



Agenda

Housing Authority of the City of Kansas City, Kansas

Special Meeting

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

Held Electronically
via Zoom

- I. Roll Call
- II. Approval of the Minutes
Special Board Meeting October 21, 2021
(Pages 1—8)
- III. Executive Director's Report
(Pages 9—36)
- IV. Committee Reports
- V. New Business Consent Items:
 - Resolution No. 2021-25 Authority to Reject the Bids received from MegaKC Corporation and N.W. Rogers Construction, Inc. for the Retaining Wall Repair and Replacement for K1-54 (7) Scattered Sites located at approximately 5th Street and Cleveland Ave. in Kansas City, Kansas
(Pages 37—39)
 - Resolution No. 2021-26 Authority to Reject the Proposal received from Vets Securing America for Security Services at K1-55 Wyandotte Towers located at 915 Washington Boulevard in Kansas City, Kansas
(Pages 40—41)
- VI. New Business Discussion Items: None
- VII. Executive Session
- VIII. Adjournment

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

Thursday, October 21, 2021
12:30 p.m.

Held Electronically
via Zoom

On the 21st day of October 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
*Rachel Jefferson, Commissioner
P. Anne McDonald, Commissioner
J.D. Rios, Commissioner
Cardelia Walker, Commissioner
Linda Warner, Commissioner

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

ALSO, PRESENT: Andrea Tapia, Executive Director/CEO
Cherrie Escobar, Director of Section 8
Gerald Glavin, Asst. Director of Housing Operations-FM
Mark Hatchett, Asst. Director of Housing Operations-HM
Jacqueline D. Randle, Executive Services Manager
Caroline Rogers, Asst. Director of Finance
Anthony J. Shomin, Director of Contract Administration
Elaine Stroud, Director of Housing Operations
Nebyu Tilahun, Director of Finance
Kendra Tyler, Housing Management Coordinator
Michael Stephens, Citron Cooperman
Debbie Boyer, CBIZ
Jonathan Krass, CBIZ

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 August 19, 2021 as amended. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

AYES: Banks, Barber, Crawford, McDonald, Rios, Tomasic, Watkins

NAYS: None

ABSENT: Jefferson, Rhodes, Walker, Wilson

ABSTAIN: Warner

Motion carried.

Chairman Watkins called for approval of the minutes. Commissioner Rios made the motion to approve the minutes of September 16, 2021. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Jefferson, Rhodes, Walker, Wilson

ABSTAIN:

Motion carried.

Executive Director's Report

- Ms. Tapia advised that the KCKHA signed a 504 Voluntary Compliance Agreement with HUD on September 29, 2021. The agreement is posted to our website. A copy has been sent to the Board via email.
- Mr. Stephens will provide our audit report and the great job we have done as a housing agency.
- CBIZ will discuss our benefit package. They are going back to negotiate with the insurance carrier to get better rates.
- We held a vaccine incentive and gave away two \$100 gift cards in a drawing for employees who were fully vaccinated. The winners were Tamu DeFoe, Property Manager and Garland Johnson, Maintenance Mechanic. Vice-Chairman Banks asked how many responded to the raffle. Ms. Tapia advised there were between 35-40 who participated in the raffle.

Auditor's Report

Mr. Michael Stephens, partner with Citron Cooperman, provided an audit report on PowerPoint for year ending March 31, 2021. He noted a draft audit was being presented prior to submission to HUD. The report consists of a 75-page document of which Mr. Stephens provided the highlights. Citron Cooperman has audited the Kansas City, Kansas Housing Authority for three years. The goal of the audit is to get the submission into REAC and is due December 31, 2021 and submission to the federal audit clearing house is also due by December 31, 2021. CHIG was not included in this audit and went away entirely this year. Mr. Stephens commended staff for having no audit findings.

Commissioner Rios questioned the reasoning for the delay in submission. Mr. Tilahun noted there was an extension due to COVID-19. Mr. Stephens further clarified that the extension was HUD driven, but not OMB driven and there were no repercussions for the delay in submission. Commissioner Rios stressed that timeliness is essential and would like us to be on top of these deadlines.

Mr. Stephens acknowledged the Housing Authority was very prepared for the audit and very responsive to questions from the auditors. There were no difficulties with the audit, and he commended staff. The clearinghouse submission will take place once the statements are finalized. Mr. Stephens concluded his presentation noting he was happy to answer questions. Vice-Chairman Banks noted he is on several boards and this is in the top two or three audits of any board he has sat on. He commended staff after all we have gone through the last three years and with the virus, the transitions and all of that has not had an adverse effect on our ability to be audited. He commended the staff and Ms. Tapia. Commissioner Rios noted that was well-stated. Commissioner Barber added further accommodations to staff. Stating that having been an auditor himself, it makes things so much easier when the staff is compliant and cooperative. He feels good that staff was well prepared, eager, and responsive to the auditors which had a lot to do with the outcomes of this audit. Chairman Watkins thanked the auditor and everyone for their comments.

CBIZ Report

Mr. Jonathan Krass and Ms. Debbie Boyer were present for CBIZ, the agency's insurance broker. Mr. Krass introduced himself as a senior Account Executive with CBIZ. Ms. Boyer was introduced as a senior Account Manager. *A PowerPoint presentation was introduced.* Mr. Krass indicated there was still some work to be done as they still negotiating with the health insurance provider. Blue Cross/Blue Shield (BC/BS) is offering two health insurance plans. The initial quote came in with an 11.9 percent increase and we are now at 10.9 percent due to an increasing loss ratio and multiple ongoing medical conditions. There are less than 100 employees on the plan, so BC/BS can only provide vague utilization data. He noted that Delta Dental of Kansas will not increase its rates for 2022. The vision coverage is with Aetna Vision and there is a decrease in rates for 2022. The

current healthcare cost with BC/BS is \$1.1 Million, the increase will bring it to \$1.2 Million. The annual increase is just shy of \$120,000 with no plan changes. CBIZ will go back to BC/BS for a more palatable increase. If BC/BS will not be able to bring the renewal down, we will look at plan design changes and if that is not acceptable, we can look at marketing the plan to competing carriers. BC/BS could see this as a threat if we are able to get lower rates somewhere else. The dental and vision renewal has been confirmed with Ms. Tapia and Ms. Randle and they are still working on the BC/BS renewal.

Commissioner Rios asked what the average increase on medical renewals has been. Mr. Krass noted the increases have been in the double-digit range. Claims have been higher than the previous twelve months due to the uptick in individuals using services with the relaxing of COVID restrictions. Ms. Boyer added we are seeing an increase with all the insurance carriers. Commissioner Rios noted that with inflation nearing 6 percent and this increase being slightly above that, he wanted people to know he worked for the school district for 34 years and CBIZ was their broker. He trusts CBIZ and feels a 10.9 percent increase, given the various factors, is a reasonable offer by BC/BS. He noted we must look at how comfortable employees are with the current structure. He asked do we really want a higher deductible to get the cost down. Mr. Krass noted that CBIZ has about 90 percent of the school districts in this area. He noted the agency would have to decide if they want to increase the deductible vs. the paycheck increase. He noted the agency has a good structure in place currently. He further explained the Spira Care model would not be available with another carrier. Vice-Chairman Banks noted he would trust CBIZ to work in the best interests of the Housing Authority and staff. Commissioner Barber noted it was a good proposal, even though no one likes increases. Mr. Krass explained that if they are not successful, an option would be to solicit bids from other insurance carriers. Commissioner Barber asked was there enough time to do this with a January renewal date. Mr. Krass stated there was enough time, and a census has been sent over for Housing Authority staff to complete. Ms. Tapia noted that we have employees receiving salaries from grant funded programs and this amount is hard to adjust. This increase could decrease their salaries. We also want to get additional employees to enroll, and we do not want people to leave due to the high cost of insurance.

Committee Reports

Bylaws

Commissioner Barber noted he is preparing for a meeting of the Bylaws Committee. He will distribute copies of the bylaws prior to the Bylaws Committee meeting and will meet with Ms. Tapia in advance of the Bylaws Committee meeting. Commissioner Barber stated that he is preparing an agenda for the meeting. He is looking at the first or second week in November for the Bylaws Committee to meet.

Finance

Commissioner McDonald apologized for not having a written report. She noted that the Finance Committee spent a fair amount of time on Resolution No. 2021-22, write-offs. The write-offs are a moderately large amount because people have made more money than they reported which is referred to as retroactive rent. There are a few people with \$5,000 in arrears, largely due to COVID restrictions and hopefully this will change. This money can be recouped if they return to housing. The audit report was also reviewed. Commissioner McDonald gave kudos to staff for a good audit.

Personnel

Vice-Chairman Banks noted they are planning to meet in November to pick up where they left off with the performance appraisal modification process.

Resident Participation

Ms. Davis Mays noted in her written comments (*on Zoom*) that the residents met on September 21, 2021.

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

New Business Consent Items:

Chairman Watkins called for a vote on the consent agenda. Commissioner Rios made the motion to approve Resolution Nos. 2021-21 and 2021-22. Commissioner Warner seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Rhodes, Tomasic, Wilson

ABSTAIN: None

Motion carried.

Resolution No. 2021-21, authority to accept the bid and authorize a contract for the modernization of elevator equipment at K1-56 Bethany Towers located at 1131 Central in Kansas City, Kansas with MEI Total Elevator Solutions.

This resolution authorizes a contact with MEI Total Elevator Solutions (MEI) for the modernization of elevator equipment at Bethany Towers. The Kansas City, Kansas Housing Authority (KCKHA) has a service agreement with MEI for maintenance of elevator equipment in seven of the KCKHA's high-rises. MEI has determined that the equipment at Bethany Towers is difficult to obtain and needs to be modernized. The elevators are currently working, and our policy is to keep at least one elevator always working. Due to the ongoing issues and complaints from residents, staff hired an architect to prepare plans to modernize the elevators at Bethany Towers. The Invitation to Bid was prepared and sent to local media, posted on our website, and mailed directly to 12 elevator companies and 179 general contractors. A pre-bid conference was held on September 8, 2021 that allowed potential bidders to ask questions and see the elevators at Bethany Towers. Two contractors bid the work: MEI Total Elevator Solutions and Southtown Glass, Inc. dba SGI Corporation. Bids were \$949,555 for SGI Corporation and \$787,830 for MEI making them the responsive low bidder. MEI has been in business for 50 years. The KCKHA has prior experience with MEI and has received satisfactory results. Additionally, a reference check provided positive feedback. There is \$790,000 budgeted in the 2019 Capital Fund Program. The architect's estimate for this work is \$726,630. MEI does not appear on the list of principals excluded from Federal Procurement or Non-procurement Programs. The KCKHA's Procurement Policy requires that bids over \$75,000 be approved by its Board of Commissioners. The staff and architect's recommendation are to accept the bid and enter a contract with MEI in the amount of \$787,830 for elevator modernization at Bethany Towers.

RESOLUTION NO. 2021-21—AUTHORITY TO ACCEPT THE BID AND AUTHORIZE a CONTRACT FOR THE MODERNIZATION OF ELEVATOR EQUIPMENT AT K1-56 BETHANY TOWERS LOCATED AT 1131 CENTRAL AVENUE IN KANSAS CITY, KANSAS WITH MEI TOTAL ELEVATOR SOLUTIONS.

Motion carried.

Resolution No. 2021-22, authorizing collection loss write-offs.

Collection loss write-offs are submitted to the Board of Commissioners for approval twice a year in March and September. The write-offs represent uncollectible dwelling rents and other charges which include maintenance charges, retroactive rent due to unreported income and court fees. HUD allows these write-offs only when a tenant vacates the property. Staff is asking the Board to approve write-offs in the amount of \$117,586.72 for September 2021.

RESOLUTION NO. 2021-22, COLLECTION LOSS WRITE-OFFS.

Motion carried.

New Business Discussion Items:

Resolution No. 2021-23, authorizing revisions to the Personnel Policy to include recordings in the workplace, was introduced.

Ms. Tapia noted that this resolution was done so there is no one being recorded without prior consent or meetings being recorded with prior consent. This was not in our policy. We reached out to legal counsel for input and wording for the policy. Commissioner Barber asked for a background as to how and why this came up. Ms. Tapia noted it was a personnel matter and she could provide greater detail in closed session as she did not want to embarrass anyone in open session. She reminded the Board that this was addressed in closed session a couple of months ago. Chairman Watkins agreed to have this discussed as a personnel matter in Executive Session.

Commissioner Warner made the motion to approve Resolution No. 2021-23. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Rhodes, Tomasic, Wilson

ABSTAIN: None

Motion passed.

RESOLUTION NO. 2021-23—AUTHORIZE REVISIONS TO THE PERSONNEL POLICY TO INCLUDE RECORDINGS IN THE WORKPLACE.

Resolution No. 2021-24, authority to adopt the Section 504 Coordinator job description, was introduced.

Ms. Tapia explained that to follow the 504 Compliance agreement HUD is requiring that we need to hire a 504 Coordinator and we need a job description for that role. HUD is stating that any agency receiving government subsidy that has 15 or more individuals is required to have a 504 Coordinator. For this reason, the 504 Coordinator is being submitted for approval.

Vice-Chairman Banks made the motion to approve Resolution No. 2021-24. Commissioner Barber seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Rhodes, Tomasic, Wilson

ABSTAIN: None

Motion carried.

Executive Session

Commissioner Barber made a motion to go into Executive Session for 10 minutes to discuss personnel and real estate matters. Commissioner McDonald seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Rhodes, Tomasic, Wilson

ABSTAIN: None

Motion carried.

Executive session began at 1:45 p.m. and ended at 1:55 p.m. Ms. Tapia was present during Executive Session.

Chairman Watkins called for the meeting to adjourn.

Matthew T. Watkins, Chairman

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

To: Board of Commissioners
From: Andrea Tapia, Director/CEO
Date: November 18, 2021
Re: Executive Director's Report

Administration

Utility Study

Each year Public Housing Authorities (PHAs) must review their payment standards and conduct a Utility Allowance Comparison Study. The utility study is calculated based upon housing type, locality, and average consumption. The results of the study help PHAs to create a utility schedule that can help families estimate the cost of utilities for the housing they choose to live in.

KCKHA has requested that Nelrod conduct a utility study for our area. We will review the results and determine if an adjustment of our utilities is warranted and if so KCKHA will make the necessary changes to the payment standard.

Operating Funds

As we near the end of the year, we will begin the process of preparing our 2022 financial budget. Division Directors have been asked to participate in this process so that they can provide their input concerning areas they believe need additional financial support. We plan to meet within the next few weeks to discuss and create a financial budget that captures the financial elements of our organization while remaining true to our vision and mission.

Mental Health Awareness Training

Wellness in the workplace is our top priority and providing support and training to our staff is where it begins. On January 13, 2022, Mental Health America of the Heartland (MHAH) will present a 3-hour interactive workshop on "Mental Health 101". The workshop will cover the major mental illnesses and ways to approach those experiencing depression, anxiety, bipolar and schizophrenia disorders. It will be an opportunity to learn effective ways to respond to those with mental illnesses, especially when they are in crisis. Community resources and treatment strategies will also be

highlighted as they pertain to situations encountered. MHAH will also present a 1-hour workshop on "Self-Care". This workshop will discuss ways to harness the power of self-care in one's life.

504 Voluntary Compliance Agreement

In compliance with the 504 Voluntary Agreement, KCKHA has posted the job opening for the 504 Coordinator position. The 504 Coordinator will report directly to the Executive Director/CEO and serve as the point of contact for all 504 compliance issues. Currently, Tony Shomin will act as the interim 504 Coordinator, until a permanent Coordinator has been appointed.

Annual and 5 Year Plan

Each year the PHA is required to submit to HUD an Annual Plan along with a Five-Year Plan (which is submitted once every 5th PHA fiscal year). KCKHA has completed the Annual and 5 Year Plan and they has been posted to the KCKHA website for a 45-day public comment and review.

Departmental Enforcement Center (DEC)

DEC has reviewed our response to their six recommendations. Out of the six recommendations, one recommendation required additional supportive documentation. We have provided the additional supportive documentation and DEC has reviewed and officially closed out all recommendations.

Bonner Springs

On July 1, 2021, KCKHA became the owner of the Bonner Springs Housing Authority. The full transfer of financials should occur sometime during the week of November 8th, with the filing of the Declaration of Trust.

Networking

Kansas Department of Children and Families

On October 7, 2021, I had the opportunity meet with the staff of the Kansas Department of Children and Families (DCF) to discuss KCKHA housing programs. The staff of DCF had many questions concerning the HCV program guidelines and foster care.

Avenue of Life

On October 13, 2021, I had the pleasure of touring the Avenue of Life and learning about the many programs and resources they provide to the many individuals and families within our community. We discussed the opportunity to partner and expand our reach to help those who benefit from our combined services.

Kansas City Kansas Community College

On October 14, 2021, Dr. Greg Mosier, President of the Kansas City, Kansas Community College (KCKCC), met KCKHA staff to discuss a partnership between the KCKHA Family

Self-Sufficiency (FSS) Program and KCKCC, providing FSS participants a chance to attend college courses and earn a college degree. We are excited to partner with KCKCC and the opportunities it provides our FSS participants.

PC's for People

On October 15, 2021, PC's for People met with KCKHA staff to discuss the importance of affordable, high-speed internet for low-income families. PC's for People is looking to establish a consortium of partners to apply a holistic approach to digital equity. We look forward to partnering with PCs for People to help our families access affordable Wi-Fi and access to affordable computers.

Impact KCK

On October 26, 2021, I was invited to speak with the members of Impact KCK to discuss the many programs and resources we provide as a housing agency.

Justice & Equity Coalition

On October 27, 2021, I was invited to the Justice & Equity Coalition to share the many resources and programs KCKHA provides to low-income families.

Friends of Yates

On October 29, 2021, I had the pleasure of attending the Friends of Yates 20th Annual Domestic Violence Community Awards Luncheon. This was a very special moment for KCKHA, because one of our own was being honored. Our Director of Housing Operations, Elaine Stroud, received the Clyde E. Townsend/Rosalyn Brown Distinguished Service Award. This is just another example of the exceptional employees working for KCKHA.

The following are monthly reports provided by staff:

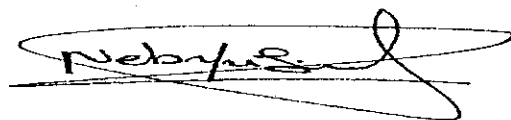
- A. Statement of Funds
- B. Delinquency Report
- C. Disbursements of \$1,000
- D. Operating Receipt and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Monthly Move-outs and Move-ins
- H. Modernization Report
- I. Resident Initiative Report
- J. Section 8 Utilization Report
- K. ACOP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

Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended October 31, 2021

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$376,202.89	Liberty
Payroll Account	0.00%		\$62,703.64	Liberty
ACH Pymt Account	0.15%		\$36,432.14	Liberty
Rent Depository Account	0.00%		3,777,760.50	Bank of Labor
Rent Bank Deposit Accounts	0.70%		\$196,719.36	Various
Homeless Prevention Program	0.90%		5,557.11	Bank of Labor
Sponsorship Program	0.50%		19,747.47	Bank of Labor
Section 8 Checking	0.00%		142,069.45	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,842.76	Liberty
Family Self Sufficiency	0.10%		\$7,990.17	Bank of Labor
KCKHA Debt Service Account			\$406,400.40	Deutsche Bank
CD#120245349	0.10%	03/01/22	\$500,000.00	Bank of Labor

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

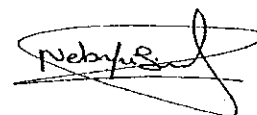
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Nebyu Tilahun
 Director of Finance

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

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$283,105.31	(\$92,179.41)	\$190,925.90
Total Charges to Tenants for Month			\$435,652.91
Delinquency Ratio			43.83%
Petitioned to Court			<u>2</u>
Praecipes Issued			<u>2</u>
Evictions			<u>2</u>
Pending Evictions			<u> </u>



Nebyu Tilahun
Director of Finance

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of OCTOBER '21

CONTRACTS

VETS Securing America	\$14,298.47
VETS Securing America	\$12,275.98

MAINTENANCE COSTS

BAILEY INDUSTRIAL CLEANING	\$6,435.00
Booney's Lawn Service	\$5,125.00
Builders Overhead Door Service	\$2,125.00
CALHOUN LAWN CARE, LLC	\$7,825.00
Carpet Corner Inc.	\$4,311.08
CINTAS CORPORATION No. 2	\$1,013.69
CINTAS CORPORATION No. 2	\$1,005.51
CINTAS FIRE	\$2,994.03
CITRIN COOPERMAN & COMPANY	\$5,500.00
DAVID ALLEN HENDERSON DBA	\$3,220.00
DAVID ALLEN HENDERSON DBA	\$3,220.00
Design Mechanical, Inc.	\$3,293.14
Design Mechanical, Inc.	\$1,802.00
Ferguson Enterprises Inc.	\$2,746.03
Fire & Security Solutions	\$7,222.47
Fire & Security Solutions	\$2,226.45
H.D. Supply	\$2,511.86
H.D. Supply	\$1,631.09
Home Depot Pro-SupplyWorks	\$2,040.71
Home Depot Pro-SupplyWorks	\$1,398.84
Home Depot Pro-SupplyWorks	\$1,374.24
Johnstone Supply Co.	\$1,006.38
Kansas City Winnelson Co.	\$3,246.27
Kansas City Winnelson Co.	\$1,079.83
Lowes	\$1,161.15
Martin Mechanical Corporation	\$31,948.00
Martin Mechanical Corporation	\$3,606.00
MEI TOTAL ELEVATOR SOLUTIONS	\$4,112.01
MIDWEST BED BUG SERVICES	\$1,500.00
Office of the Fire Marshal	\$1,970.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$5,310.00
PDQ Supply Inc.	\$1,085.34
Plumb Supply Company, LNX	\$16,687.03
Plumb Supply Company, LNX	\$1,592.73
Plumb Supply Company, LNX	\$1,393.88
Reddi Services	\$2,439.00
SMITH SERVICE, LLC	\$6,625.00

SOS Pest Control	\$2,250.00
Strasser Hardware	\$2,235.37
SUTTON REMODELING, LLC	\$4,010.00
SUTTON REMODELING, LLC	\$3,470.00
Trugreen Chemlawn	\$1,058.21
Verizon Wireless	\$2,540.95
Waste Management	\$7,816.95
Waste Management	\$7,681.35
Zep Manufacturing Company	\$1,459.85
Zep Manufacturing Company	\$1,195.39
Zep Manufacturing Company	\$1,101.98

MISCELLANEOUS

American Express	\$3,899.11
AT&T	\$8,779.21
AT&T	\$6,104.84
AT&T	\$2,248.57
ConvergeOne, Inc	\$6,681.02
ENTERPRISE FM TRUST	\$5,261.77
Kinkos Fedex	\$2,777.92
MASTERCARD	\$1,462.83
New Village Printing & Promotional, LLC	\$1,099.46
OFFICE ESSENTIALS, INC	\$2,544.08
OFFICE ESSENTIALS, INC	\$2,042.67
ONLINE INFORMATION SERVICES, INC	\$2,009.00
PayLease, LLC	\$3,017.86
REPUBLIC SERVICES #468	\$1,807.14
Sherwin-Williams Co	\$5,948.29
Talx Corporation	\$3,032.99
U.S BANK EQUIPMENT FINANCE	\$2,804.11
WEX BANK DBA WRIGHT EXPRESS FSC	\$6,183.69
WM Corporate Services, Inc as Payment Ag	\$1,997.44

MODERNIZATION

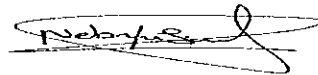
Davidson & Associates Inc.	\$11,504.00
Home Depot Pro-SupplyWorks	\$2,231.42
Kansas City Winnelson Co.	\$1,162.14
Kenton Brothers Locksmiths, Inc	\$40,846.30
Lowes	\$3,747.61
Sherwin-Williams Co	\$10,859.50
Smallwood Locksmiths, Inc	\$5,053.25
Stanion Wholesale Elec. Co.	\$1,690.08

PAYROLL COSTS

AFLAC PREMIUM HOLDING	\$3,362.58
Blue Cross Blue Shield Of KC	\$89,143.58
Colonial Life & Accident Ins	\$3,878.68
Delta Dental	\$4,541.76
Kansas Payment Center	\$1,109.57
Kansas Public Employ Ret Syst	\$30,736.47
Kansas Public Employ Ret Syst	\$29,187.57
Kansas Public Employ Ret Syst	\$28,773.65
Nationwide Retirement Solution	\$2,600.00
Nationwide Retirement Solution	\$2,600.00
Nationwide Retirement Solution	\$2,330.00
UMB HEALTH SAVINGS ACCT	\$1,160.00
UMB HEALTH SAVINGS ACCT	\$1,160.00

***UTILITIES**

Board Of Public Utilities	\$98,014.67
Board Of Public Utilities	\$80,092.40
Board Of Public Utilities	\$73,976.02
Constellation New Energy-Gas	\$1,921.87
EVERGY	\$2,065.48
Kansas Gas Service	\$10,117.03
Kansas Gas Service	\$1,268.55



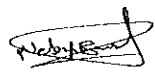
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending September 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
OPERATING INCOME:									
Dwelling Rent				\$2,464,896.25	51%	\$4,831,188.00			
Fraud Recovery Income							\$56,027.84		
Interest Income	\$580.49	264%	\$220.00	\$189.03	12%	\$1,540.00			
Tenant Income				\$131,183.72	50%	\$261,363.00			
Transfer from CFP				\$44,782.18	4%	\$1,097,012.00			
Other Income	\$292,848.06	53%	\$549,425.00	\$161,514.19	275%	\$58,630.00	\$4,652.55		
Fee for Services - COCC	\$732,814.92	52%	\$1,402,710.00						
Management Fees	\$945,400.08	51%	\$1,870,490.00						
Total Operating Income	\$1,971,643.55	52%	\$3,822,845.00	\$2,802,565.37	45%	\$6,249,733.00	\$60,680.39		
Operating Subsidy				\$4,670,305.00	54%	\$8,716,623.00			
Section 8 Admin Fees							\$422,980.00	52%	\$819,070.00
Total Operating Receipts	\$1,971,643.55	52%	\$3,822,845.00	\$7,472,870.37	50%	\$14,966,356.00	\$483,660.39	59%	\$819,070.00
OPERATING EXPENSES:									
Administrative Salaries	\$472,012.33	42%	\$1,126,387.00	\$446,432.11	43%	\$1,045,950.00	\$160,468.18	45%	\$356,623.00
Management Fees				\$800,905.08	51%	\$1,573,740.00	\$144,495.00	49%	\$296,751.00
Other Admin Expenses	\$93,120.59	53%	\$175,312.00	\$178,072.84	45%	\$392,262.00	\$31,139.74	49%	\$63,855.00
Tenant Services									
Tenant Services Salaries				\$9,162.12					
Resident Assoc Expenses				\$415.00	2%	\$25,350.00			
Other Expenses				\$33,093.21	196%	\$16,924.00			
Total Utilities	\$20,641.66	42%	\$48,630.00	\$1,216,356.66	42%	\$2,864,776.00			
Maintenance Salaries	\$453,245.40	37%	\$1,216,464.00	\$790,025.82	47%	\$1,691,218.00			
Maint Materials	\$184,092.82	161%	\$114,318.00	\$159,605.12	24%	\$653,582.00	\$1,002.77	90%	\$1,110.00
Fee for Services - COCC				\$732,814.92	52%	\$1,402,710.00			
Other Maint Contracts	\$95,785.54	75%	\$128,134.00	\$625,830.75	47%	\$1,319,804.00	\$17,462.68	59%	\$29,493.00
Security Salaries									
Other Security Expense			\$2,500.00	\$31,865.38	19%	\$166,533.00			
Insurance	\$55,292.78	48%	\$115,091.00	\$284,559.42	50%	\$568,021.00	\$12,575.15	47%	\$26,652.00
Terminal Leave Payments									
Employee Benefit Contributions	\$337,375.09	42%	\$795,119.00	\$533,076.47	57%	\$928,944.00	\$56,374.57	47%	\$121,031.00
Collection Losses				(\$18,219.08)	-3%	\$549,310.00			
Interest Expense				\$275,131.38	46%	\$596,652.00			
Other General Expense	\$1,010.12			\$1,702.47	426%	\$400.00	\$6,638.20	60%	\$11,000.00
Total Routine Expenses	\$1,712,576.33	46%	\$3,721,955.00	\$6,100,829.67	44%	\$13,796,176.00	\$430,156.29	47%	\$906,515.00
COVID	\$2,487.37			\$637.00					
Total Operating Expenses	\$1,715,063.70	46%	\$3,721,955.00	\$6,101,466.67	44%	\$13,796,176.00	\$430,156.29	47%	\$906,515.00
Prior Year Adjustments									
Total Operating Expenditures	\$1,715,063.70	46%	\$3,721,955.00	\$6,101,466.67	44%	\$13,796,176.00	\$430,156.29	47%	\$906,515.00
Gain/(Loss) from Operations	\$256,579.85		\$100,890.00	\$1,371,403.70		\$1,170,180.00	\$53,504.10		(\$87,445.00)

*** September is the 6th month of the Fiscal Year Ending March 31st

*** Percentage 50% or 6/12th of the year


 Nebyu Tilahun
 Director of Finance

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

CUSTOMER SERVICE & SATISFACTION SURVEY - OCTOBER 2021

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
10/01/21	111	15	126	9	9	0	6
10/04/21	117	19	136	8	8	0	11
10/06/21	121	20	141	5	5	0	15
10/07/21	161	21	182	9	9	0	12
10/08/21	63	9	72	1	1	0	8
10/11/21	55	7	62	2	2	0	5
10/12/21	105	19	124	5	5	0	14
10/13/21	169	20	189	5	5	0	15
10/14/21	137	15	152	5	5	0	10
10/15/21	84	20	104	10	10	0	10
10/18/21	60	19	79	9	9	0	10
10/20/21	105	16	121	6	6	0	10
10/21/21	109	16	125	4	4	0	12
10/25/21	144	18	162	3	3	0	15
10/27/21	124	15	139	7	7	0	8
10/28/21	81	10	91	6	6	0	4
TOTAL	1,746	259	2,005	94	94	0	165
			(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 36% of the service work orders completed
- (b) No Response 64% 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	47	39	86
Units in Mod	9	28	37
Juniper in Mod	151	0	151
Fire Units	0	0	0
Defer Maint	4	1	5
Rentable Units	43	38	81
Move-Ins	5	26	31
Move-Outs	12	25	37
Units Available	13	11	24

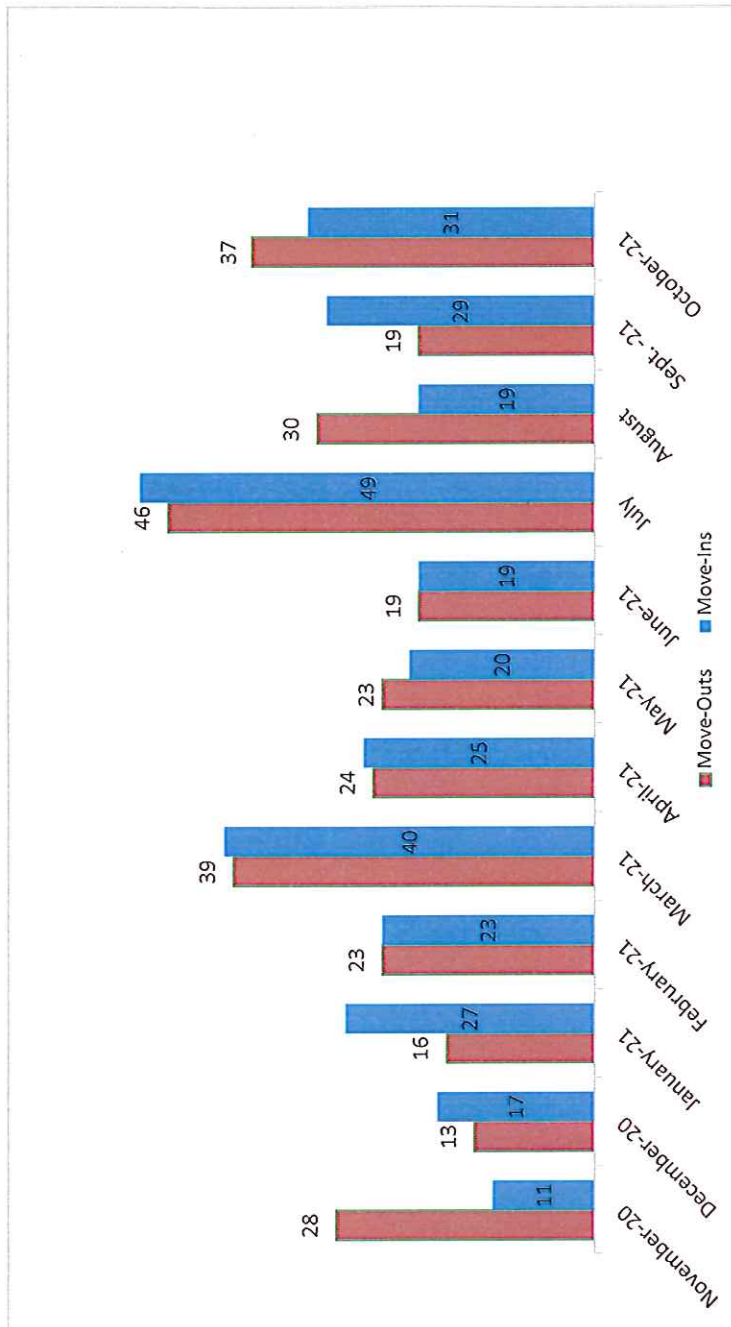
**Kansas City, Kansas Housing Authority
October 2021 Occupancy Report**

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	151	12	-	43%	43%
K1-2 D(1) ST. MARGARETS PARK	100	94	5	1		95%	96%
K1-3 D(1) CYRUS K. HOLIDAY	60	55	4	1	-	93%	98%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	287	9	6	-	97%	97%
K1-5*M(2) D(1) BELROSE MANOR	90	84	5	1		94%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	99	2	-	-	98%	98%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	88	8	3		92%	92%
K1-7 D(1) SCATTERED SITES	24	20	2	2		92%	96%
K1-9 D(1) SCATTERED SITES	30	27	3			90%	90%
K1-10 *M(2) SCATTERED SITES	42	36	6			86%	88%
K1-11 M(1) D(1) GRANDVIEW PARK	40	32	6	1	1	85%	90%
K1-12 D(2) CHALET MANOR	66	55	9	2		86%	89%
K1-13 WELBORN VILLA	80	77	3	-		96%	96%
K1-14 BETHANY PARK TOWERS	153	146	7	-		95%	98%
K1-15 *M(6) SCATTERED SITES	20	11	-	-	9	100%	100%
K1-17*M(1) GLANVILLE TOWERS	108	105	3		-	97%	98%
K1-18 ROSEDALE TOWERS	122	118	4	-		97%	97%
K1-20 D(1) WESTGATE TOWERS	163	151	11	1		93%	94%
K1-21 D(1) SCATTERED SITES	8	8	-			100%	100%
K1-22 WESTGATE VILLA	20	19	1			95%	95%
K1-23 D(1) SCATTERED SITES	38	38	-			100%	97%
K1-24 M(18) PLAZA TOWERS	115	87	3		25	97%	100%
K1-25 D(1) SCATTERED SITES	12	11	-	1		100%	100%

REPORT F

Kansas City, Kansas Housing Authority
October 2021 Occupancy Report (Rentable Units)

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	-	12	151	100%	100%
K1-2 D(1) ST. MARGARETS PARK	100	94	5	1		95%	96%
K1-3 D(1) CYRUS K. HOLIDAY	60	55	4	1	-	93%	95%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	285	11	6	-	96%	97%
K1-5*M(2) D(1) BELROSE MANOR	90	84	3	1	2	97%	97%
K1-6 Elderly DOUGLAS HEIGHTS	101	99	2	-	-	98%	98%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	88	8	3		92%	92%
K1-7 D(1) SCATTERED SITES	24	20	2	2		92%	96%
K1-9 D(1) SCATTERED SITES	30	27	3			90%	90%
K1-10 *M(2) SCATTERED SITES	42	36	4		2	90%	93%
K1-11 M(1) D(1) GRANDVIEW PARK	40	32	6	1	1	85%	90%
K1-12 D(2) CHALET MANOR	66	54	9	2	1	86%	90%
K1-13 WELBORN VILLA	80	77	3	-		96%	96%
K1-14 BETHANY PARK TOWERS	153	146	6	-	1	96%	98%
K1-15 *M(6) SCATTERED SITES	20	11	-	-	9	100%	100%
K1-17*M(1) GLANVILLE TOWERS	108	105	3		-	97%	98%
K1-18 ROSEDALE TOWERS	122	118	4	-		97%	97%
K1-20 D(1) WESTGATE TOWERS	163	151	11	1		93%	94%
K1-21 D(1) SCATTERED SITES	8	8	-			100%	100%
K1-22 WESTGATE VILLA	20	19	1			95%	95%
K1-23 D(1) SCATTERED SITES	38	38	-			100%	97%
K1-24 M(18) PLAZA TOWERS	115	87	-		28	100%	97%
K1-25 D(1) SCATTERED SITES	12	11	-	1		100%	92%



MODERNIZATION AND DEVELOPMENT REPORT **November, 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 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; K1-57 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 was 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.

K1-20 CHILLER REPLACEMENT

Bids were received on August 18th, 2021 for this project. The Board authorized the award of a contract at the September 16th, 2021 meeting to Johnson Controls Inc, in the amount of \$314,876.00 for replacement of two chillers. Staff held a pre-construction meeting with the contractor on October 11th, 2021. Contractor submittals have been approved and equipment is ordered. Notice to proceed will be issued when a date is established for delivery of equipment.

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 are complete: KCKHA Thomas M. Scott Maintenance Facility. Contractor has advised that punch list items for Rosedale Tower Elevator have been completed and final inspection is scheduled for 11/9.

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 on the 6th and 5th Floor are complete. Demo is underway on 4th floor and approx.50% complete.

K1-57 PLAZA TOWER RELOCATION

Bids were received for relocation services for Floors 4, 5, and 6 at Plaza Tower on June 11th, 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 5th floor to the 6th floor was completed on July 15, 2021. The relocation of residents from the 4th floor to the 5th floor was completed on October 22, 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 for interior modernization of 9 houses. Staff held a pre-construction meeting with the contractor on April 28th, 2021. Notice to Proceed was issued on July 1st, 2021. Demolition is nearly complete. Electrical rough-in in all 9 houses is nearly complete. 8 have drywall and paint complete.

K1-54 MAINTENANCE FACILITY METAL ROOF RETROFIT

Bids were received on August 24th, 2021 for a metal roof retrofit repair at the KCKHA Maintenance Facility. The Board authorized the award of a contract at the September 16th, 2021 meeting to Western Waterproofing Co. Inc., DBA Great Plains Roofing & Sheetmetal in the amount of \$107,400.00. The pre-construction meeting with the

contractor was held on October 18th, 2021. Material has been ordered, and work will begin upon delivery of material.

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.

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, 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 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. A Physical Needs Reassessment was completed on September 28th, 2021. The Physical Needs Reassessment final report has been received. Resubmission of the Disposition Application is being discussed.

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. All of these relocation moves have been completed.

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. Notice to Proceed was issued on August 18th, 2021. Foundation stabilization is complete at Chalet Manor, Belrose Manor and Scattered Sites 10. Concrete repair/patching and backfilling is underway. Chalet Manor and Belrose Manor are substantially complete. Scattered site #10 anticipated to have concrete/grading complete by week of 11/8.

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 has submitted the necessary paperwork to HUD. HUD has accepted and approved this grant for implementation. Staff is preparing an invitation to bid for environmental testing of the various projects, when this is complete a request for proposals will be prepared for Architectural and Engineering services to prepare plans for the various projects.

RESIDENT INITIATIVE REPORT

NOVEMBER 2021

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

On October 5—6, 2021 I participated in Section 3 Training through the United States Department of Housing and Urban Development, Region VII. This training provided information on the Section 3 Final Rule. The final rule is to seek to improve effectiveness in several ways such as promote employment and career development, focus on reporting key outcomes, aligns reporting with standard business practices, provides program specific oversight, and clarifies obligations. In addition to ensure that employment and other economic opportunities generated by Federal financial assistance for housing and community development programs are to the greatest extent feasible.

On October 12, 2021 I visited our residents in Bonner Springs, Kansas. They are interested in starting a resident's council. There was a total of eleven residents from the high-rise in attendance. I plan to visit the low rises the first of the new year.

On October 14, 2021 Andrea Tapia, Executive Director and I met with Dr. Greg Mosier, President of Kansas City, Kansas Community College (KCKCC). The discussion was to ask the community college to allow the Family Self-Sufficiency participants to enroll in KCKCC at a reduced rate. Dr. Mosier was excited about this collaboration. He will provide Ms. Tapia the presentation that he presented to the KCKHA Board of Commissioners.

On October 21, 2021 *Meet the Candidates* was held at Wyandotte Towers. This was for the residents to meet the candidates that were running for the position of Resident Commissioner. Rev. Oliver Singleton was the sole nominee. He was unable to attend the meeting due to a conflict in his schedule.

On October 25, 2021 the election was held for Resident Commissioner. Rev. Oliver Singleton was elected by the residents as the new Resident Commissioner. Congratulations to Rev. Singleton. His name was submitted to Mayor Alvey to be appointed by the Unified Government Commission.

Section 8 Housing Choice Voucher Program Monthly Management Report

November 2021

HOUSING CHOICE VOUCHER (HCV)																												
Section 8	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 Actual & Anticipated)	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	ATTRITION RATE					
																							Monthly Attrition	Percent of Total Vouchers Leased	Average YTD Attrition	Average YTD Attrition		
	6,363,069	909,010																						14	1.1%	16	1.3%	
June	\$6,363,069	\$845,732	\$ 233	\$ 685	\$ 852,812	\$ 7,080	1,238	1,642	1,238	1,642	(404)	(404)	17	10	72	75.4%	101.6%	75.4%	101.6%					18	1.5%	17	1.4%	
July	\$5,517,337	\$837,603	\$ 232	\$ 690	\$ 850,487	\$ 12,884	1,233	1,642	1,233	1,642	(409)	(409)	13	21	98	75.1%	101.4%	75.1%	101.4%					22	1.8%	18	1.5%	
August	\$4,679,734	\$837,603	\$ 227	\$ 698	\$ 859,485	\$ 21,882	1,229	1,642	1,229	1,642	(413)	(413)	18	38	81	74.8%	102.4%	74.8%	102.4%					15	1.2%	19	1.5%	
September	\$3,195,549	\$863,197	\$ 230	\$ 697	\$ 849,111	\$ (14,086)	1,232	1,642	1,232	1,642	(410)	(410)	17	11	15	75.0%	101.2%	75.0%	101.2%					21	1.7%	19	1.5%	
October	\$2,978,934	\$863,197	\$ 229	\$ 706	\$ 857,640	\$ (5,557)	1,228	1,642	1,228	1,642	(414)	(414)	17	36	59	74.8%	102.2%	74.8%	102.2%					16	1.3%	20	1.6%	
November	\$2,115,737	\$805,652	\$ 231	\$ 712	\$ 853,523	\$ 47,871	1,229	1,642	1,229	1,642	(413)	(413)	12	14	42	74.8%	101.7%	74.8%	101.7%									
December																												

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

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 number of vouchers that have been issued and the voucher holder is searching for a unit. =42

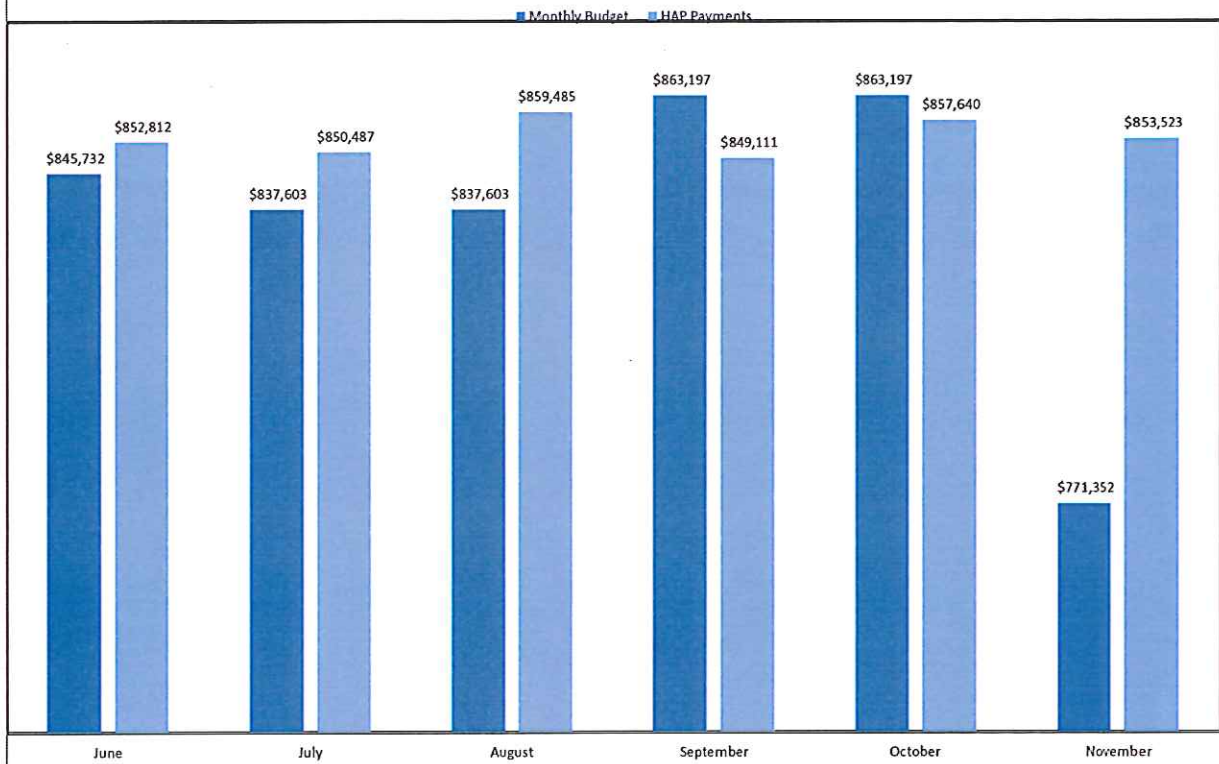
Homeownership: Current number of homeownership vouchers =3

Family Self-Sufficiency Participants (FSS): Current number of participants involved in the Section 8 Family Self-Sufficiency Program. =25

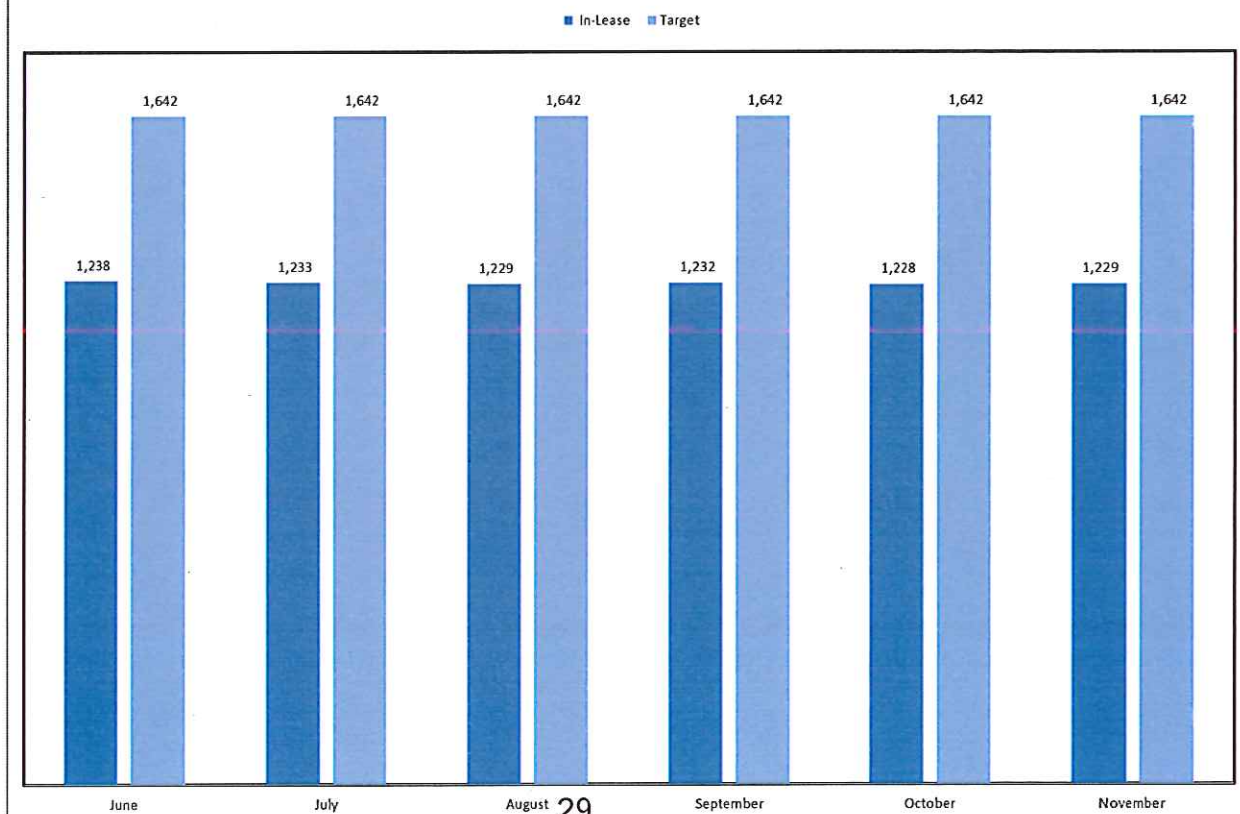
Section 8 Housing Choice Voucher Program Monthly Management Report

November 2021

Section 8 Monthly Housing Assistance Payments



Section 8 Vouchers In-Lease and Target Leasing Rate



Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
November 18, 2021

New Notification Item: Revision to the Kansas City, Kansas Housing Authority's (KCKHA) Admissions & Continued Occupancy Policy (ACOP) Chapter 4: Applications, Waiting List and Tenant Selection, Chapter 12-Transfer Policy and KCKHA Dwelling Lease

Background: The Kansas City, Kansas Housing Authority is required to have policy that reflects accommodations for persons with disabilities. That policy is to have clear guidance on how applicants and residents may request accommodations. The prior language in the KCKHA ACOP and Dwelling Lease did not have the clarity in language that HUD expects.

Current Issue: To keep the Kansas City, Kansas Housing Authority consistent with current disability ADA and accommodation language, staff is recommending language changes in portions of the ACOP and Dwelling Lease. The changes refer to staff taking accommodation requests verbally and assisting, when necessary, applicants and resident completing forms.

The changes are required by CFR 24 to go out for a 45-day public comment period. This is notification by staff to the Board that these proposed changes are being made.

Board Action:

None currently.

Chapter 12: Transfer Policy

Section 5-I.C. will only be required to transfer if it is necessary to comply with the approved exception.

Demolition, Disposition, Revitalizations, or Rehabilitation Transfers

The PHA will relocate a family when the unit or site in which the family lives is undergoing major rehabilitation that requires the unit to be vacant, or the unit is being disposed of or demolished. The PHA's relocation plan may or may not require transferring affected families to available public housing units.

If the relocation plan calls for transferring public housing families to other public housing units, affected families will be placed on the transfer list.

In cases of revitalization or rehabilitation, the family will be offered a permanent transfer to a new unit when a size appropriate unit is available.

12-II.C. ADVERSE ACTION [24 CFR 966.4(e)(8)(i)]

A PHA required transfer is an adverse action. As an adverse action, the transfer is subject to the requirements regarding notices of adverse actions. If the family requests a grievance hearing within the required timeframe, the PHA may not take action on the transfer until the conclusion of the grievance process.

12-II.D. COST OF TRANSFER

The PHA will bear the reasonable costs of transfers that the PHA requires, except that residents will be required to bear the cost of occupancy standards transfers.

The reasonable costs of transfers include the cost of packing, moving, and unloading.

The PHA will establish a moving allowance based on the typical costs in the community of packing, moving, and unloading. To establish typical costs, the PHA will collect information from companies in the community that provide these services.

The PHA will reimburse the family for eligible out-of-pocket moving expenses up to the PHA's established moving allowance.

The KCKHA will bear the reasonable costs associated with a transfer based on reasonable medical accommodation or modification. Costs may be considered unreasonable if they will cause an undue financial and administrative burden on the KCKHA.

PART III: TRANSFERS REQUESTED BY TENANTS

12-III.A. OVERVIEW

HUD provides the PHA with discretion to consider transfer requests from tenants. The only requests that the PHA is required to consider are requests for reasonable accommodation. All other transfer requests are at the discretion of the PHA. To avoid administrative costs and

Chapter 12: Transfer Policy

12-III.D. SECURITY DEPOSITS

When a family transfers from one unit to another, the PHA will transfer their security deposit to the new unit. The tenant will be billed for any maintenance or others charges due for the “old” unit, repayment agreements for “old unit” maintenance charges must be signed prior to transfer approval... Rent repayment agreements will transfer to the new unit.

12-III.E. COST OF TRANSFER

The resident will bear all of the costs of any resident requested transfer s/he requests.

The KCKHA will bear the reasonable costs associated with a transfer based on reasonable medical accommodation or modification. Costs may be considered unreasonable if they will cause an undue financial and administrative burden on the KCKHA.

12-III.F. HANDLING OF REQUESTS

Residents requesting transfer to another unit or development will be required to submit a written request for transfer.

In case of a reasonable accommodation transfer, the PHA will encourage the resident to make the request in writing using a reasonable accommodation request form. However, the PHA will consider the transfer request any time the resident indicates that an accommodation is needed whether or not a formal written request is submitted.

The PHA will respond by approving the transfer and putting the family on the transfer list, by denying the transfer, or by requiring more information or documentation from the family, such as documentation of domestic violence, dating violence, sexual assault, or stalking in accordance with section 16-VII.D of this ACOP.

If the family does not meet the “good record” requirements under Section 12-III.C, the manager will address the problem and, until resolved, the request for transfer will be denied.

The PHA will respond within ten (10) business days of the submission of the family’s request. If the PHA denies the request for transfer, the family will be informed of its grievance rights.

PART IV: TRANSFER PROCESSING

12-IV.A. OVERVIEW

Generally, families who request a transfer should be placed on a transfer list and processed in a consistent and appropriate order. The transfer process must be clearly auditable to ensure that

IV. Payment Location

Rent and other charges can be paid at the Housing Authority Finance Department, ACH (bank account withdrawal), on-line payment or designated Bank locations. Reasonable accommodations will be made if access to payment options cannot be made due to disability related constraints. Individuals with disabilities who cannot complete the paperwork independently or submit requests for accommodations in writing may receive assistance doing so and may submit request verbally. ~~The Housing Authority Finance Department will not accept cash.~~

V. Security Deposit

- (a) Tenant Responsibilities: Tenant agrees to pay an amount equal to \$ «SD_Deposit».00.
- (b) Housing Authority's Responsibilities: The Housing Authority will use the Security Deposit at the termination of this Lease:
 - (1) To pay the cost of any rent or any other charges owed by Tenant at the termination of this lease.
 - (2) To reimburse the cost of repairing any tenant caused damages to the dwelling unit caused by Tenant, household members or guests.
- (c) The Housing Authority shall not charge a higher security deposit for tenants with disabilities who use wheelchairs and/or have service or companion animals necessary as a reasonable accommodation.
The Security Deposit may not be used to pay rent or other charges while Tenant occupies the dwelling unit. No refund of the Security Deposit will be made until Tenant has vacated, and the Housing Authority has inspected the dwelling unit. The return of a security deposit shall occur within 30 days after Tenant moves out. If any, to Tenant when he/she vacates, less any deductions for any costs indicated above, so long as Tenant furnishes the Housing Authority with a forwarding address. If any deductions are made, the Housing Authority will furnish Tenant with a written statement of any such costs for damages and/or other charges deducted from the Security Deposit.
- (d) Entry Card Deposit: Resident agrees to pay \$«KD_Deposit».00. Entry Card Deposit shall be refunded after termination of occupancy and return of card, and Resident shall be issued a statement of any deductions. Payment of the Entry Card Deposit is to be made in full upon occupancy or by payment of \$10.00 upon occupancy, and \$5.00 per month for the following months until balance is paid. [In accordance with the Maintenance Fee schedule, a fee will be charged for replacement of cards.] (See maintenance fee schedule)
- (e) Pet Fee/Deposit: Resident agrees to pay \$75.00 as a Pet Fee and \$100.00, per pet, as a Pet Deposit to be used by the Housing Authority at the termination of this lease toward reimbursement of the cost of cleaning and repairing any damage beyond normal wear and tear to the unit, which has been caused by the Resident's household pet(s). A statement of all deductions will be issued to the resident within 30 days after the Resident yields possession. Payment of the Pet Fee and Pet Deposit must be made in full before pet(s) will be allowed on property. The Pet Fee is non-refundable. The Pet Deposit will be reimbursed at the time of move-out with other deposit reimbursements.

VI. Utilities and Appliances

- (a) Housing Authority-Supplied Utilities: If indicated by an (X) on Part II of the Lease Agreement, the Housing Authority will supply the indicated utility *for Tenants choosing to pay income-based rent*:

(e) Transfers:

- (1) Tenant agrees that if the Housing Authority determines that the size or design of the dwelling unit is no longer appropriate to Tenant's needs, the Authority shall send Tenant written notice. Tenant further agrees to accept a new lease for a different dwelling unit of the appropriate size.
- (2) The Housing Authority may move a Tenant into another unit if it is determined necessary to rehabilitate or demolish Tenant's unit.
- (3) If Tenant makes a written request for special unit features in support of a documented disability, the Housing Authority shall modify Tenant's existing unit. If the cost and extent of the modifications needed are tantamount to those required for a fully accessible unit, the Housing Authority may transfer Tenant to another unit with the features requested at the Housing Authority's expense.
- (4) A tenant without disabilities who is housed in an accessible or adaptable unit must transfer to a unit without such features should a Tenant with disabilities need the unit
- (5) In the case of involuntary transfers, Tenant shall be required to move into the dwelling unit made available by the Housing Authority. Tenant shall be given 5 working days time in which to move following delivery of a transfer notice. If Tenant refuses to move, the Housing Authority may terminate the Lease.
- (6) Involuntary transfers are subject to the Grievance Procedure, and no such transfers may be made until either the time to request a Grievance has expired or the procedure has been completed.
- (7) The Housing Authority will consider any Tenant requests for transfers in accordance with the transfer priorities established in the Admissions and Continued Occupancy Policies. The KCKHA will consider reasonable accommodations in the form of transfers needed due to disability, such as the need to transfer to a first level floor unit or the need to transfer to a larger unit due to disability related equipment.
- (8) The Housing Authority will consider de-concentration of poverty and income-mixing goals when offering transfers, including skipping families on the transfer list and offering rent incentives to higher income families moving into lower income developments.

VIII. Housing Authority Obligations

The Housing Authority shall be obligated:

- (a) To maintain the dwelling unit and the project in a condition that is decent, safe, sanitary, and in good repair;
- (b) To comply with the requirements of applicable building codes, housing codes and other HUD regulations materially affecting health and safety;
- (c) To make necessary repairs to the dwelling unit;
- (d) To keep project building, facilities, and common areas, not otherwise assigned to Tenant for maintenance and upkeep, in a clean and safe condition;
- (e) To maintain in good and safe working order and condition electrical, plumbing, sanitary, heating, ventilating, and other facilities and appliances, including elevators supplied or required to be supplied by the Housing Authority;
- (f) To provide and maintain appropriate receptacles and facilities (except container for the exclusive use of an individual tenant family) for the deposit of garbage, rubbish, and other waste removed from the premise by Tenant as required by this Lease, and to provide disposal service for garbage, rubbish

and other solid waste;

- (g) To supply running water and reasonable amounts of hot water and reasonable amount of heat at appropriate times of the year according to local custom and usage; EXCEPT where the building that includes the dwelling unit is not required by law to be equipped for that purpose, or where heat or hot water is generated by an installation within the exclusive control of Tenant and supplied by a direct utility connection;
- (h) To notify Tenant of the specific grounds for any proposed adverse action by the Housing Authority. (Such adverse action includes, but is not limited to, a proposed lease termination, transfer of Tenant to another unit, or imposition of charges for maintenance and repair, or for excess consumption of utilities.) When the Housing Authority is required to afford Tenant the opportunity for a hearing under the Housing Authority's grievance procedure for a grievance concerning a proposed adverse action:
 - (1) The Notice of the proposed adverse action shall inform Tenant of the right to request such hearing. In the case of lease termination, a notice of lease termination that complies with 966.4(1)(3) shall constitute adequate notice of proposed adverse action.
 - (2) In the case of a proposed adverse action other than a proposed lease termination, the Housing Authority shall not take the proposed action until time to request such a hearing has expired and (if hearing was timely requested) the grievance process has been completed.
- (i) Reasonable Accommodations for Tenants with Disabilities: The concept of reasonable accommodation involves helping a resident meet essential lease requirements; it does not require the lowering or waiving of essential requirements, including but not limited to: "A reasonable accommodation is a change, exception or adjustment to a rule, policy, practice, or service that may be necessary for a person with disabilities to have an equal opportunity to use and enjoy a dwelling, including public and common spaces, or to fulfill their program obligations". Accommodations are not reasonable if they require a fundamental alteration in the nature of the program or impose undue financial and administrative burdens on the Housing Authority. Residents requesting assistant and service animals may make requests in writing or verbally to the Section 504 Coordinator located at 1124 N. 9th Street, KCK 66101: (913) 281-3300.
- (j) To not reduce Tenant's rent due to a reduction in welfare assistance when the welfare reduction is a result of:
 - (1) Fraud by a family member in connection with the welfare program; or
 - (2) Because of welfare agency sanction against a family member for noncompliance with a welfare agency requirement to participate in an economic self-sufficiency program; or
 - (3) Failure to participate in a work activities requirement. The housing authority will verify the above circumstances through the local welfare department through a local agreement with the welfare department to verify such circumstances as quickly as possible.
 - (4) Refusal to reduce Tenant's rent is not applicable if the welfare reduction or termination results:
 - At expiration of a lifetime or other time limit on the payment of welfare benefits; or
 - Because a family member is not able to obtain employment, even though the family member has complied with welfare agency economic self-sufficiency or work activities requirements; or
 - Because a family member has not complied with other welfare agency requirements.

- (o) To give prompt prior notice to the Housing Authority, in accordance with Section VIII hereof, of Tenant's leaving dwelling unit unoccupied for any period exceeding one calendar week.
- (p) To act in a cooperative manner with neighbors and the Housing Authority's Staff. To refrain from, and cause members of Tenant's household or guests to refrain from, acting or speaking in an abusive or threatening manner toward neighbors and the Housing Authority's staff.
- (q) No tenant and or Tenant household member or guest shall carry, possess, keep, discharge, clean, repair or assemble guns, firearms, explosives or other weapons of any description while on or in personal vehicles parked on KCKHA's property (except as permitted by Kansas Personal and Family Protection Act K. S. A. 75-7c01 et seq.).
- (r)
 - (1) To take reasonable precautions to prevent fires and to refrain from storing or keeping flammable materials upon the premises.
 - (2) To not disconnect any smoke alarm in the dwelling unit. Tenant disconnection of any smoke alarm is a health and safety violation.
 - (3) To notify the housing authority immediately when any smoke alarm is not operable.
 - (4) To not affix, placing on or damage on the sprinkle system in the dwelling unit. Such action is a health and safety violation.
- (t)
 - (1) To avoid obstructing sidewalks, areaways, galleries, passages, elevators, or stairs, and to avoid using these for purposes other than going in and out of the dwelling unit.
 - (2) To refrain from erecting or Satellite dishes and television/cable antennas on or from any part of the dwelling unit, without the written approval of the Housing Authority.
 - (3) Portable Swimming Pools – Are not permitted on Housing Authority properties. This includes but is not limited to inflatable and disposable pools.
- (u) To refrain from placing signs of any type in or about the dwelling except those allowed under applicable zoning ordinances and then only after having received written permission of the Housing Authority.
- (v) To ensure that all members of their household abide, and are in noncompliance with, the Housing Authority's pet policy. However, in any development, a person with a disability may keep a companion or service animal (one per household) that is by the Housing Authority as a reasonable accommodation for a disability. An animal needed as a reasonable accommodation is not subject to the Housing Authority's pet policy, although it is subject to reasonable health and safety rules. Restriction based on size, type of building and site location or other relevant conditions will apply. Assistance animals, including service and support animals, are not pets and thus are not subject to the KCKHA's pet policies.
- (w) To remove from Housing Authority property any vehicles without valid registration and inspection stickers. To refrain from parking any vehicles in any right-of-way or fire lane designated and marked by the Housing Authority. Any inoperable or unlicensed vehicle as described above will be removed from Housing Authority property at Tenant's expense. Automobile repairs are not permitted on KCKHA property. Not to park unlicensed or inoperable motor vehicles on Housing Authority property, to register all vehicles and affix Housing Authority parking sticker in the proper location of the vehicle. Housing Authority tenants may only have one vehicle per licensed driver in the household parked in site parking lots.

RESOLUTION NO. 2021-25

AUTHORITY TO REJECT THE BIDS RECEIVED FROM MEGA KC CORPORATION AND N. W. ROGERS CONSTRUCTION, INC. FOR THE RETAINING WALL REPAIR AND REPLACEMENT FOR K1-54 (7) SCATTERED SITES LOCATED AT APPROXIMATELY 5TH STREET AND CLEVELAND AVE. IN KANSAS CITY, KANSAS

WHEREAS, retaining wall repair and replacement is needed at K1-54 (7) Scattered Sites; and

WHEREAS, bids for the retaining wall repair and replacement were solicited and received on November 3, 2021; and

WHEREAS, two bids were received from:

MegaKC Corporation North Kansas City, MO
N. W. Rogers Construction, Inc. Blue Springs, MO; and

WHEREAS, the bids were opened and tabulated by the architect and Kansas City Kansas Housing Authority staff.

WHEREAS, the staff and the architect have evaluated the bids received and have determined that the MegaKC Corporation's bid was incomplete for failure to include a price for Add Alternate 2, and the N. W. Rogers Construction, Inc.'s bid is excessive for this project. Therefore, staff and the architect are recommending rejection of both bids received for this project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the bids received from MegaKC Corporation and N. W. Rogers Construction, Inc. for the retaining wall repair and replacement for K1-54 (7) Scattered Sites located at approximately 5th Street and Cleveland Ave. in Kansas City, Kansas is hereby rejected.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners does hereby approve Resolution No. 2021-25.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
November 18, 2021

New Business Consent Item: Authority to reject the bids received from MEGAKC Corporation and N. W. Rogers Construction, Inc. for the retaining wall repair and replacement for K1-54 (7) Scattered Sites located at approximately 5th Street and Cleveland Ave. in Kansas City, Kansas

Resolution No. 2021-25

Background:

The retaining wall at the K1-54 (7) Scattered Sites development, located at approximately 5th Street and Cleveland Avenue, has collapsed, and needs repair and replacement.

Current Issue:

Staff following our procurement policy has hired an architect, and the architect has prepared plans. The plans would remove the collapsed portion of the wall and replace the collapsed retaining wall with a segmented block wall material, attempt to strengthen the existing retaining wall that will remain, installation of new stairs to the parking lot, and fencing along the retaining wall and other associated improvements.

An Invitation to Bid has been prepared and advertised in the Kansas City Star, Dos Mundos and The Call newspapers, posted on the Housing Authority's website, and mailed directly to 178 general and Section 3 contractors, and 25 landscape and excavation contractors. A pre-bid conference was held on October 20, 2021 to answer questions and give contractors an opportunity to visit the site.

Bids were opened on November 3, 2021. Two bids were received:

MegaKC Corporation	North Kansas City, MO.
N. W. Rogers Construction, Inc.	Blue Springs, MO.

The bid was to include a base bid for the retaining wall repair and replacement with associated improvements, an Add Alternate 1 for reinforcement of the existing retaining wall, and an Add Alternate 2 for the reinforcement system in Add Alternate 1 plus a helix tie back system for further reinforcement of the existing wall. Low bidder is to be determined by the sum of the base bid and Add Alternate 2, as the Add Alternate 1 price was to be included in the Add Alternate 2 price.

The bid submitted by MegaKC Corporation provided a base bid of \$403,000 with an Add Alternate 1 for \$15,000; but did not include an Add Alternate 2 price.

The bid submitted by N. W. Rogers Construction, Inc. provided a base bid of \$396,100 with an Add Alternate 1 price of \$71,680 and an Add Alternate 2 price of \$127,120 for a total bid price of \$523,220.

The architect's estimate for this work is \$255,324.40 for the base bid and for the base bid plus Add Alternate 2 is \$457,324.40. Staff and the architect reviewed the bids

received and have determined that the MegaKC Corporation's bid was incomplete for failure to include a price for Add Alternate 2, and N. W. Rogers Construction, Inc.'s bid is excessive for this project. Therefore, staff and the architect are recommending rejection of both bids received for this project.

The Kansas City Kansas Housing Authority's procurement policy requires that the rejection of bids more than \$75,000 must be approved by the Board of Commissioners of the Housing Authority. The Kansas City Kansas Housing Authority's procurement policy recommends that if bids are rejected, that the project should be redesigned and the project rebid.

Attached is a resolution that will reject the bids received from MegaKC Corporation and N. W. Rogers Construction, Inc. for the retaining wall repair and replacement for K1-54 (7) Scattered Sites located at approximately 5th Street and Cleveland Avenue in Kansas City, Kansas.

Staff recommends approval of this resolution.

Board Action:

Approve Resolution No. 2021-25, if appropriate.

RESOLUTION NO. 2021-26

AUTHORITY TO REJECT THE PROPOSAL RECEIVED FROM VETS SECURING AMERICA FOR SECURITY SERVICES AT K1-55 WYANDOTTE TOWERS LOCATED AT 915 WASHINGTON BOULEVARD IN KANSAS CITY, KANSAS

WHEREAS, the current security contract at K1-55 Wyandotte Towers will expire on January 31, 2022 and a new security contract is needed; and

WHEREAS, a Request for Proposal for security services at K1-55 Wyandotte Towers was solicited and received on November 3, 2021; and

WHEREAS, one proposal was received from:

Vets Securing America Los Angeles, CA; and

WHEREAS, Vets Securing America is the current provider of security services at K1-55 Wyandotte Towers; and

WHEREAS, Vets Securing America's performance of the existing contract is substandard and unacceptable; and

WHEREAS, KCKHA staff is not interested in extending or renewing the contract for security services to Vets Securing America for another term and is recommending that the proposal for security services from Vets Securing America be rejected.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the proposal received from Vets Securing America for security services at K1-55 Wyandotte Towers is hereby rejected.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners does hereby approve Resolution No. 2021-26.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
November 18, 2021

New Business Consent Item: Authority to reject the Proposal received from Vets Securing America for Security Services at K1-55 Wyandotte Towers located at 915 Washington Boulevard in Kansas City, Kansas

Resolution No. 2021-26

Background:

The Housing Authority's current security contract with Vets Securing America will expire on January 31, 2022. Therefore, a new security contract is needed.

Current Issue:

Staff following our procurement policy has prepared a Request for Proposal (RFP) for the security services at K1-55 Wyandotte Towers. The work consists of monitoring the security monitor's desk at K1-55 Wyandotte Towers and its software systems that monitor all high-rise locations for fire and emergency notification systems; receiving after-hour calls for service consisting of lockouts, maintenance, and emergency services for all public housing sites; screen visitors to Wyandotte Towers; observe behavior in common area of Wyandotte Towers; and maintain a daily log of activities. Security services are to be provided 24 hours a day, 7 days a week, and 365 days a year. The proposal also requested an add alternate position to provide a roving security guard assigned to Wyandotte Towers from 4 p.m. to 12 a.m. nightly.

The RFP was advertised in the Kansas City Star, Dos Mundos, and The Call newspapers, posted on the Housing Authority's website and mailed directly to 43 security firms. A pre-proposal meeting was held, via Zoom, on October 27, 2021 for proposed firms to ask questions. Proposal submission deadline was November 3, 2021 by 4:00 p.m.

One security firm submitted a proposal:

Vets Securing America

Los Angeles, CA

Vets Securing America is the current firm providing security services at Wyandotte Towers. Their performance of the current contract is substandard and is currently unacceptable. Vets Securing America is unable to provide 24 hour a day, 7 days a week, coverage of the security office at Wyandotte Towers, leaving their absences to be covered by Housing Authority personnel or building aides. For this reason, staff is recommending not to accept the current proposal to extend security services at Wyandotte Towers.

Attached is a resolution that will authorize the rejection of the proposal received from Vets Securing America for security services at K1-55 Wyandotte Towers.

Staff recommends approval of this resolution.

Board Action:

Approve Resolution No. 2021-26, if appropriate.