*Arrived after roll call.



## Kansas City, Kansas Housing Authority

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

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To: Board of Commissioners  
From: Andrea Tapia, Director/CEO  
Date: August 19, 2021  
Re: Executive Director's Report

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### Administration

#### HAI

On April 14, 2021, HAI Group completed an inspection of the KCKHA properties, and on May 4, 2021, they notified our agency of the results of the inspection (will be provided as handout via email). HAI recommended that we provide a written response for each recommendation that includes the steps taken and funding used to address the findings and any obstacles KCKHA could possibly face while addressing the recommendations.

Many of the recommended repairs were completed by KCKHA Maintenance Staff and recommendations that could not be address in-house required KCKHA to seek out bids for contract work.

#### Capital Fund Certification

Each year HUD allocates Capital Fund grants to Public Housing Authorities (PHA) under the Capital Fund Program. HUD uses a formula to calculate the funding amount for each Capital Fund grant based upon the data submitted to HUD by the PHA in the Inventory Management System (IMS), and Public Housing Information (PIC). The data submitted includes the Date of Full Availability (DOFA), the number of standing units, number of units that have been removed, number of non-ACC units and number of non-dwelling units. The Executive Director must certify the information submitted is accurate and no changes are needed; or coordinate with HUD Field Office Staff to request correction be made to the data.

KSKHA completed the Capital Fund Certification without the need of data correction.



### **Citrin Cooperman**

During the week of July 26, 2021, Auditors from Citrin Cooperman conducted an onsite audit of Program files, HR files, and Finance files. The Auditors also conducted exit interviews with a few KSKHA staff to discuss their views of KCKHA as a whole.

The Auditors anticipate completing the audit sometime in August, and we have asked the Auditors to be prepared to present to the Board in October.

### **Introduction of New HUD Auditors**

We understand the importance of maintaining a great partnership with HUD and we know a great partnership is beneficial to those we serve. On August 5, 2021, we met with the Adam Austin, HUD Auditor for the Office of Public Housing and Mr. Carl Landayan, HUD Field Office Financial Analyst. Mr. Landayan will be replacing our previous HUD Financial Analyst Mr. Pete Reeves.

Mr. Austin and Mr. Landayan inquired about the previous audit findings and the status of the mitigation plan. KCKHA has addressed all findings and a written statement was provided to Mr. Austin and Mr. Landayan detailing the corrections. Mr. Austin recommended meeting every month to discuss any questions or concerns we may have with our housing programs and/or finance questions. We look forward to the meetings and the opportunity to continue our well-established partnership.

### **Staff Promotions**

KCKHA understands that change within an organization can have a significant impact on our agency. We know that change brings about growth and career advancement. We are excited to announce the following promotions: Mr. Mark Hatchett, Assistant Director of Operations (formerly Resident Services Coordinator—Elderly); Mr. Anwar Crockett, Resident Services Coordinator—Family (formerly Property Manager); Ms. Chenaye Sutton, Family Self-Sufficiency Coordinator (formerly Resident Selection Specialist) and Ms. Cassie Fenton-Sayles, Resident Selection Specialist (formerly Office Support Specialist).

### **Juniper Gardens**

On July 28, 2021, KCKHA received notification from HUD that the Demo/Dispo Application had not been accepted by the Special Applications Center (SAC) due to the rehabilitation cost test for obsolescence showing a total cost percentage of 17.36, which is lower than the required development cost percentage of 57.14 for non-elevator buildings and 62.5 percentage for elevator building. SAC made this determination after removing non-qualified expenses identified in our Physical Needs Assessment (PNA). SAC reminded KCKHA to only address immediate needs (years 0 to 3) in the assessment.

KCKHA will continue to review SAC's suggestions and utilize HUD's guidance to move forward with resubmitting an application for demo/dispo.

### Bonner Springs

The transfer of Bonner Springs has come with its challenges; however, the dedication and hard work of staff has made the Bonner Community proud. I want to take a moment to say *THANK YOU!* to the Maintenance staff for their time spent on a Saturday with painting, repairing, and landscaping the Bonner Springs property.



### Networking and Orientation

#### Village Initiative

On July 29, 2021, I had the pleasure of meeting with Mr. Randy George, Executive Director for Village Initiative. Village Initiative is committed to helping ex-offenders rebuild their lives while integrating back into society.

Mr. George discussed the importance of ex-offenders having access to affordable housing and how access to permanent housing can reduce recidivism rates. Mr. George noted that every day, approximately 2,000 men and women are released from prison and those without meaningful intervention have a high probability of returning to prison within three years of their release. To break this cycle of recidivism, meaningful reentry programs must address the holistic needs of the returning citizens (ex-offenders) and their families.

#### YouthBuild

On July 29, 2021, I had the pleasure of meeting with Mr. Spark Bookhart, Executive Director, Youth Build. The KCK YouthBuild Program is essential to providing our youth with positive ways of breaking the cycle of generational poverty. Our continued and valued partnership with YouthBuild provides stable housing while creating a foundation for change.

**Cultivate KC & The New Roots for Refugees Program**

On August 3, 2021, I had the pleasure of meeting with Executive Director, Ms. Brien Darby at the Juniper Gardens Training Farm, where she took me on a tour of the farm. Ms. Darby and staff showed me the many garden plots created and tended to by New Roots for Refugee farmers. Many of the farmers are residents of KCKHA properties and have created quite a bit of income cultivating crops that are sold at Farmers Markets here in Kansas and Missouri.

Ms. Darby states all farmers receive training that helps them maintain healthy crops and skills to help them maintain a small farming business.

This concludes my written report.

The following are monthly reports provided by staff:

- 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 July 31, 2021**

Description	Rate <sup>(a)</sup>	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$279,674.88	Liberty
Payroll Account	0.00%		\$62,261.18	Liberty
ACH Pymt Account	0.15%		\$1,678.95	Liberty
Rent Depository Account	0.00%		3,829,552.06	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$274,565.26	Various
Homeless Prevention Program	0.90%		5,556.42	Bank of Labor
Sponsorship Program	0.50%		19,746.52	Bank of Labor
Section 8 Checking	0.00%		410,097.92	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,828.23	Liberty
Family Self Sufficiency	0.00%		\$1,221.00	Bank of Labor
KCKHA Debt Service Account			\$1,282,814.16	Deutsche Bank
CD#120245349	0.15%	09/01/21	\$500,000.00	Bank of Labor

(a) Represents Rates as of August 10, 2021 provided by Banks.

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

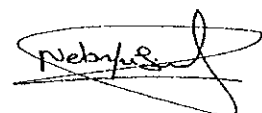


Nebyu Tilahun  
Director of Finance

**Kansas City, Kansas Housing Authority**  
**Delinquency in Accounts Receivable**  
**For the Month of July 31, 2021**

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	<b>Rent &amp; Other Charges</b>	<b>Repayment Agreements</b>	<b>Net Total</b>
Accounts Receivable (Amounts Delinquent)	\$284,095.74	(\$126,879.88)	\$157,215.86
Total Charges to Tenants for Month *			\$432,670.44
Delinquency Ratio			36.34%
Petitioned to Court			<u>1</u>
Praecipes Issued			<u>1</u>
Evictions			<u>1</u>
Pending Evictions			<u>0</u>



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Nebyu Tilahun  
Director of Finance



**Kansas City, Kansas Housing Authority**

Payments Over \$1,000.00

For The Month of JULY '21

**\*CONTRACTS\***

VETS Securing America	\$12,738.66
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**\*MAINTENANCE COSTS\***

American Water Treatment, Inc	\$1,664.60
BAILEY INDUSTRIAL CLEANING	\$6,720.00
Booney's Lawn Service	\$5,125.00
CALHOUN LAWN CARE, LLC	\$4,605.00
CALHOUN LAWN CARE, LLC	\$3,220.00
Carpet Corner Inc.	\$1,338.75
CUMMINS CENTRAL POWER, LLC.	\$7,383.15
DAVID ALLEN HENDERSON DBA	\$5,240.00
Design Mechanical, Inc.	\$1,705.75
Envirotech Heating and Cooling	\$1,411.00
Ferguson Enterprises Inc.	\$1,770.58
Grainger	\$3,077.96
H.D. Supply	\$2,366.89
Home Depot Pro-SupplyWorks	\$2,129.05
Home Depot Pro-SupplyWorks	\$1,134.12
Johnson Controls Inc.	\$4,399.00
Johnstone Supply Co.	\$9,660.60
Johnstone Supply Co.	\$9,312.00
Johnstone Supply Co.	\$5,346.92
KEMPKES CONTRACTORS, LLC	\$5,440.00
KEMPKES CONTRACTORS, LLC	\$1,840.00
KEMPKES CONTRACTORS, LLC	\$1,680.00
LAWRENCE PEST CONTROL COMPANY, INC	\$5,007.50
Lowes	\$1,976.93
Martin Mechanical Corporation	\$25,870.33
Martin Mechanical Corporation	\$2,995.44
MEI TOTAL ELEVATOR SOLUTIONS	\$2,925.46
National Fire Suppression	\$3,200.00
National Fire Suppression	\$1,820.00
Olney Sales Inc.	\$3,718.50
OSCARS MAINTENANCE SERVICE CORP, LLC	\$4,860.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$2,940.00
Pcs	\$1,483.27
Plumb Supply Company, LNX	\$10,603.46
Plumb Supply Company, LNX	\$6,118.18

Precision Plumbing & Construct, Inc	\$10,572.00
Precision Plumbing & Construct, Inc	\$10,494.00
Precision Plumbing & Construct, Inc	\$2,378.00
REPUBLIC SERVICES #468	\$5,607.38
Sherwin-Williams Co	\$5,060.06
SMITH SERVICE, LLC	\$6,625.00
SOS Pest Control	\$1,800.00
Stanion Wholesale Elec. Co.	\$5,342.82
Strasser Hardware	\$2,452.42
SUTTON REMODELING, LLC	\$2,500.00
SUTTON REMODELING, LLC	\$2,300.00
SUTTON REMODELING, LLC	\$1,000.00
Waste Management	\$7,773.67
Worldwide Window Fashions	\$3,104.72

**\*MISCELLANEOUS\***

American Express	\$1,347.70
AT&T	\$7,843.59
AT&T	\$4,058.64
AT&T	\$2,026.56
AT&T	\$1,013.64
AT&T	\$1,013.40
CITRIN COOPERMAN & COMPANY	\$5,500.00
CITRIN COOPERMAN & COMPANY	\$2,900.00
ConvergeOne, Inc	\$4,950.00
ConvergeOne, Inc	\$2,786.80
HARRG INC	\$53,764.26
HARRG INC	\$1,400.00
Housing Insurance Serv. Inc.	\$29,786.00
Housing Insurance Serv. Inc.	\$2,132.00
Lockton Companies	\$27,428.75
Lockton Companies	\$13,714.38
New Village Printing & Promotional, LLC	\$2,159.45
ONLINE INFORMATION SERVICES, INC	\$1,695.00
PayLease, LLC	\$3,256.15
Postmaster	\$5,000.00
SCOTT & ASSOCIATES, LLC	\$3,000.00
Shred-It USA LLC	\$1,489.63
Smallwood Locksmiths, Inc	\$1,511.84
Talx Corporation	\$18,266.36
Time Warner Cable	\$2,112.91
U.S BANK EQUIPMENT FINANCE	\$2,804.11
Verizon Wireless	\$2,125.09
WEX BANK DBA WRIGHT EXPRESS FSC	\$5,354.32

**\*MODERNIZATION\***

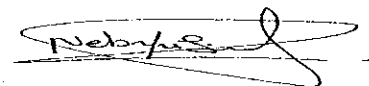
MEI TOTAL ELEVATOR SOLUTIONS	\$181,035.45
AMERICAN DIGITAL SECURITY, LLC	\$53,281.39
Anderson Mechanical LLC	\$8,717.00
Carpet Corner Inc.	\$12,333.79
Construction Managment Services, Inc	\$166,574.74
CVR Associates, Inc	\$7,000.00
CVR Associates, Inc	\$2,200.00
D&M Installations	\$2,350.00
Infinity Group LLC	\$69,136.20
Lowes	\$1,344.25
Sherwin-Williams Co	\$4,429.44

**\*PAYROLL COSTS\***

AFLAC PREMIUM HOLDING	\$3,686.78
Blue Cross Blue Shield Of KC	\$94,313.77
Colonial Life & Accident Ins	\$4,165.83
Delta Dental	\$4,761.61
Kansas Payment Center	\$1,109.57
Kansas Payment Center	\$1,109.57
Kansas Payment Center	\$1,109.57
Kansas Public Employ Ret Syst	\$32,415.21
Kansas Public Employ Ret Syst	\$30,759.81
Kansas Public Employ Ret Syst	\$30,458.07
Nationwide Retirement Solution	\$2,680.00
Nationwide Retirement Solution	\$2,680.00
Nationwide Retirement Solution	\$2,680.00
UMB HEALTH SAVINGS ACCT	\$1,230.00
UMB HEALTH SAVINGS ACCT	\$1,230.00
UMB HEALTH SAVINGS ACCT	\$1,205.00

**\*UTILITIES**

Board Of Public Utilities	\$84,109.56
Board Of Public Utilities	\$65,275.19
Board Of Public Utilities	\$44,498.07
Kansas Gas Service	\$9,759.23
Kansas Gas Service	\$4,527.38
Kansas Gas Service	\$1,894.00



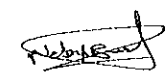
Nebyu Tilahun  
Director of Finance

**Kansas City, Kansas Housing Authority**  
**Operating Receipts and Expenditures**  
**For Period Ending June 30, 2021**

	CEN OFFICE YR TO DATE	%	CEN OFFICE BUDGET	PUBLIC HSG YR TO DATE	%	PUBLIC HSG BUDGET	SECTION 8 YR TO DATE	%	SECTION 8 BUDGET
<b>OPERATING INCOME:</b>									
Dwelling Rent				\$1,223,670.00	25%	\$4,831,188.00			
Fraud Recovery Income							\$35,224.61		
Interest Income	\$359.17	163%	\$220.00	\$189.03	12%	\$1,540.00			
Tenant Income				\$64,307.36	25%	\$261,363.00			
Transfer from CFP						\$1,097,012.00			
Other Income	\$138,093.13	25%	\$549,425.00	\$14,086.82	24%	\$58,630.00			
Fee for Services - COCC	\$363,572.03	26%	\$1,402,710.00						
Management Fees	\$471,928.67	25%	\$1,870,490.00						
Total Operating Income	\$973,953.00	25%	\$3,822,845.00	\$1,302,253.21	21%	\$6,249,733.00	\$35,224.61		
Operating Subsidy				\$2,430,361.00	28%	\$8,716,623.00			
Section 8 Admin Fees							\$218,440.00	27%	\$819,070.00
<b>Total Operating Receipts</b>	<b>\$973,953.00</b>	<b>25%</b>	<b>\$3,822,845.00</b>	<b>\$3,732,614.21</b>	<b>25%</b>	<b>\$14,966,356.00</b>	<b>\$253,664.61</b>	<b>31%</b>	<b>\$819,070.00</b>
<b>OPERATING EXPENSES:</b>									
Administrative Salaries	\$233,134.49	21%	\$1,126,387.00	\$229,962.49	22%	\$1,045,950.00	\$80,809.48	23%	\$356,623.00
Management Fees				\$399,466.67	25%	\$1,573,740.00	\$72,462.00	24%	\$296,751.00
Other Admin Expenses	\$47,056.12	27%	\$175,312.00	\$63,568.47	16%	\$392,262.00	\$13,722.67	21%	\$63,855.00
<b>Tenant Services</b>									
Tenant Services Salaries				\$6,212.60					
Resident Assoc Expenses				\$225.00	1%	\$25,350.00			
Other Expenses				\$901.64	5%	\$16,924.00			
<b>Total Utilities</b>	<b>\$9,638.02</b>	<b>20%</b>	<b>\$48,630.00</b>	<b>\$457,408.14</b>	<b>16%</b>	<b>\$2,864,776.00</b>			
Maintenance Salaries	\$227,950.98	19%	\$1,216,464.00	\$406,582.27	24%	\$1,691,218.00			
Maint Materials	\$65,898.51	58%	\$114,318.00	\$41,826.36	6%	\$653,582.00	\$267.37	24%	\$1,110.00
Fee for Services - COCC				\$363,572.03	26%	\$1,402,710.00			
Other Maint Contracts	\$71,221.19	56%	\$128,134.00	\$205,520.67	16%	\$1,319,804.00	\$7,639.27	26%	\$29,493.00
Security Salaries									
Other Security Expense			\$2,500.00	\$12,738.65	8%	\$166,533.00			
Insurance	\$25,402.53	22%	\$115,091.00	\$138,323.85	24%	\$568,021.00	\$6,243.26	23%	\$26,652.00
Terminal Leave Payments									
Employee Benefit Contributions	\$169,646.38	21%	\$795,119.00	\$221,168.72	24%	\$928,944.00	\$24,492.75	20%	\$121,031.00
Collection Losses				(\$10,721.64)	-2%	\$549,310.00			
Interest Expense				\$141,616.20	24%	\$596,652.00			
Other General Expense	\$508.26			\$860.73	215%	\$400.00	\$3,275.20	30%	\$11,000.00
<b>Total Routine Expenses</b>	<b>\$850,456.48</b>	<b>23%</b>	<b>\$3,721,955.00</b>	<b>\$2,679,232.85</b>	<b>19%</b>	<b>\$13,796,176.00</b>	<b>\$208,912.00</b>	<b>23%</b>	<b>\$906,515.00</b>
<b>Total Operating Expenses</b>	<b>\$852,108.82</b>	<b>23%</b>	<b>\$3,721,955.00</b>	<b>\$2,679,232.85</b>	<b>19%</b>	<b>\$13,796,176.00</b>	<b>\$208,912.00</b>	<b>23%</b>	<b>\$906,515.00</b>
Prior Year Adjustments									
<b>Total Operating Expenditures</b>	<b>\$852,108.82</b>	<b>23%</b>	<b>\$3,721,955.00</b>	<b>\$2,679,232.85</b>	<b>19%</b>	<b>\$13,796,176.00</b>	<b>\$208,912.00</b>	<b>23%</b>	<b>\$906,515.00</b>
<b>Gain/(Loss) from Operations</b>	<b>\$121,844.18</b>		<b>\$100,890.00</b>	<b>\$1,053,381.36</b>		<b>\$1,170,180.00</b>	<b>\$44,752.61</b>		<b>(\$87,445.00)</b>

\*\*\* June is the 3rd month of the Fiscal Year Ending March 31st

\*\*\* Percentage 25% or 3/12th of the year



Nebyu Tilahun  
 Director of Finance

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

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

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
07/01/21	76	17	93	8	8	0	9
07/02/21	59	13	72	4	4	0	9
07/06/21	53	9	62	4	4	0	5
07/07/21	75	23	98	8	8	0	15
07/08/21	105	19	124	4	4	0	15
07/12/21	84	11	95	3	3	0	8
07/13/21	79	9	88	4	4	0	5
07/14/21	87	15	102	5	5	0	10
07/15/21	117	19	136	3	3	0	16
07/16/21	43	14	57	2	2	0	12
07/20/21	90	19	109	7	7	0	12
07/21/21	100	16	116	6	6	0	10
07/23/21	51	7	58	3	3	0	4
07/26/21	109	18	127	6	6	0	12
07/28/21	96	16	112	4	4	0	12
07/29/21	105	29	134	9	9	0	20
07/30/21	100	11	111	4	4	0	7
<b>TOTAL</b>	<b>1,429</b>	<b>265</b>	<b>1,694</b>	<b>84</b>	<b>84</b>	<b>0</b>	<b>181</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 32% of the service work orders completed
- (b) No Response 68% 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	36	34	70
Units in Mod	10	42	52
Juniper in Mod	147	0	147
Fire Units	0	0	0
Defer Maint	4	1	5
Rentable Units	32	33	65
Move-Ins	10	39	49
Move-Outs	13	33	46
Units Available	2	4	6

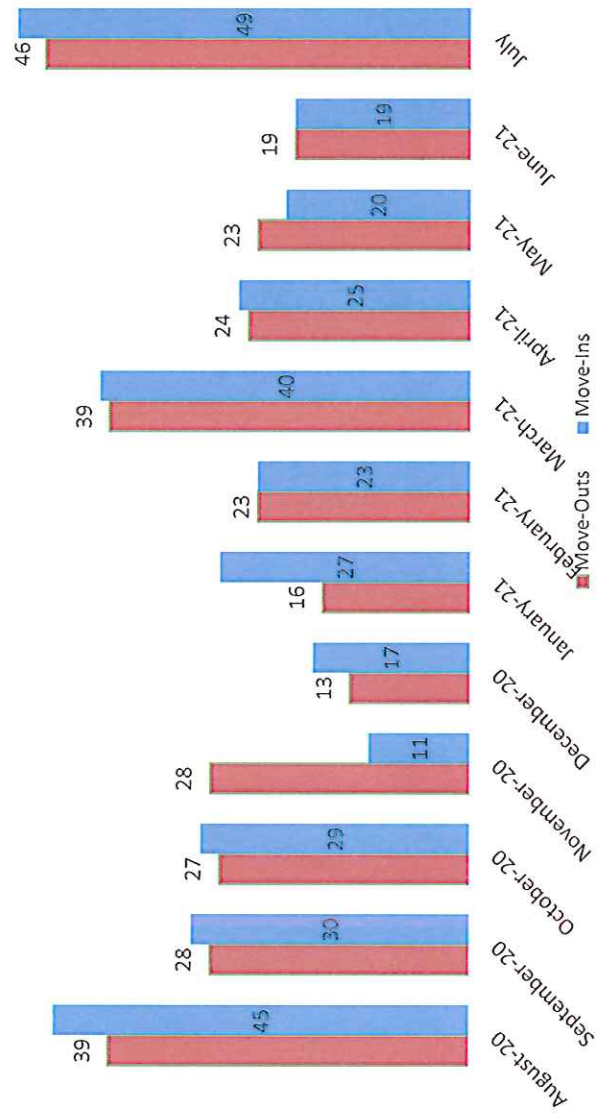
## REPORT F

# Kansas City, Kansas Housing Authority July 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	102	27	12	124	90%	100%
K1-2 D(1) ST. MARGARETS PARK	100	98	1	1		99%	99%
K1-3 D(1) CYRUS K. HOLIDAY	60	55	4	1	-	93%	97%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	285	11	6	-	96%	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	91	5	3		95%	95%
K1-7 D(1) SCATTERED SITES	24	21	1	2		96%	96%
K1-9 D(1) SCATTERED SITES	30	28	2			93%	93%
K1-10 *M(2) SCATTERED SITES	42	37	5			88%	93%
K1-11 M(1) D(1) GRANDVIEW PARK	40	34	4	1	1	90%	95%
K1-12 D(2) CHALET MANOR	66	59	5	2		92%	94%
K1-13 WELBORN VILLA	80	79	1	-		99%	96%
K1-14 BETHANY PARK TOWERS	153	148	5	-		97%	94%
K1-15 *M(6) SCATTERED SITES	20	11	-	-	9	100%	100%
K1-17*M(1) GLANVILLE TOWERS	108	107	1		-	99%	97%
K1-18 ROSEDALE TOWERS	122	118	4	-		97%	99%
K1-20 D(1) WESTGATE TOWERS	163	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	36	2			95%	97%
K1-24 M(18) PLAZA TOWERS	115	87	3		25	97%	97%
K1-25 D(1) SCATTERED SITES	12	10	1	1		92%	92%

(\*) Modernization units

Kansas City, Kansas Housing Authority  
The Last 12 Months



## **MODERNIZATION AND DEVELOPMENT REPORT** **August 2021**

### **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; K1-57 Plaza Tower Interior Modernization Phase 1 (Floors 7 and 8).

### **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.

### **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>th</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 are complete: KCKHA Thomas M. Scott Maintenance Facility and Rosedale Tower Elevator Modernization; Rosedale Tower Elevator Modernization.

#### **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 on the 6<sup>th</sup> Floor is complete. Relocation of the residents from the 5<sup>th</sup> floor to the 6<sup>th</sup> floor was completed the week of July 12<sup>th</sup>. Work on the 5<sup>th</sup> floor began on July 20<sup>th</sup>, 2021. Demolition of 5<sup>th</sup> is complete. Framing is underway and complete on 7 units.

#### **K1-57 PLAZA TOWER RELOCATION**

Bids were received for relocation services for Floors 4, 5, and 6 at Plaza Tower on June 11<sup>th</sup>, 2021. Bids were solicited from 10 moving companies. One bid was received. Since only one bid was received a cost analysis was completed of the one bid. It compares with the phase one moving contract with a slight increase in price. Since the low bid amount is below the threshold of \$75,000, Board of Commissioners approval is not required. A contract was awarded to Coleman Worldwide Moving Services, in the amount of \$25,333.74. The relocation of residents from the 5<sup>th</sup> floor to the 6<sup>th</sup> floor was completed on July 15, 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 for interior modernization of 9 houses. Staff held a pre-construction meeting with the contractor on April 28<sup>th</sup>, 2021. Notice to Proceed was issued on July 1<sup>st</sup>, 2021. Demolition, electrical rough-in, and drywall installation is underway. Demolition of 7 of the 9 houses is complete. Electrical rough-in of 6 houses is complete. Drywall installation is complete in 3 houses.

#### **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.

The following projects are complete: Douglas Heights Elevator Modernization

#### **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 has notified the Housing Authority that its application has been turned down, pending the submission of additional information for resubmission of the application for approval. Staff is working with the local HUD office for guidance and assistance in the submission of the additional information for 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 take place on July 13<sup>th</sup>, 2021.

#### **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. 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 2<sup>nd</sup>, 2021. Contractor has ordered and is awaiting delivery of supplies. Awaiting submission of required documents prior to the issuance of the Notice to Proceed. Work has been scheduled to begin at Chalet Manor and Scattered Site 10 on Aug 16<sup>th</sup>, 2021.

#### **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 has submitted the necessary paperwork to HUD. HUD has accepted and approved this grant for implementation.

## RESIDENT INITIATIVE REPORT

AUGUST 2021

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council (PHRC) did not meet for the month of July.

On July 1, 2021 I participated in the Juniper Gardens Relocation team meeting. We are still waiting for our application to be approved by the United States Department of Housing and Urban Development (HUD).

On July 1, 2021 Cherrie Escobar, Director of Section 8 (Housing Choice Voucher program) and I met with Victor Aguilar, Director of ElCentro's training program. Mr. Aguilar informed us of their upcoming career training program for low-income individuals. This program is entitled *Go Green to Get Green*. It runs from August 12 — September 3, 2021. The program includes a weekly \$300 stipend, they will pay one utility bill, provide lunch daily, a food gift card, and a financial coach is assigned. This information was distributed to both the Public Housing and Housing Choice Voucher program participants.

On July 15, 2021 I participated in the Juniper Gardens Relocation team meeting. There is still no news on the status of the Tenant Protection Vouchers for the residents of Juniper Gardens.

On July 21, 2021 interviews for the Family Self-Sufficiency Specialist were held. We want to congratulate Chenaye Sutton, KCKHA Resident Selection Specialist, who was selected for the position. Ms. Sutton will be joining the FSS Program once she transitions out of her current position.

During the month of July Catholic Charities distributed 2,845 lunches to the children on the following family sites: Juniper Gardens, St. Margaret's Park, Cyrus K. Holiday, Belrose Manor, Chalet Manor and Douglas Heights. The summer lunch program ends August 6, 2021.

The Learning Club in conjunction with Kansas City, Kansas Community College held its summer youth camp which ended July 30, 2021. A total of 67 youth participated in the camp. The youth attended field trips on Tuesdays and Thursdays.

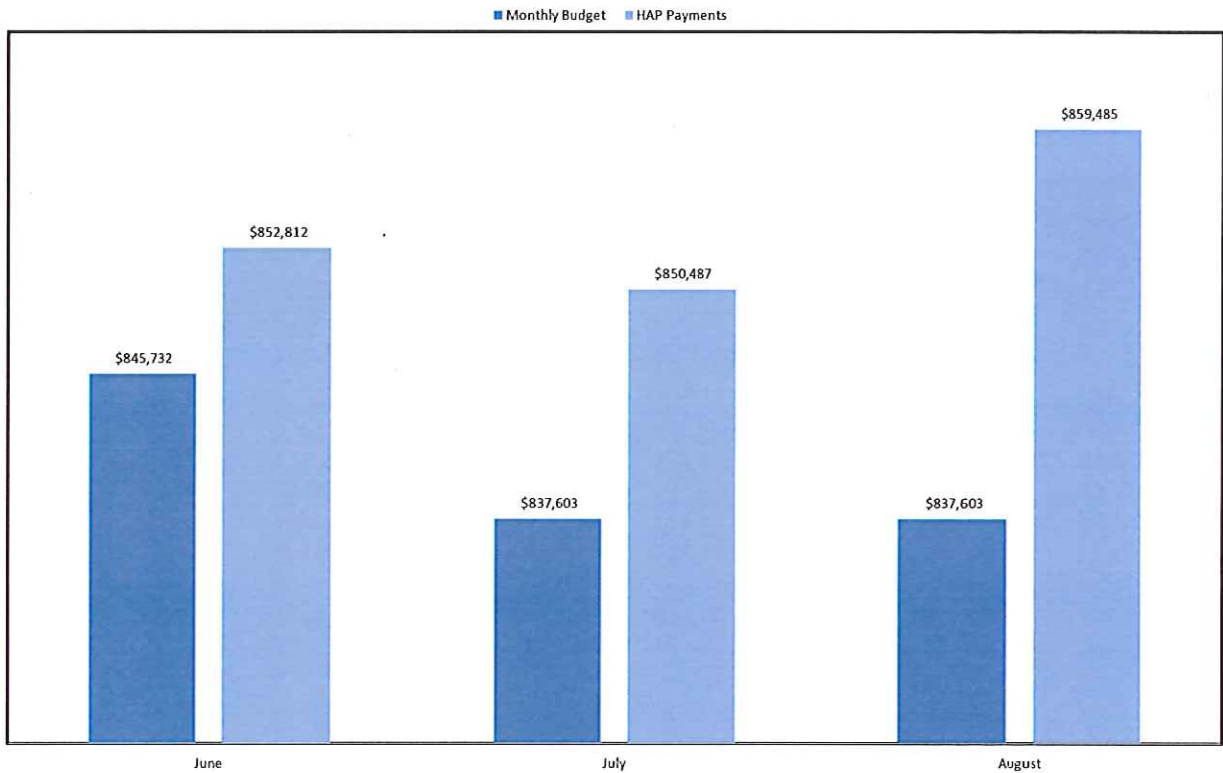
Family Self- Sufficiency statistics follow this report.

Month	June	July	August	September	October	December
Currently Enrolled	24	25		24		
Exited	0	1		1		
Port	0	0		0		
Graduated	0	0		1		
Money dispersed	0	0		0		
Newly Enrolled this month	0	1		0		
Interim withdrawals	0	0		0		
Appts with participants	0	0		1		
Credit Pull/review	0	0		0		
Initial appts	0	0		0		
Escrow Balance total	164	1,051		1733		
Participants with escrow	1	4		4		
Currently contributing to escrow	1	4		4		
SSI only	3	3		3		
TANF	1	1		1		
Employed	11	11		12		

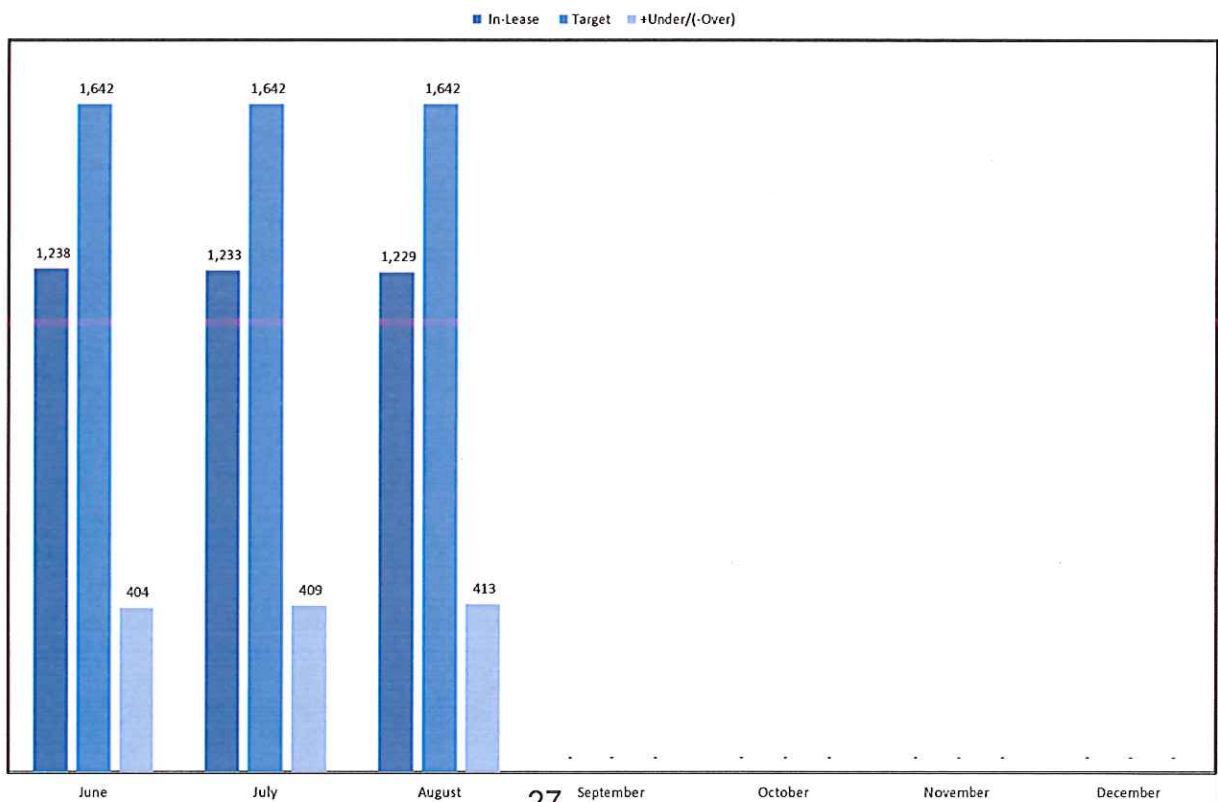


August 2021

### Section 8 Monthly Housing Assistance Payments



### Section 8 Vouchers In-Lease and Target Leasing Rate





**RESOLUTION NO. 2021-15**

**AUTHORIZING THE KANSAS CITY, KANSAS HOUSING AUTHORITY  
TO APPLY FOR THE 2021 RESIDENT OPPORTUNITY AND SELF-SUFFICIENCY  
SERVICE COORDINATOR PROGRAM (ROSS) GRANT**

**WHEREAS**, the 2021 HUD Notice of Funding Opportunity (NOFO) application for the Resident Opportunity and Self-Sufficiency Service Coordinator Program (ROSS) Grant has been published.

**BE IT RESOLVED** that the Board of Commissioners of the Kansas City, Kansas Housing Authority hereby authorizes the Kansas City, Kansas Housing Authority to apply for the Resident Opportunity and Self-Sufficiency Coordinator Program (ROSS) Grant.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Commissioners does hereby approve Resolution No.2021-15.

X

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Matthew T. Wakins  
Chairman

X

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Andrea Tapia  
Executive Director/CEO

Kansas City, Kansas Housing Authority  
Board of Commissioner's Meeting  
August 19, 2021

**New Business Consent Item:** Authorizing the Kansas City, Kansas Housing Authority to apply for the Resident Opportunity and Self-Sufficiency Service Coordinator Program (ROSS) Grant.

Resolution No. 2021-15

**Background:**

FY2021 Notice of Funding Opportunity (NOFO) for the Resident Opportunity and Self-Sufficiency Service Coordinator Program (ROSS) Grant. The ROSS Grant is defined as a household's ability to maintain financial, housing, and personal/family stability. To achieve self-sufficiency, individuals in a household move along a continuum toward economic independence and stability, such is movement facilitated by the achievement of educational, professional, and health/mental health and financial empowerment related goals.

**Current Issue:**

The residents of the Kansas City, Kansas Housing Authority need assistance with helping them make progress toward economic and housing self-sufficiency by removing the educational, professional and health barriers they face. In the case of the elderly and residents with disabilities, self-sufficiency is further defined as the utilization of supportive services which enables them to age in place or remain living independently for as long as possible.

**Board Action:**

Approve Resolution No. 2021-15, if appropriate.

**RESOLUTION NO. 2021-16**

**REVISION TO THE KANSAS CITY, KANSAS HOUSING AUTHORITY  
ADMISSIONS & CONTINUED OCCUPANCY POLICY (ACOP)  
CHAPTER 4: APPLICATIONS, WAITING LIST AND TENANT SELECTION**

**WHEREAS**, the revision to the Kansas City, Kansas Housing Authority's Admissions & Continued Occupancy Policy (ACOP) Chapter 4: Applications, Waiting List and Tenant Selection was published June 29, 2021.

**BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of Kansas City, Kansas will revise Chapter 4: Applications, Waiting List and Tenant Selection of the KCKHA ACOP to read "*the PHA WILL adopt a site-based waiting list for the former Bonner Springs Housing Authority public housing units absorbed by the KCKHA.*"

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Commissioners does hereby approve Resolution No. 2021-16.

**X**

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Matthew T. Watkins  
Chairman

**X**

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Andrea Tapia  
Executive Director/CEO

Kansas City Kansas Housing Authority  
Board of Commissioner's Meeting  
August 19, 2021

**New Business Consent Item:** Revision to the Kansas City, Kansas Housing Authority Admissions & Continued Occupancy Policy (ACOP) Chapter 4: Applications, Waiting List and Tenant Selection

Resolution No. 2021-16

**Background:** The Kansas City, Kansas Housing Authority acquired 50 apartments formerly known as the Bonner Springs Housing Authority on July 1, 2021. A sixty-four person wait list was also acquired. The current Kansas City, Kansas Housing Authority Admissions & Continued Occupancy Policy (ACOP) Chapter 4: Applications, Waiting List and Tenant Selection; Section 4-II.B Organization of the Wait List specifies *"the PHA will not adopt site based waiting lists"*.

**Current Issue:** To keep site continuity, staff is recommending the Kansas City, Kansas Housing Authority Admissions & Continued Occupancy Policy (ACOP) Chapter 4: Applications, Waiting List and Tenant Selection; Section 4-II.B Organization of the Wait List Kansas City language be amended to read *"the PHA WILL adopt a site-based waiting list for the former Bonner Springs Housing Authority public housing units absorbed by the KCKHA."* The required forty-five-day review and comment period for interested parties ended August 12, 2021. The notification advising of revision to the ACOP and Chapter 4: Applications, Waiting List and Tenant Selection was publicly posted June 29, 2021 at the three branches of the KCK Public Libraries, UG City Hall and all KCKHA offices.

**Board Action:**

Approve Resolution No. 2021-16, if appropriate.