



Agenda

Housing Authority of the City of Kansas City, Kansas

Special Meeting

Thursday, January 20, 2022
12:30 p.m.

Held Electronically
via Zoom

- I. Roll Call
- II. Approval of the Minutes
Special Board Meeting December 16, 2021
(Pages 1—8)
- III. Executive Director's Report
(Pages 9—29)
- IV. Committee Reports
- V. New Business Consent Items:
 - Resolution No. 2022-01 Revision to the Kansas City, Kansas
Housing Authority Admissions &
Continued Occupancy Policy (ACOP)
(Pages 30—31)
 - Resolution No. 2022-02 A Resolution Authorizing the Kansas
City, Kansas Housing Authority to
Amend the Administrative Plan for the
Section 8 Housing Choice Voucher
Program
(Pages 32—33)
- 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, December 16, 2021
12:30 p.m.

Wyandotte Towers
915 Washington Blvd.

On the 16th day of December 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
Jacques Barber, Commissioner
Rachel Jefferson, Commissioner
P. Anne McDonald, Commissioner
J.D. Rios, Commissioner
Linda Warner, Commissioner
Charles Wilson, Commissioner

ABSENT:

Rev. Jimmie L. Banks, Commissioner
Broderick Crawford, Commissioner
Timothy J. Rhodes, Commissioner
Cardelia Walker, 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
Sharron Davis-Mays, Social Services Coordinator
Jacqueline D. Randle, Executive Services Manager
Anthony J. Shomin, Director of Contract Administration
Elaine Stroud, Director of Housing Operations
Nebyu Tilahun, Director of Finance
Kendra Tyler, Housing Management Coordinator

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

Chairman Watkins asked that the agenda be amended to include the minutes of the Special Board meeting held on December 2, 2021. The minutes would reflect

that the Board went into Executive Session for two hours to discuss a real estate matter and personnel matter. Commissioner Barber made the motion to amend the agenda to include the minutes of December 2, 2021. Commissioner Jefferson seconded the motion, and the following vote was recorded:

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

Motion carried.

Chairman Watkins called for approval of the minutes of November 18, 2021. Commissioner Rios made the motion to approve the minutes of November 18, 2021. Commissioner McDonald seconded the motion, and the following vote was recorded:

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

Motion carried.

Chairman Watkins called for approval of the minutes of December 2, 2021. Commissioner Rios made the motion to approve the minutes of December 2, 2021. Commissioner McDonald seconded the motion, and the following vote was recorded:

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

Motion carried.

Executive Director's Report

- Ms. Tapia noted that we had a utility audit for our Housing Choice Voucher program. We are still reviewing that audit to determine our payment standards for 2022. Nelrod conducted the study and provided us with the document. Ms. Tapia offered to provide a copy of the audit to the Board upon request. Commissioner Jefferson asked about pre-paid cards and Ms. Tapia advised that pre-paid cards would be used for participants that we provide utility allowances to. She acknowledged that we normally mail out checks and this can be a burden to individuals on our program. Deposits will now go directly on the cards and there will be no fees passed on to the participants in the program. Cards will be issued with our logo. We can upload the amount of money onto the card for participants to use. It will reduce the cost by not having to issue checks.
- Ms. Tapia advised that the benefit package was signed with CBIZ. She shared that we had CBIZ look at other packages, but there were significant changes and we thought it was best to stick with what we have at a cost of 10.9 percent on healthcare. We included Paytient with this package. Paytient is a line of credit for all employees to utilize for medical, prescriptions, eyecare, doctor visits and veterinary costs. Employees determine the amount of time to pay the money back. Ms. Tapia stated we are not left on the hook if someone leaves the Housing Authority. The money is owed to Paytient. The money is deducted from an employee's paycheck every two weeks in an amount the employee determines. Ms. Tapia noted that Paytient is a very good program that she has used in the past. The fee to the Housing Authority each year is about \$3,000 to ensure each employee has access to a line of credit from Paytient.
- A holiday party will be held tomorrow at the maintenance building. Ms. Tapia invited Board members to drop by and meet with staff. Employees will leave at 2 p.m. for the day to allow them time to spend with family and friends.
- Ms. Tapia noted that we are checking inventory for the Housing Authority and we will be keeping an inventory list for all KCKHA sites.
- The Five-Year Plan is complete and was put out for a 45-day comment period. Ms. Tapia indicated we have not received any comments. This will be discussed on the agenda as a resolution.
- Chairman Watkins advised that an Executive Session would be held at the end of the meeting to talk more about Juniper Gardens and a personnel matter. He asked if there were any further questions for Ms. Tapia. There being none the Chairman proceeded to the committee reports.

Committee Reports

Bylaws

Commissioner Barber noted the Bylaws committee has not met since the last meeting and they have not received any comments. He would still like to receive comments and they will hopefully meet before the next board meeting. Commissioner Jefferson asked if the committee would like to receive feedback on the bylaws. Commissioner Barber explained they had asked for comments or input on what type of actions or guidelines they could put in place for board members that failed to meet attendance standards. They also suggested having minimum meeting requirements for committees. Commissioner Barber noted that as it stands now there is no legal authority to impose any particular disciplinary action. Chairman Watkins added that we want to update the bylaws to address electronic communication. Commissioner Jefferson asked if the bylaws could be mailed out and it was agreed that Ms. Randle would do so.

Commissioner Rios cited that the Housing Authority board members are appointed, and they are a separate entity, not controlled by the UG Commission. He noted that regarding the actual operations, they have no authority. He explained that we can govern ourselves. Commissioner Barber discussed having the KCKHA Board set its own standards and that Commissioner Rios made a good point. He suggested drafting a letter to the Unified Government Commission. Chairman Watkins noted that we have had joint meetings with UG Commissioners, and that some of the appointing Commissioners were not re-elected. He is in that situation and if other Board members are in the same situation, they need to reach out to their appointing Commissioner if they want to get reappointed. This is his intention with his new Commissioner. Chairman Watkins is wanting to set up a joint meeting with the Commission and our new Mayor who was formerly a KCKHA board member. Commissioner Rios noted that we are not looking for permission when meeting with the UG Commissioners as we are our own entity and should act like it. Commissioner Warner noted that the bottom line is if this Board has the legal authority to remove members that are not meeting their obligation to the Board. She suggested this is where we need to get clarity and then we can move forward. Chairman Watkins noted it might be worth talking to UG legal counsel. He suggested heading in that direction. The Chairman noted that electronic communications and Board duties need more teeth in our own bylaws. He asked the Board to provide comments to Commissioner Barber. Commissioner Barber wanted clarification on if Chairman Watkins and Ms. Tapia would be contacting UG legal counsel. Chairman Watkins indicated that he would make the contact with UG legal and copy Commissioner Barber and Ms. Tapia. Commissioner Warner suggested getting some type of understanding with the UG Commissioners when drafting the policy.

Finance

Commissioner McDonald noted they have not met but would be setting up a meeting before the next Housing Authority Board meeting.

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

New Business Consent Items:

Chairman Watkins called for a vote on the consent agenda, Resolution Nos. 2021-27 and 2021-28. Commissioner Rios made the motion to approve Resolution Nos. 2021-27 and 2021-28. Commissioner Barber seconded the motion, and the following vote was recorded:

AYES: Banks, Jefferson, McDonald, Rios, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Crawford, Rhodes, Walker

ABSTAIN: None

Motion carried.

Resolution No. 2021-27, authorizing PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that have Changed.

This resolution authorizes the Five-Year Plan for capital improvements over the next five years. The Kansas City, Kansas Housing Authority uses a rolling five-year plan that requires annual approval by its Board of Commissioners. Input is received from residents, management, and maintenance staff. The public is given 45 days to make comments on the proposed plan. Comments will be incorporated in the plan as needed. The plan will then be submitted to HUD for approval.

RESOLUTION NO. 2021-27—AUTHORIZING PHA CERTIFICATIONS OF COMPLIANCE WITH PHA PLAN, CIVIL RIGHTS, AND RELATED LAWS AND REGULATIONS INCLUDING PHA PLAN ELEMENTS THAT HAVE CHANGED.

Resolution No. 2021-28, authorizing PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that have Changed.

This resolution authorizes the submission of the Annual Plan which was put out for comment on October 15, 2021. Residents, Resident Councils, and the public were given an opportunity to comment on the Annual Plan. No comments were received. The plan will be submitted to HUD no later than January 15, 2022.

RESOLUTION NO. 2021-28—AUTHORIZING PHA CERTIFICATIONS OF COMPLIANCE WITH PHA PLAN, CIVIL RIGHTS, AND RELATED LAWS AND REGULATIONS INCLUDING PHA PLAN ELEMENTS THAT HAVE CHANGED.

New Business Discussion Items:

Chairman Watkins moved up Resolution No. 2021-31 to recognize Commissioner Charles Wilson for his valuable service to the Housing Authority. The other two Commissioners were not present.

Resolution No. 2021-31, recognizing Charles Wilson for his Valuable Service to the Housing Authority of the City of Kansas City, Kansas.

This resolution acknowledges Commissioner Wilson for his service. Chairman Watkins offered his appreciation to Commissioner Wilson for his time, service, and perspective to the Board. He wished Commissioner Wilson the best. *The Board applauded.*

Commissioner Rios made the motion to approve Resolution No. 2021-31. Commissioner McDonald seconded the motion, and the following vote was recorded:

AYES: Banks, Jefferson, McDonald, Rios, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Crawford, Rhodes, Walker

ABSTAIN: None

RESOLUTION NO. 2021-31—RECOGNIZING CHARLES WILSON FOR HIS VALUABLE SERVICE TO THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS.

Motion carried.

Resolution No. 2021-29, recognizing Timothy J. Rhodes for his Valuable Service to the Housing Authority of the City of Kansas City, Kansas.

This resolution acknowledges Commissioner Rhodes for his service. Chairman Watkins noted that Commissioner Rhodes has been a wonderful sounding board from the banking side. He shared that Commissioner Rhodes' knowledge and appreciation to this entity has been valuable.

Commissioner Jefferson made the motion to approve Resolution No. 2021-29. Commissioner McDonald seconded the motion, and the following vote was recorded:

AYES: Banks, Jefferson, McDonald, Rios, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Crawford, Rhodes, Walker

ABSTAIN: None

RESOLUTION NO. 2021-29—RECOGNIZING TIMOTHY J. RHODES FOR HIS VALUABLE SERVICE TO THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS.

Motion carried.

Resolution No. 2021-30, recognizing Denise Tomasic for her Valuable Service to the Housing Authority of the City of Kansas City, Kansas.

The resolution acknowledges Commissioner Tomasic for her service. Chairman Watkins expressed his thanks to Commissioner Tomasic. He noted that he asked her four years ago if she would join this board and offered appreciation for her willingness to do so. He understands that she is busy. Chairman Watkins stated that Commissioner Tomasic been an asset to our community.

Commissioner Rios made the motion to approve Resolution No. 2021-30. Commissioner Barber seconded the motion, and the following vote was recorded:

AYES: Banks, Jefferson, McDonald, Rios, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Crawford, Rhodes, Walker

ABSTAIN: None

RESOLUTION NO. 2021-30—RECOGNIZING DENISE TOMASIC FOR HER VALUABLE SERVICE TO THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS.

Motion carried.

Executive Session

Chairman Watkins called for a 10-minute Executive Session to discuss a real estate matter and personnel matter. Commissioner Jefferson made the motion. Commissioner McDonald seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Barber, Crawford, Rhodes, Wilson

ABSTAIN: None

Executive session began at 1:06 p.m. and ended at 1:16 p.m. Ms. Tapia was present for the first five minutes during the discussion of a real estate matter. She was not present for the discussion of the personnel matter.

Chairman Watkins called for the meeting to adjourn.

Matthew T. Watkins, Chairman

Andrea Tapia, Executive Director/CEO



Kansas City, Kansas Housing Authority

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

To: Board of Commissioners
From: Andrea Tapia, Director/CEO
Date: January 20, 2022
Re: Executive Director's Report

Administration

2022 Annual Budget

The Executive Director and Senior staff met with the Finance Director to discuss the 2022 Annual Budget. The meeting allowed Senior staff the opportunity to provide input as well as ask questions concerning the anticipated revenue and expenses for 2022. Senior staff was encouraged to review the budget policy and budget objectives and provide feedback on ways to increase revenue and decrease expenditures.

Family Self Sufficiency (FSS)

On December 28, 2021, KCKHA received notification from HUD that our FSS renewal request had been accepted and KCKHA will receive \$68,200 in program funds. This is a much-needed increase compared to last year's award of \$62,312.

Resident Opportunity and Self Sufficiency (ROSS)

On January 5, 2022, KCKHA received notification from HUD that our application for the Resident Opportunity and Self Sufficiency (ROSS) grant was accepted and we will receive \$309,573 in program funds.

The ROSS grant will allow KCKHA to hire Service Coordinators who will assess the needs of Residents and coordinate available resources within the community to meet those needs. This program allows KCKHA the opportunity to develop strategies that incorporate supportive services and resident empowerment, enable participating families to increase earned income, reduce or eliminate the need for welfare assistance, make progress toward achieving economic independence or, in the case of elderly or disabled residents, help improve living conditions and enable residents to age-in-place.

Congratulations to Sharron Davis-Mays and Housing Operations staff on their hard work and preparation of the ROSS grant. HUD will release program funds on June 1, 2022.

Annual Contract

On December 15, 2021, the Executive Director met with the Director and Assistant Director of Operations, and the Purchasing Agent to discuss the annual contract process and ways to improve communication between Operations and other KCKHA departments. It was recommended that monthly meetings occur to ensure Operations has an opportunity to provide input in the preparation of contracts and contractor selection.

Monthly Check Processing

The Executive Director met with the Director of Finance and the Director of the Housing Choice Voucher program, to discuss changing the processing of Housing Assistance Payments from once a month to twice a month, to ensure landlords are not having to wait 30 days for a mid-month move-in.

Capital Funds

The Executive Director met with the Director and Assistant Director of Operations, Director of Contract Administration, and the Director of Finance to discuss needed repairs to KCKHA housing units. Staff met to discuss the budget and the best way to move forward with addressing the costly repairs. Staff will continue to meet to discuss property conditions and areas where preventative maintenance needs to occur.

Health and Safety

With the increase of COVID-19 cases, we have placed restrictions on visitors allowed in our high-rises and administrative offices. We ask that all personnel and tenants wear masks while in common areas, and when meeting with others in their offices or units. All staff and residents have been asked to avoid meeting with others if they are symptomatic and/or do not feel well.

Utility Assistance

On January 7, 2022 the Executive Director and Director of Finance, met with FIS Global for a demonstration on how to issue, register and load debit cards for tenants receiving a utility allowance. KCKHA will issue debt cards to tenant receiving a utility allowance beginning April 1, 2022. Participants will receive notification advising them that they will no longer receive a monthly check, instead their utility allowance will be loaded onto their card each month.

Juniper Gardens

On January 6, 2022; KCKHA submitted the Demo/Dispo application to SAC, and we are awaiting final approval.

The following are monthly reports provided by staff:

- A. Statement of Funds
- B. Delinquency Report

Executive Director's Report
Page 3 of 3

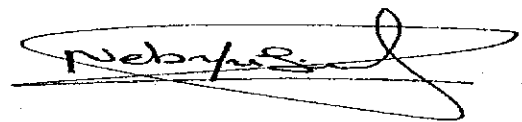
- C. Disbursements of \$1,000
- D. Operating Receipt and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Monthly Move-outs and Move-ins
- H. Modernization Report
- I. Resident Initiative Report
- J. Section 8 Utilization Report

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

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$277,678.77	Liberty
Payroll Account	0.00%		\$62,991.82	Liberty
ACH Pymt Account	0.00%		\$3,651.41	Liberty
Rent Depository Account	0.00%		3,859,183.43	Bank of Labor
Rent Bank Deposit Accounts	0.019%		\$325,358.03	Various
Homeless Prevention Program	0.049%		5,496.07	Bank of Labor
Sponsorship Program	0.019%		19,748.09	Bank of Labor
Section 8 Checking	0.00%		168,869.72	Bank of Labor
EPC Replacement Reserve Acct	0.015%		\$38,852.82	Liberty
Family Self Sufficiency	0.019%		\$15,461.50	Bank of Labor
KCKHA Debt Service Account			\$609,600.56	Deutsche Bank
CD#120245349	0.010%	03/01/22	\$500,000.00	Bank of Labor

(a) Represents Rates as of January 13, 2022 provided by Banks.

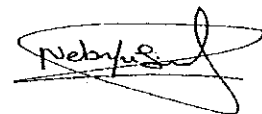
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Nebyu Tilahun
 Director of Finance

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

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$273,455.39	(\$62,106.91)	\$211,348.48
 Total Charges to Tenants for Month			 \$443,254.40
 Delinquency Ratio			 47.68%
 Petitioned to Court			 _____ 1
 Praecipes Issued			 _____ 1
 Evictions			 _____ 1
 Pending Evictions			 _____ 0



Nebyu Tilahun
Director of Finance

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of DECEMBER '21

CONTRACTS***MAINTENANCE COSTS***

American Water Treatment, Inc	\$1,071.00
Carpet Corner Inc.	\$2,136.00
ConvergeOne, Inc	\$11,100.00
Crime Scene Cleaners, Inc	\$8,015.00
DAVID ALLEN HENDERSON DBA	\$2,470.00
DAVID ALLEN HENDERSON DBA	\$2,440.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
Design Mechanical, Inc.	\$11,228.00
DOUG'S AUTO REPAIR	\$2,950.95
Fry & Associates Inc.	\$1,432.38
Gold Star Flooring & More, Inc	\$1,018.00
H.D. Supply	\$2,974.73
H.D. Supply	\$1,318.85
H.D. Supply	\$2,544.63
Home Depot Pro-SupplyWorks	\$2,520.12
Home Depot Pro-SupplyWorks	\$1,326.77
KEMPKE CONTRACTORS, LLC	\$12,956.00
KEMPKE CONTRACTORS, LLC	\$5,700.00
KEMPKE CONTRACTORS, LLC	\$5,063.00
Kenton Brothers Locksmiths, Inc	\$1,125.00
Lowes	\$1,997.83
Martin Mechanical Corporation	\$108,000.00
Martin Mechanical Corporation	\$3,750.00
Mcqueeny Group Inc	\$1,919.59
MEI TOTAL ELEVATOR SOLUTIONS	\$14,765.00
MEI TOTAL ELEVATOR SOLUTIONS	\$1,916.00
MIDWEST BED BUG SERVICES	\$1,500.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$5,060.00
PDQ Supply Inc.	\$1,720.56
PDQ Supply Inc.	\$1,453.50
Precision Plumbing & Construct, Inc	\$12,584.00
Precision Plumbing & Construct, Inc	\$9,676.00
Precision Plumbing & Construct, Inc	\$1,536.00
REPUBLIC SERVICES #468	\$2,684.73

Sherwin-Williams Co	\$6,046.85
Smallwood Locksmiths, Inc	\$1,620.05
SMITH SERVICE, LLC	\$6,625.00
SOS Pest Control	\$1,350.00
Stanion Wholesale Elec. Co.	\$4,682.05
Strasser Hardware	\$1,862.34
SUTTON REMODELING, LLC	\$6,600.00
SUTTON REMODELING, LLC	\$2,600.00
SUTTON REMODELING, LLC	\$1,700.00
Waste Management	\$7,863.25
Worldwide Window Fashions	\$3,950.40
Worldwide Window Fashions	\$2,953.50
Wurth Supply Co.	\$1,708.50
Zep Manufacturing Company	\$1,393.30

MISCELLANEOUS

American Express	\$4,084.87
AT&T	\$9,276.48
AT&T	\$1,499.16
ENTERPRISE FM TRUST	\$5,261.77
Evans & Mullinix, P.A.	\$2,904.50
GRANDMA'S OFFICE CATERING	\$1,468.60
Johnson Controls Inc.	\$65,129.00
Kranz Of Kansas City	\$6,056.00
MASTERCARD	\$2,302.21
Nahro	\$5,850.00
Nebraska Furniture Mart	\$2,979.96
OFFICE ESSENTIALS, INC	\$2,131.47
The Nelrod Company	\$2,357.00
U.S BANK EQUIPMENT FINANCE	\$2,569.77
Verizon Wireless	\$2,179.22
WEX BANK DBA WRIGHT EXPRESS FSC	\$4,841.28
WM Corporate Services, Inc as Payment Ag	\$1,118.90

MODERNIZATION

Coleman Worldwide Moving	\$7,947.84
Ferguson Enterprises Inc.	\$4,349.40
GE APPLIANCES	\$11,043.00
GE APPLIANCES	\$3,834.00
H.D. Supply	\$1,598.51
Home Depot Pro-SupplyWorks	\$989.01
Infinity Group LLC	\$169,298.10
KDHE/Bureau of Environmental Remediation	\$1,534.54

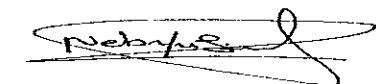
Lowes	\$2,496.18
Tailor Made Exteriors, LLC	\$51,390.00

PAYROLL COSTS

AFLAC PREMIUM HOLDING	\$3,160.92
AFLAC PREMIUM HOLDING	\$3,075.24
Blue Cross Blue Shield Of KC	\$91,377.52
Colonial Life & Accident Ins	\$3,626.90
Colonial Life & Accident Ins	\$3,626.90
Delta Dental	\$4,391.10
Kansas Public Employ Ret Syst	\$32,984.66
Kansas Public Employ Ret Syst	\$29,214.51
Kansas Public Employ Ret Syst	\$28,609.42
Nationwide Retirement Solution	\$2,400.00
Nationwide Retirement Solution	\$2,400.00
Nationwide Retirement Solution	\$2,350.00
UMB HEALTH SAVINGS ACCT	\$1,050.00
UMB HEALTH SAVINGS ACCT	\$1,050.00
UMB HEALTH SAVINGS ACCT	\$1,050.00

***UTILITIES**

Atmos Energy	\$3,061.22
Board Of Public Utilities	\$80,398.27
Board Of Public Utilities	\$76,867.51
Board Of Public Utilities	\$63,733.36
City of Bonner Springs	\$2,224.62
Constellation New Energy-Gas	\$19,303.28
Constellation New Energy-Gas	\$7,165.19
EVERGY	\$1,899.96
Kansas Gas Service	\$8,423.70
Kansas Gas Service	\$4,884.67



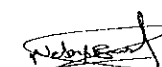
Nebyu Tilahun
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending November 31, 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				\$3,290,241.25	68%	\$4,831,188.00			
Fraud Recovery Income							\$73,668.84		
Interest Income	\$782.32	356%	\$220.00	\$189.03	12%	\$1,540.00			
Tenant Income				\$178,360.96	68%	\$261,363.00			
Transfer from CFP				\$58,721.14	5%	\$1,097,012.00			
Other Income	\$384,345.72	70%	\$549,425.00	\$185,483.85	316%	\$58,630.00	\$4,652.55		
Fee for Services - COCC	\$992,845.17	71%	\$1,402,710.00						
Management Fees	\$1,256,353.19	67%	\$1,870,490.00						
Total Operating Income	\$2,634,326.40	69%	\$3,822,845.00	\$3,712,996.23	59%	\$6,249,733.00	\$78,321.39		
Operating Subsidy				\$6,169,253.00	71%	\$8,716,623.00			
Section 8 Admin Fees							\$544,031.00	66%	\$819,070.00
Total Operating Receipts	\$2,634,326.40	69%	\$3,822,845.00	\$9,882,249.23	66%	\$14,966,356.00	\$622,352.39	76%	\$819,070.00
OPERATING EXPENSES:									
Administrative Salaries	\$696,573.85	62%	\$1,126,387.00	\$624,570.94	60%	\$1,045,950.00	\$232,597.98	65%	\$356,623.00
Management Fees				\$1,063,946.69	68%	\$1,573,740.00	\$192,406.50	65%	\$296,751.00
Other Admin Expenses	\$123,657.13	71%	\$175,312.00	\$237,758.16	61%	\$392,262.00	\$43,849.68	69%	\$63,855.00
Tenant Services									
Tenant Services Salaries				\$20,110.12					
Resident Assoc Expenses				\$1,114.80	4%	\$25,350.00			
Other Expenses				\$34,068.25	201%	\$16,924.00			
Total Utilities	\$29,930.43	62%	\$48,630.00	\$1,731,416.63	60%	\$2,864,776.00			
Maintenance Salaries	\$654,279.20	54%	\$1,216,464.00	\$1,108,104.89	66%	\$1,691,218.00			
Maint Materials	\$257,050.52	225%	\$114,318.00	\$233,711.28	36%	\$653,582.00	\$2,103.18	189%	\$1,110.00
Fee for Services - COCC				\$992,845.17	71%	\$1,402,710.00			
Other Maint Contracts	\$104,431.04	82%	\$128,134.00	\$884,598.65	67%	\$1,319,804.00	\$21,516.97	73%	\$29,493.00
Security Salaries									
Other Security Expense			\$2,500.00	\$64,035.93	38%	\$166,533.00			
Insurance	\$74,240.80	65%	\$115,091.00	\$379,007.28	67%	\$568,021.00	\$16,796.41	63%	\$26,652.00
Terminal Leave Payments									
Employee Benefit Contributions	\$448,880.92	56%	\$795,119.00	\$713,886.10	77%	\$928,944.00	\$74,625.40	62%	\$121,031.00
Collection Losses				\$104,421.66	19%	\$549,310.00			
Interest Expense				\$364,141.50	61%	\$596,652.00			
Other General Expense	\$1,140.74			\$2,114.94	529%	\$400.00	\$8,630.49	78%	\$11,000.00
Total Routine Expenses	\$2,390,184.63	64%	\$3,721,955.00	\$8,559,852.99	62%	\$13,796,176.00	\$592,526.61	65%	\$906,515.00
COVID	\$3,901.91			\$637.00					
Total Operating Expenses	\$2,394,086.54	64%	\$3,721,955.00	\$8,560,489.99	62%	\$13,796,176.00	\$592,526.61	65%	\$906,515.00
Prior Year Adjustments									
Total Operating Expenditures	\$2,394,086.54	64%	\$3,721,955.00	\$8,560,489.99	62%	\$13,796,176.00	\$592,526.61	65%	\$906,515.00
Gain/(Loss) from Operations	\$240,239.86		\$100,890.00	\$1,321,759.24		\$1,170,180.00	\$29,825.78		(\$87,445.00)

*** November is the 8th month of the Fiscal Year Ending March 31st

*** Percentage 67% or 8/12th of the year



Nebyu Tilahun
 Director of Finance

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

CUSTOMER SERVICE & SATISFACTION SURVEY - DECEMBER 2021

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
12/02/21	88	16	104	9	9	0	7
12/03/21	109	15	124	5	5	0	10
12/06/21	109	18	127	7	7	0	11
12/07/21	150	14	164	6	6	0	8
12/08/21	126	16	142	7	7	0	9
12/10/21	85	11	96	6	6	0	5
12/13/21	121	10	131	4	4	0	6
12/14/21	85	13	98	7	7	0	6
12/15/21	134	12	146	6	6	0	6
12/16/21	135	17	152	7	7	0	10
12/20/21	156	26	182	10	10	0	16
12/21/21	108	19	127	7	7	0	12
12/27/21	61	11	72	4	4	0	7
12/29/21	113	19	132	6	6	0	13
TOTAL	1,587	233	1,820	70	70	0	163
				(a)	(c)	(d)	(b)

These percentages are based on work orders completed in occupied units only and does not include work orders for vacant unit preparation.

- (a) Residents Contacted 30% of the service work orders completed
- (b) No Response 70% of the service work orders completed
- (c) Favorable Response 100% of the residents contacted
- (d) Unfavorable 0% of the residents contacted

* Unfavorable responses result in a second work order being generated to resolve problem, followed up by a call from the Clerk Dispatcher.

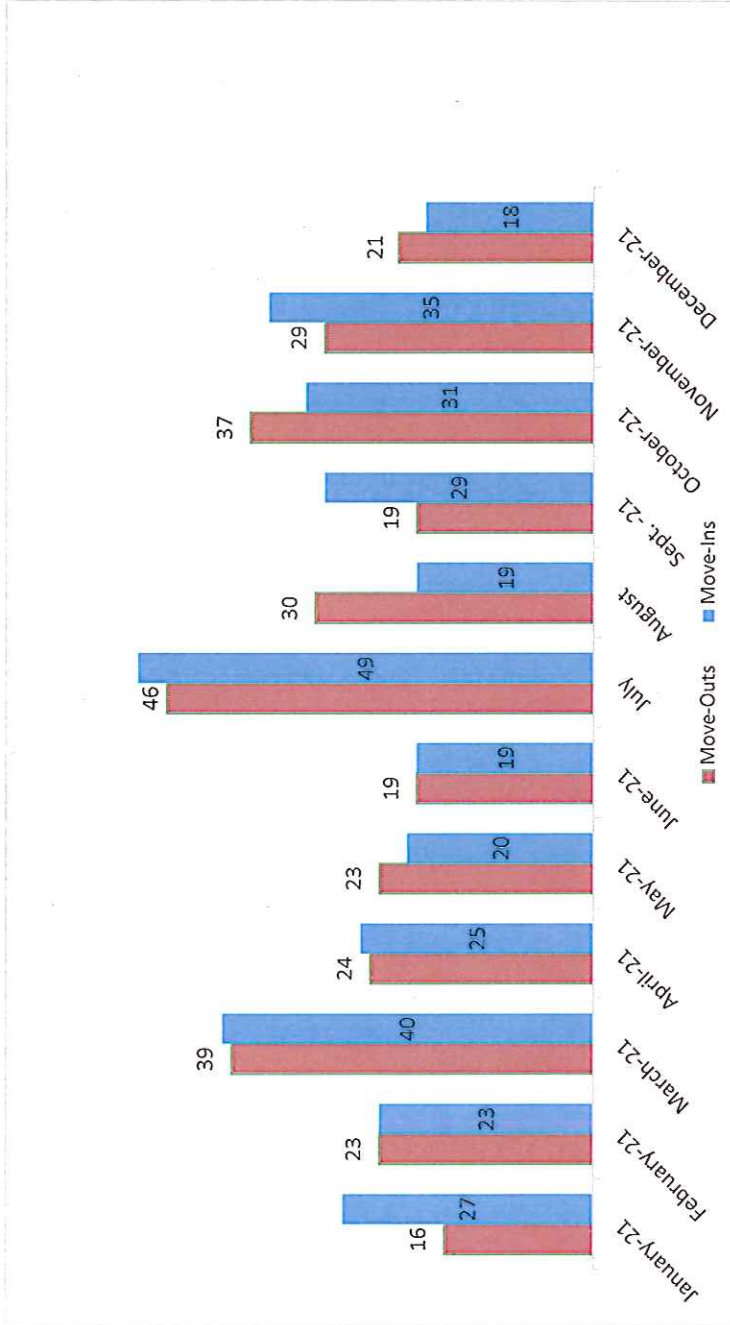
	Family	Elderly	Total
Total Vacancy	40	41	81
Units in Mod	10	28	38
Juniper in Mod	155	0	155
Fire Units	0	0	0
Defer Maint	5	1	6
Rentable Units	35	40	75
Move-Ins	6	12	18
Move-Outs	10	11	21
Units Available	6	1	7

**Kansas City, Kansas Housing Authority
December 2021 (Rentable Units) 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	98	-	12	155	100%	43%
K1-2 D(1) ST. MARGARETS PARK	100	96	3	1		97%	96%
K1-3 D(1) CYRUS K. HOLIDAY	60	55	4	1	-	93%	98%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	282	14	6	-	95%	97%
K1-5*M(2) D(1) BELROSE MANOR	90	79	8	1	2	91%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	98	3	-	-	97%	98%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	90	6	3		94%	92%
K1-7 D(1) SCATTERED SITES	24	21	1	2		96%	96%
K1-9 D(1) SCATTERED SITES	30	29	1			97%	90%
K1-10 *M(2) SCATTERED SITES	42	35	5		2	88%	88%
K1-11 M(1) D(1) GRANDVIEW PARK	40	36	2	1	1	95%	90%
K1-12 D(2) CHALET MANOR	66	57	6	2	1	91%	89%
K1-13 WELBORN VILLA	80	79	1	-		99%	96%
K1-14 BETHANY PARK TOWERS	153	145	7	-	1	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	117	5	-		96%	97%
K1-20 D(1) WESTGATE TOWERS	163	155	7	1		96%	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	36	2			95%	97%
K1-24 M(18) PLAZA TOWERS	115	87	-		28	100%	100%
K1-25 D(1) SCATTERED SITES	12	11	-	1		100%	100%

**Kansas City, Kansas Housing Authority
December 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	98	155	12	-	42%	43%
K1-2 D(1) ST. MARGARETS PARK	100	96	3	1		97%	96%
K1-3 D(1) CYRUS K. HOLIDAY	60	55	4	1	-	93%	98%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	282	14	6	-	95%	97%
K1-5*M(2) D(1) BELROSE MANOR	90	79	10	1		89%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	98	3	-	-	97%	98%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	90	6	3		94%	92%
K1-7 D(1) SCATTERED SITES	24	21	1	2		96%	96%
K1-9 D(1) SCATTERED SITES	30	29	1			97%	90%
K1-10 *M(2) SCATTERED SITES	42	35	7			83%	88%
K1-11 M(1) D(1) GRANDVIEW PARK	40	36	2	1	1	95%	90%
K1-12 D(2) CHALET MANOR	66	57	7	2		89%	89%
K1-13 WELBORN VILLA	80	79	1	-		99%	96%
K1-14 BETHANY PARK TOWERS	153	145	8	-		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	117	5	-		96%	97%
K1-20 D(1) WESTGATE TOWERS	163	155	7	1		96%	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	36	2			95%	97%
K1-24 M(18) PLAZA TOWERS	115	87	-		28	100%	100%
K1-25 D(1) SCATTERED SITES	12	11	-	1		100%	100%



MODERNIZATION AND DEVELOPMENT REPORT

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

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

K1-20 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. Delivery of equipment has been delayed and now is scheduled for March 2022.

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.

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. Demolition on the 4th floor is complete. Rough-in electrical and plumbing, framing, drywall installation, and painting is complete. Cabinet installation is complete. VCT and carpet is underway and has been installed in 6 units. Substantial completion of the 4th floor is scheduled for 2/11/2022

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. Relocation of residents to the 4th floor is scheduled to begin on 2/14/2022. Notices of relocation were given to residents on 1/13/2022.

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 complete. Rough-in electrical and plumbing in all 9 houses are nearly complete. Drywall installation and paint complete in 8 houses. Flooring installation is underway. Interior finish nearing completion on all buildings. Currently, the project is delayed due to Covid issues.

K1-54 MAINTENACE 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. A Physical Needs Reassessment was completed on September 28th, 2021. The Physical Needs Reassessment final report has been received. The Disposition Application has been resubmitted to Special Application Center (SAC) and is currently being reviewed for approval.

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 complete at Chalet Manor and Belrose Manor. Scattered Site #10 (Ohio St) requires completion of punch list items prior to acceptance.

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

JANUARY 2022

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

On December 9, 2021 the Family Self-Sufficiency (FSS) Program held its first event entitled *Holiday Meet and Greet*. The event was held at Wyandotte Towers from 6:00 p.m.—8:00 p.m. Seven participants attended the event. Ms. Darlene Dunn, graduate of the Family Self-Sufficiency Program, was the guest speaker. She participated in the FSS Program at the Johnson County Housing Authority. Ms. Dunn is a successful author and realtor, and current works at the Johnson County District Attorney's office. Ms. Dunn hold a master's degree in business administration. Congratulation to Chenaye Sutton, FSS Specialist, for hosting this event.

On December 30, 2022 the Kansas City, Kansas Housing Authority was awarded the Family Self-Sufficiency Grant for the year 2022. The award was in the amount of \$68,200.

On January 5, 2022 the Kansas City, Kansas Housing Authority was awarded the Resident Opportunity and Self-Sufficiency Grant (ROSS) in the amount of \$309,573.

It is with much sadness that Rev. Oliver Singleton passed away this month. Rev. Singleton was elected by the residents to be the new Resident Commissioner for the Housing Authority Board. Funeral services are scheduled for January 19, 2022 at J.W. Jones Funeral Chapel.

The Family Self-Sufficiency Program is increasing in its program participants and the amount in the escrow account. Please refer to the attached report.

Section 8 Housing Choice Voucher Program Monthly Management Report

December 2021

HOUSING CHOICE VOUCHER (HCV)																									ATTRITION RATE			
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	Percent of Total Vouchers Leased	Average YTD Attrition	Average YTD Attrition	Average YTD Attrition			
	6,363,069	909,010																										
June	\$6,363,069	\$845,732	\$ 233	\$ 685	\$ 853,922	\$ 8,190	1,238	1,642	1,238	1,642	(404)	(404)	17	10	72	75.4%	101.8%	75.4%	75.4%	101.8%	101.8%	16	1.1%	14	1.1%	16	1.3%	
July	\$5,517,337	\$837,603	\$ 232	\$ 690	\$ 851,188	\$ 13,585	1,233	1,642	2,471	1,642	(409)	(409)	13	21	98	75.1%	101.4%	75.1%	75.1%	101.4%	101.4%	17	1.5%	18	1.5%	17	1.4%	
August	\$4,679,734	\$837,603	\$ 227	\$ 698	\$ 868,042	\$ 30,439	1,229	1,642	3,700	1,642	(413)	(413)	18	38	81	74.8%	103.5%	74.8%	74.8%	103.5%	103.5%	18	1.8%	22	1.8%	18	1.5%	
September	\$3,195,549	\$863,197	\$ 230	\$ 697	\$ 862,544	\$ (653)	1,232	1,642	4,932	1,642	(410)	(410)	17	11	15	75.0%	102.8%	75.0%	75.0%	102.8%	102.8%	19	1.2%	15	1.2%	19	1.5%	
October	\$2,978,934	\$863,197	\$ 229	\$ 706	\$ 874,117	\$ 10,920	1,228	1,642	6,160	1,642	(414)	(414)	17	36	59	74.8%	104.2%	74.8%	74.8%	104.2%	104.2%	21	1.7%	21	1.7%	19	1.5%	
November	\$2,115,737	\$805,652	\$ 231	\$ 712	\$ 874,765	\$ 69,113	1,229	1,642	7,389	1,642	(413)	(413)	12	14	42	74.8%	104.3%	74.8%	74.8%	104.3%	104.3%	16	1.3%	16	1.3%	20	1.6%	
December	\$1,291,514	\$868,575	\$ 233	\$ 711	\$ 843,557	\$ (25,018)	1,224	1,642	8,613	1,642	(418)	(418)	4	16	51	74.5%	100.5%	74.5%	74.5%	100.5%	100.5%	14	1.1%	14	1.1%	17	1.4%	

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

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

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

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

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

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

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

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

Total vouchers available

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. =61

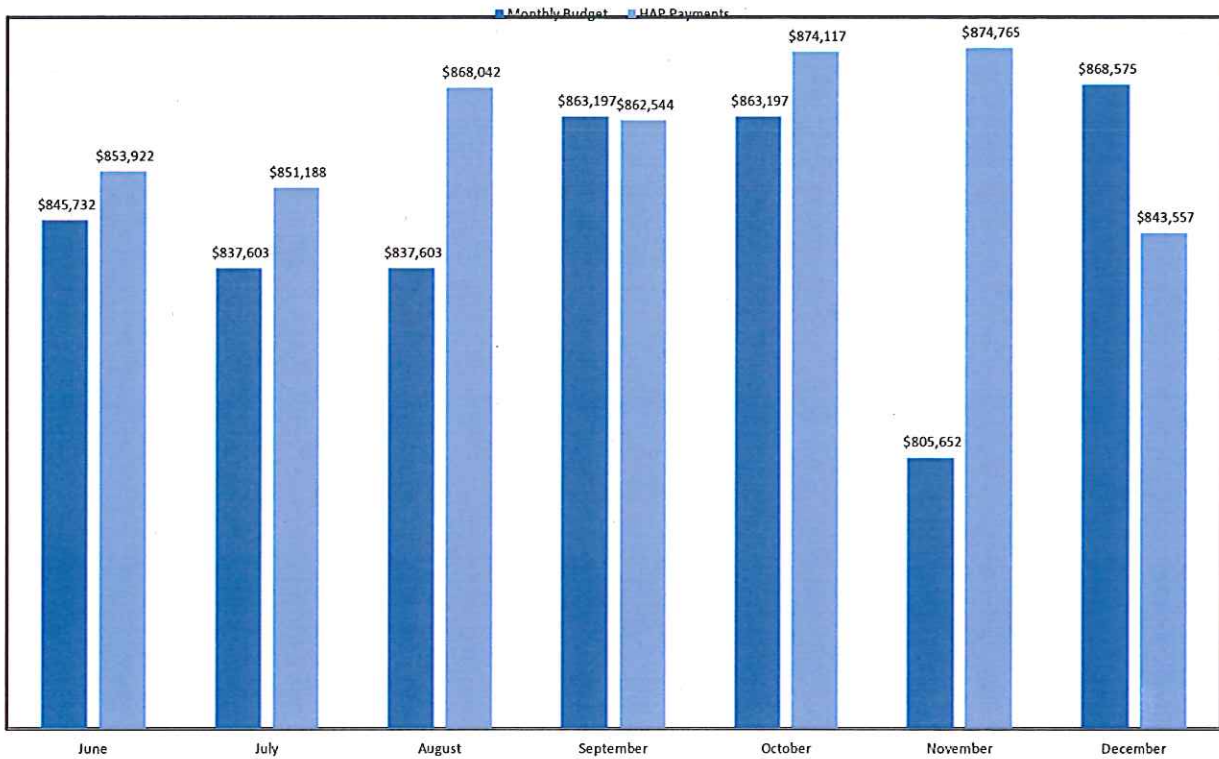
Homeownership: Current number of homeownership vouchers =3

Family Self Sufficiency Participants (FSS): Current number of participants involved in the Section 8 Family Self Sufficiency Program . =27

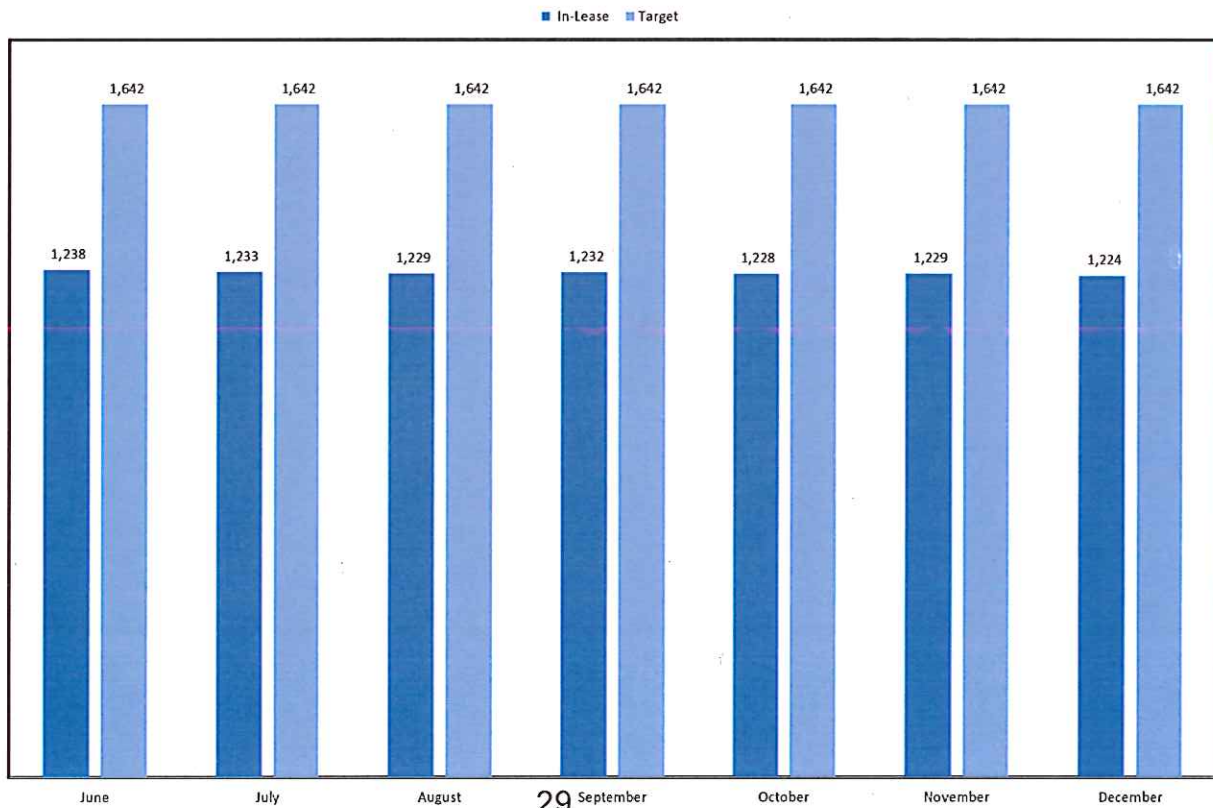
Section 8 Housing Choice Voucher Program Monthly Management Report

December 2021

Section 8 Monthly Housing Assistance Payments



Section 8 Vouchers In-Lease and Target Leasing Rate



BOARD RESOLUTION

Resolution No. 2022-01

Revision to the Kansas City, Kansas Housing Authority Admissions & Continued Occupancy Policy (ACOP)

WHEREAS, revision to the Kansas City, Kansas Housing Authority Admissions & Continued Occupancy Policy (ACOP) Chapter 4: Applications, Waiting List and Tenant Selection, Chapter 12: Transfer Policy and KCKHA Dwelling was published November 19, 2021.

BE IT RESOLVED that the Chapter 4: Applications, Waiting List and Tenant Selection, Chapter 12: Transfer Policy and KCKHA Dwelling of the KCKHA ACOP will be revised to reflect accommodations for persons with disabilities.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners does hereby approve Resolution No. 2022-01.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
January 20, 2022

New Business Consent Item: Revision to the Kansas City, Kansas Housing Authority Admissions & Continued Occupancy Policy (ACOP)

Resolution No: 2022-01

Background: The Kansas City, Kansas Housing Authority is required to have a 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. The Board was notified of the proposed language change on November 18, 2022. The language posted for 45-day public comment required by CFR 24 in all KCKHA offices, Unified Government Community Development lobby, the three Public Library lobbies and the KCKHA Resident Associations on November 19, 2022.

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.

Board Action:

Approve Resolution No. 2022-01, if appropriate.

BOARD RESOLUTION

Resolution No. 2022-02

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

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

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

WHEREAS, a revision of the Administrative Plan is prepared.

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

NOW, THEREFORE, BE IT FURTHER RESOLVED the Board of Commissioners does hereby approve Resolution Number No. 2022-02.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
January 20, 2022

New Business Consent Item Resolution Amending the Section 8 Housing Choice Voucher Administrative Plan

Resolution No. 2022-02

Background:

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

CURRENT ISSUE:

The amendments to the Administrative Plan are necessary to comply with HUD regulations while giving housing authorities the flexibility it needs to administer the Section 8 Housing Choice Voucher program accordingly. The proposed changes will strengthen the operations of the Section 8 Housing Choice Voucher program.

The amendments to the Administrative plan modify the sections listed below. Copies of the full chapters, with the proposed changes are provided to all Board members prior to the Board meeting.

Chapter 06 Income and Subsidy Determinations
Pages 6-14 to 6-15

Chapter 10 Moving with Continued Assistance and Portability
Pages 10-6

Chapter 11 Reexaminations
Pages 11-2 to 11-3

Chapter 12 Termination of Assistance and Tenancy
Pages 12-10 to 12-11

Chapter 13 Owners
Pages 13-3 to 13-5 and Pages 13-23 to 13-24

Chapter 15 Special Housing Types
Pages 15-14

BOARD ACTION:

Approve Resolution No. 2022-02, if appropriate.