



Agenda

Housing Authority of the City of Kansas City, Kansas

Special Meeting

Thursday, March 17, 2022
12:30 p.m.

Held Electronically
via Zoom

- I. Roll Call
- II. Swearing-in Ceremony
- III. Approval of the Minutes
Special Board Meeting February 17, 2022
(Pages 1—6)
- IV. Executive Director's Report
(Pages 7—29)
- V. Public Comments
Contact Jackie Randle at jrandle@kckha.org or (913) 281-3300 in advance of the meeting to be placed on the agenda to speak. Comments will have a time limit determined by the Chairman.
- VI. Committee Reports
- VII. New Business Consent Items:

Resolution No. 2022-04	Collection Loss Write-offs (Pages 30—31)
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- VIII. New Business Discussion Items:

Resolution No. 2022-05	Recognizing Broderick Crawford for his Valuable Service to the Housing Authority of the City of Kansas City, Kansas (Page 32)
Resolution No. 2022-06	Recognizing Cardelia Walker for her Valuable Service to the Housing Authority of the City of Kansas City, Kansas (Page 33)
Resolution No. 2022-07	PHA Board Resolution approving the Annual Operating Budget (Pages 34—35)
- IX. Executive Session
- X. Adjournment

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

Thursday, February 17, 2022
12:30 p.m.

Held Electronically
via Zoom

On the 17th day of February 2022 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, Vice-Chairman
Raul Escarcega, Commissioner
P. Anne McDonald, Commissioner
J.D. Rios, Commissioner
Chandra Ward, Commissioner
Linda Warner, Commissioner

ABSENT: Broderick Crawford, Commissioner
Jacques Barber, Commissioner
Rachel Jefferson, Commissioner
Cardelia Walker, Commissioner

ALSO, PRESENT: Andrea Tapia, Executive Director/CEO
Cherrie Escobar, Director of Section 8
Mark Hatchett, Asst. Director of Housing Operations-HM
Sharron Davis-Mays, Social Services Coordinator
Matthew Parker, 504 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
Hazel Davis, Mayor's Appointee
Judge Constance Mikesic, District 11

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

Chairman Watkins thanked everyone for participating in today's board meeting despite the inclement weather. The meeting was then turned over to Judge Courtney Mikesic who presented the Oath of Commissioner to Chandra Ward and

Raul Escarcega, respectively. Chairman Watkins thanked Judge Mikesic for her time in administering the oath. The judge agreed to sign the oaths and forward them over to the Housing Authority when she returns to her office.

The Chairman asked the new board members to introduce themselves. He advised that he knows Commissioner Ward from Leadership 2000 and she is a fellow realtor. Commissioner Ward thanked Chairman Watkins and the rest of the Board. She is a residential realtor with Keller Realtor and lives in the Turner area. Commissioner Ward is involved in her neighborhood, the Turner Recreation Commission, PTAs, and several other things. She likes to be involved and help however she can. Chairman Watkins noted he was glad to have Commissioner Ward and was looking forward to her perspective. He noted that Unified Government Commissioner Markley found a good replacement for Tim (Rhodes) and advised that Commissioner Ward has big shoes to fill as Tim did a lot of work with this Board.

Chairman noted it was nice to meet Commissioner Escarcega and that he would add diversity to the Board. Commissioner Escarcega thanked the Board and noted it was an honor to be part of the Board and sit among giants. He grew up in the Kansas City, Kansas area, graduated from the University of Kansas two years ago with a Bachelor of Science degree. He currently serves as a community health care work at Puntos where they try to better the life of Latinos here in Wyandotte County. He also serves in numerous educational roles. He is currently an instructor at an Academy. He helps students with earning their degrees in higher education and serves on various other boards. Chairman Watkins noted the education piece, and he looks forward to seeing how Commissioner Escarcega can serve on this board.

Ms. Randle advised the Chair that Hazel Davis was present at the meeting today and will be sworn in as Commissioner on April 1, 2022. Ms. Davis noted she was born and raised in Kansas City, Kansas and graduated from Wyandotte High School in 1976. She retired from General Motors in 2016. She is the Recording Secretary for the local retiree's chapter of the UAW, 3rd Vice-President of the NAACP and Recording Secretary of the Multi-purpose Vernon Center. She wants to make a difference and help the community. Chairman Watkins noted he appreciated having Ms. Davis and she would be the mayor's appointment starting in April.

Chairman Watkins called for approval of the minutes of January 20, 2022. Commissioner Rios made the motion to approve the minutes of January 20, 2022. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

AYES: Banks, Escarcega, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Barber, Jefferson, Crawford, Walker

ABSTAIN: None

Motion carried.

Executive Director's Report

- Ms. Tapia congratulated the newest appointees on their appointment to the Board and expressed that she was looking forward to working with them.
- Ms. Tapia's report began with the Housing 101 program held on February 9, 2022. There were over 40 participants, representing several agencies in Wyandotte County. It was very informative with Cherrie Escobar, Sharron Davis-Mays, Elaine Stroud, and others participating on behalf of the agency. We allowed for questions and the individuals were able to tell us about their programs and how we could work together as a community to help those in need. We will have the Housing 101 program again in April or May. A lot of agencies have reached out to Ms. Davis-Mays and will be able to participate in our next Housing 101 program.
- Ms. Tapia advised that Mental Health Awareness Training will take place in March instead of February, due to COVID-19 increases in December and January, which caused us to push the training back to March.
- Ms. Tapia noted that our staff will participate in free online training which can cost more than \$1,000 per person. Employees have until December 31, 2022, to take the training. The training includes 504, sexual harassment and diversity and program trainings. She then introduced our new 504 Coordinator, Matthew Parker. Mr. Parker noted that he grew up in a small town north of the MCI airport. He graduated from Northwest Missouri State University with a degree in Emergency Management and Emergency Planning. After graduation he handled auto claims and claims investigation for Farmers Insurance. He has done auditing for a hazmat company in south Olathe. His background is in auditing, investigations, and policy reading. He is excited for the opportunity to serve people in this community and is available if anyone needs to reach him. Chairman Watkins noted he was happy to meet Matthew (Parker) and asked if the Board had any questions.

Vice-Chairman Banks asked about the status of our security agreement. Ms. Tapia noted that staff is monitoring the booth for right now. We are still looking to get a security company, but until that time, we have hired staff to monitor the booth. The qualifications are the same as those from Veterans Securing America. She noted that we feel good about the individuals manning the booth at Wyandotte Towers. The Vice-Chairman asked if we were still wanting to hire a contractor and Ms. Tapia indicated that was correct. We also want to look at additional security on other properties. Vice-Chairman Banks asked if there was a timeline. Ms.

Tapia noted the bid was put out twice and we would continue to put the bid out until we find a contractor to take over our security. Commissioner Ward asked where the bid is located. Ms. Tapia noted that we advertise in the local newspapers. Mr. Shomin offered that we run an ad in the KC Star, Dos Mundos, Hispanic News and the Call, and all our bid opportunities are available on our website under Procurement Opportunities. He believes the security bid information is still listed on our website. Vice-Chairman Banks asked if we did anything on other media sites like Facebook? Mr. Shomin indicated that we do not.

Committee Reports

Bylaws

Chairman Watkins noted that a meeting was set up that did not occur.

Finance

Commissioner McDonald indicated that she dropped the ball, and she would call Nebyu (Tilahun) today. She noted that they have lost committee members, J.D. (Commissioner Rios), has joined but they need other Board members to join the committee. Chairman Watkins advised there are only two Board members on the Finance committee, and he would need to rework the committees since there are new members on the Board. He thanked Nebyu (Tilahun) for reworking his financial report for the List of Items over \$1,000; because of the financial discussion last month.

Personnel

Vice-Chairman Banks noted they need to get information disseminated to the committee members for their comments to have an intelligent meeting on where we go from here.

Chairman Watkins noted he would reach out to Commissioners Escarcega and Ward to determine which committees they would serve on. He shared that the committees are Bylaws, Finance, Inclusion and Public Information, Personnel, Development and Resident Participation.

The following committees did not meet: Bylaws, 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 No. 2022-03. Vice-Chairman Banks made the motion to approve Resolution No. 2022-03. Commissioner Rios seconded the following vote was recorded:

AYES: Banks, Escarcega, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Barber, Crawford, Jefferson, Walker

ABSTAIN: None

Motion carried.

Resolution No. 2022-03, Authority to accept the low bid and award a contract for retaining wall repair at K1-54 (7) Scattered Site development located at approximately 5th Street and Cleveland Avenue to Heartland Foundation Solutions.

The retaining wall at K1-54 Scattered Sites located at 5th Street and Cleveland Avenue has collapsed and needs repair and replacement. Plans were prepared by the architect to remove the collapsed portion of the wall and replace it with a segmented block wall material, install new stairs to the parking lot, place fencing around the retaining wall and make other improvements as warranted. The Invitation to bid was advertised in the usual publications, posted on the Housing Authority website, and mailed directly to 177 general and Section 3 contractors, and 25 landscape and excavation contractors. The Pre-bid conference was held on December 15, 2021. Three contractors submitted bids: Heartland Foundation Solutions of Olathe, Kansas; Mega KC Corporation of North Kansas City, Missouri; and N.W. Rogers Construction, Inc. of Blue Springs, Missouri. The apparent low bidder was Heartland Foundation Solutions with a bid of \$250,802.88. The range was \$250,802.88—\$338,000 and a bid tab sheet was provided. The architect's estimate for the work is \$190,447.07. The staff and architect are recommending the acceptance of the low bid due to the current construction climate and supply chain issues. A rebid would not be beneficial to the Housing Authority. Heartland has been in business for 12 years and the Housing Authority has no previous experience with this contractor. Positive references were received. There is \$75,128.59 in the 2019 Capital Fund Program; \$100,000 in the 2020 Capital Fund Program and \$75,675 in the 2021 Capital Fund Program budgeted for this work. Heartland does not appear on the List of Parties excluded from Federal Procurement or Nonprocurement programs. Our Procurement Policy requires Board approval on all contracts over \$75,000. The staff and architect recommend

approval of this contract with Heartland Foundation Solutions in the amount of \$250,802.88 for retaining wall repairs and improvements at K1-54 (7) Scattered Site, 5th Street and Cleveland Avenue in Kansas City, Kansas.

RESOLUTION NO. 2022-03—AUTHORITY TO ACCEPT THE LOW BID AND AWARD A CONTRACT FOR RETAINING WALL REPAIR AT K1-54 (7) SCATTERED SITE DEVELOPMENT LOCATED AT APPROXIMATELY 5TH STREET AND CLEVELAND AVENUE TO HEARTLAND FOUNDATIOIN SOLUTIONS

Chairman Watkins noted the Board would need to go into Executive Session for 20 minutes to discuss a property matter. Commissioner McDonald made the motion to go into Executive Session. Commissioner Warner seconded the motion, and the following vote was recorded:

AYES: Banks, Escarcega, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Barber, Crawford, Jefferson, Walker

ABSTAIN: None

Motion carried.

Ms. Tapia was present during Executive Session which began at 12:58 p.m. and ended at 1:18 p.m.

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: March 17, 2022
Re: Executive Director's Report

Administration

Juniper Gardens

On February 18, 2022, the Physical Needs Assessment was resubmitted to the Special Applications Center (SAC) for review and approval. Once approval is received, we will continue the relocation process.

Mental Health Awareness Workshop

On March 9th and 11th KCKHA staff attended the Mental Health Awareness Workshop. The March 10th date is being rescheduled due to weather. The workshop provided an overview of the major mental illnesses and ways to approach those experiencing depression, anxiety, bipolar and schizophrenia disorders, and effective ways to respond to individuals with mental illnesses especially when they are in crisis. Community resources and treatment strategies were highlighted as it pertained to situations encountered. There was also a 1-hour workshop on *Self-Care*, that covered ways to harness the power of self-care in one's life.

Housing and Urban Development's Office of Davis-Bacon Labor Standards (DBLS)

On March 11, 2022, KCKHA staff met with Ms. Jerlinda Banks, Central Area HUB Director and Ms. Denise Polk, Labor Standards Specialist. Ms. Banks just recently joined the Office of Davis-Bacon and Labor Standards, and her jurisdictional coverage includes Missouri, Kansas, Nebraska, and Iowa. Ms. Banks met with staff to discuss the Federal Labor Standards oversight for our agency, local concerns regarding Federal Labor Standards when working with contractors, and local programming of Section 3 outreach and how we can advance outreach to our residents.

We did ask for additional Davis-Bacon and Section 3 training and HUD has agreed to provide training to our agency and our contractors, sometime toward the end of April.

Bonner Springs

On July 1, 2021, KCKHA took ownership of Bonner Springs Housing Authority and on March 1, 2022, KCKHA received the Deed of Trust.

On September 26, 2021, a Physical Needs Assessment was completed for the Vaughn Dale property in Bonner Springs, we received the final report in February 2022. It was reported that the site was observed to be in overall fair condition, with some dwelling units showing some signs of wear and tear. We continue to maintain full occupancy of the Bonner Springs property.

Maintenance Operations

In reviewing the 2021 Physical Needs Assessments, and final scoring of the most recent Real Estate Assessment Center (REAC) Inspections, it is apparent that many of KCKHA's public housing units need renovations. We understand that renovations are costly, and short-term preventative maintenance is necessary, however, we know long-term deferred maintenance can create additional damages.

As we plan for long term fixes, we will begin with a preventative maintenance program that allows KCKHA to anticipate wear and tear while lowering operating cost and reducing inspection deficiencies. Our maintenance program will be comprised of administrative procedures along with maintenance procedures that will describe the overall approach to goals within the program. In conjunction with our program approach, KCKHA will participate in monthly meetings with HUD to track our progress in addressing the REAC deficiencies we received.

Networking

Wyandotte County Mayor Office

On February 3, 2022, and March 1, 2022, I had the pleasure of speaking with Dr. Edwards, Chief of Staff to Mayor Garner. We discussed the housing needs within our community and the services our housing agency provides. Dr. Edwards discussed the Mayor's focus on addressing homelessness and houselessness in Wyandotte County.

I look forward to working with the Mayor's Office to address and discuss the many concerns our community has with affordable housing and accessibility to housing and discussing ways we can help eradicate homelessness.

Catholic Charities of Northeast Kansas

On February 24, 2022, I had the pleasure of meeting with Ms. Lauren Solidum, President and CEO of Catholic Charities of Northeast Kansas. We thanked Ms. Solidum for the many services and contributions that Catholic Charities has provided our agency and our residents. We also discussed the many ways we can work together to address the housing needs within our community. On Thursday, April 14, 2022, Catholic Charities has agreed to provide the KCKHA with a *Lunch and Learn* presentation covering the

agency's work, mission and highlights of their family support centers, long-term strengthening programs, workforce programs, pregnancy counseling and family financial transformation programs.

aSTEAM Village

On February 11, 2022, I had the pleasure of meeting with Ms. Roslynn Brown, Mr. Chester Thompson and Mr. William Wells, Executive Director of aSTEAM Village. Mr. Wells described aSTEAM as a community education initiative that encourages the teaching of Science, Technology, Engineering, Arts and Mathematics (STEAM).

Mr. Wells has been invited to speak with our Family Self-Sufficiency Program participants to discuss aSTEAM and the many services they provide.

Friends of Yates

On February 19, 2022, I had the honor of participating in the Friends of Yates *Black Women and Men of Distinction* Award Program and I am humbled and honored to have been part of the program. The Friends of Yates demonstrate a strong commitment to serve in a way that is selfless and compassionate. Although their program was intended to recognize community leadership, it is their hard work and community activism that deserves recognition.

I want to thank Friends of Yates for giving me a gracious welcome to this community.

Unity With Purpose

On February 26, 2022, I had the honor of participating in the *Unity with Purpose Recognition of Black Leadership in KCK* program. The program was a great way to introduce City Leaders to the Community and provide information about the organization in which they serve.

Wyandotte County/ Kansas City Consolidated Plan and Analysis of Impediments (AI) interviews

On February 28, 2022, KCKHA had an opportunity to speak to Kim Mitchell, with Mosaic Community Planning to discuss the Unified Government of Wyandotte County and Kansas City development of its five-year Consolidated Plan to improve housing options and encourage community development in the city and county. There was discussion on affordable housing and the lack of affordable housing units in Wyandotte and what can or should be done to improve housing stock. There was discussion on the Unified Government interest in Community Development Block Grant (CDBG), HOME Program, and Emergency Solutions Grants (ESG) funds.

Mobility Summit

On March 2, 2022, I attended the Mobility Summit. The Summit allowed several representatives throughout Wyandotte County and the region to share a vested interest in improving multimodal options within their communities and support countywide measures that addresses the County's challenges, through shared ideas and collaborative exercises.

The following are monthly reports provided by staff:

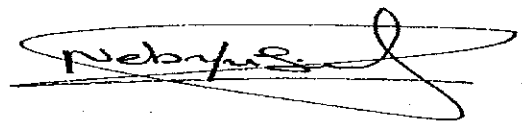
- A. Statement of Funds
- B. Delinquency Report
- C. Disbursements of \$1,000
- D. Operating Receipt and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Monthly Move-outs and Move-ins
- H. Modernization Report
- I. Resident Initiative Report
- J. Section 8 Utilization Report

Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended February 28, 2022

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.015%		\$90,917.20	Liberty
Payroll Account	0.00%		\$69,378.80	Liberty
ACH Pymt Account	0.00%		\$3,093.37	Liberty
Rent Depository Account	0.00%		4,315,438.20	Bank of Labor
Rent Bank Deposit Accounts	0.019%		\$90,075.96	Various
Homeless Prevention Program	0.049%		5,496.51	Bank of Labor
Sponsorship Program	0.019%		19,748.70	Bank of Labor
Section 8 Checking	0.00%		417,366.64	Bank of Labor
EPC Replacement Reserve Acct	0.015%		\$38,862.24	Liberty
Family Self Sufficiency	0.019%		\$19,787.98	Bank of Labor
KCKHA Debt Service Account			\$812,800.72	Deutsche Bank
CD#120245349	0.010%	09/01/22	\$500,000.00	Bank of Labor

(a) Represents Rates as of March 11, 2022 provided by Banks.

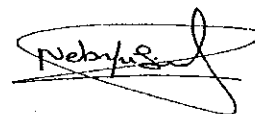
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Nebyu Tilahun
Director of Finance

Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of February 28, 2022

	<u>Rent & Other Charges</u>	<u>Repayment Agreements</u>	<u>Net Total</u>
Accounts Receivable (Amounts Delinquent)	\$264,672.87	(\$74,741.88)	\$189,930.99
 Total Charges to Tenants for Month			 \$423,432.44
 Delinquency Ratio			 44.86%
 Petitioned to Court			 <u>16</u>
 Praecipes Issued			 <u>16</u>
 Evictions			 <u>7</u>
 Pending Evictions			 <u>2</u>



Nebyu Tilahun
Director of Finance

Kansas City, Kansas Housing Authority	
Payments Over \$1,000.00	
For The Month of FEBRUARY '22	
CONTRACTS	
MAINTENANCE COSTS	
BLUELINX CORPORATION	\$5,340.42
Carpet Corner Inc.	\$7,478.63
Carpet Corner Inc.	\$3,727.42
CINTAS CORPORATION No. 2	\$1,011.85
ConvergeOne, Inc	\$1,186.80
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
Delta Innovative Services	\$2,989.00
Design Mechanical, Inc.	\$4,750.00
DORMAKABA USA INC	\$2,441.38
DORMAKABA USA INC	\$2,008.95
DORMAKABA USA INC	\$1,397.00
Ferguson Enterprises, LLC.	\$4,678.15
Fire & Security Solutions	\$1,419.95
FOLEY EQUIPMENT	\$1,320.60
General Electric Company	\$4,770.00
H.D. Supply	\$1,034.82
KEMPKE CONTRACTORS, LLC	\$7,262.00
Kenton Brothers Locksmiths, Inc	\$3,340.00
Lippert Mechanical Serv Corp	\$2,055.85
Martin Mechanical Corporation	\$13,186.00
Martin Mechanical Corporation	\$3,627.00
MEI TOTAL ELEVATOR SOLUTIONS	\$4,397.01
OSCARS MAINTENANCE SERVICE CORP, LLC	\$2,420.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$2,140.00
Plumb Supply Company, LNX	\$7,219.94
Precision Plumbing & Construct, Inc	\$11,740.00
Precision Plumbing & Construct, Inc	\$6,043.76
Precision Plumbing & Construct, Inc	\$5,183.70
Precision Plumbing & Construct, Inc	\$4,126.86
STACO ELECTRIC CONSTRUCTION CO	\$8,628.21
STACO ELECTRIC CONSTRUCTION CO	\$3,959.02

Stanion Wholesale Elec. Co.	\$10,138.40
SUTTON REMODELING, LLC	\$3,400.00
Vestals Welding & Fabrication	\$1,100.00
Waste Management	\$7,801.22
Waste Management	\$1,203.49
MISCELLANEOUS	
American Express	\$3,714.65
AT&T	\$9,159.10
AT&T	\$2,459.38
AT&T	\$1,498.30
ENTERPRISE FM TRUST	\$5,261.77
Evans & Mullinix, P.A.	\$6,402.50
Evans & Mullinix, P.A.	\$4,484.00
Kinkos Fedex	\$3,037.09
MASTERCARD	\$1,860.82
New Village Printing & Promotional, LLC	\$1,701.42
New Village Printing & Promotional, LLC	\$1,698.01
OFFICE ESSENTIALS, INC	\$2,798.59
OFFICE ESSENTIALS, INC	\$2,351.87
PayLease, LLC	\$2,856.54
REPUBLIC SERVICES #468	\$1,888.27
Sharion Brenson	\$1,137.47
Talx Corporation	\$2,896.67
Time Warner Cable	\$1,277.14
U.S BANK EQUIPMENT FINANCE	\$3,962.64
Verizon Wireless	\$2,217.28
WEX BANK DBA WRIGHT EXPRESS FSC	\$4,903.14
MODERNIZATION	
GE APPLIANCES	\$8,075.00
Infinity Group LLC	\$283,230.44
PAYROLL COSTS	
Blue Cross Blue Shield Of KC	\$103,628.29
Delta Dental	\$4,437.56
Kansas Public Employ Ret Syst	\$29,963.28
Kansas Public Employ Ret Syst	\$29,769.83

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Kansas City, Kansas Housing Authority
Operating Income and Expenditure
For the Period Ended January 31, 2022

	CEN OFFICE YR TO DATE	%	CEN OFFICE BUDGET	PUBLIC HSG YR TO DATE	%	PUBLIC HSG BUDGET	SECTION 8 YR TO DATE	%	SECTION 8 BUDGET	FSS YR TO DATE	TOTAL YR TO DATE	%	TOTAL BUDGET
OPERATING INCOME:													
Dwelling Rent				\$4,123,251.25	85%	\$4,831,188.00					\$4,123,251.25	85%	\$4,831,188.00
Fraud Recovery Income							\$86,113.59				\$86,113.59		
Interest Income	\$940.81	428%	\$220.00	\$189.03	12%	\$1,540.00					\$1,129.84	64%	\$1,760.00
Tenant Income				\$233,526.12	89%	\$261,365.00					\$233,526.12	89%	\$261,365.00
Transfer from CFP				\$58,721.14	5%	\$1,097,012.00					\$58,721.14		\$1,097,012.00
Other Income	\$475,843.38	87%	\$549,425.00	\$196,976.93	338%	\$58,630.00	\$4,652.55				\$677,472.86	111%	\$608,055.00
Fee for Services - COCC	\$1,268,282.77	90%	\$1,402,710.00							\$59,882.81	\$1,268,282.77	90%	\$1,402,710.00
FSS Grant Income											\$59,882.81		
Management Fees											\$1,562,233.02	84%	\$1,870,490.00
Total Operating Income	\$3,307,299.98	87%	\$3,822,845.00	\$4,612,664.47	74%	\$6,249,733.00	\$90,766.14			\$59,882.81	\$8,070,613.40	80%	\$10,072,578.00
Operating Subsidy				\$7,847,200.20	90%	\$8,716,623.00					\$7,847,200.20	90%	\$8,716,623.00
Section 8 Admin Fees							\$671,499.00	82%	\$819,070.00		\$671,499.00	82%	\$819,070.00
Total Operating Receipts	\$3,307,299.98	87%	\$3,822,845.00	\$12,459,864.67	83%	\$14,966,356.00	\$762,265.14	93%	\$819,070.00	\$59,882.81	\$16,589,312.60	85%	\$19,608,271.00
OPERATING EXPENSES:													
Administrative Salaries	\$851,517.75	76%	\$1,126,387.00	\$779,219.11	74%	\$1,045,950.00	\$290,263.71	81%	\$356,623.00	\$59,827.15	\$1,960,827.72	78%	\$2,528,960.00
Management Fees	\$154,772.61	88%	\$175,312.00	\$1,324,976.52	84%	\$1,575,740.00	\$237,256.50	80%	\$296,751.00		\$1,562,233.02	84%	\$1,870,491.00
Other Admin Expenses				\$281,713.09	72%	\$392,262.00	\$52,353.42	82%	\$63,855.00		\$488,821.12	77%	\$631,429.00
Tenant Services													
Tenant Services Salaries				\$34,476.43							\$34,476.43		
Resident Assoc Expenses				\$2,417.35	10%	\$25,350.00					\$2,417.35	10%	\$25,350.00
Other Expenses				\$34,645.63	205%	\$16,924.00					\$34,645.63	205%	\$16,924.00
Total Utilities													
Maintenance Salaries	\$40,812.18	84%	\$48,630.00	\$2,334,682.96	81%	\$2,864,776.00					\$2,375,495.14	82%	\$2,913,406.00
Maint Materials	\$834,683.36	69%	\$1,216,464.00	\$1,357,717.14	80%	\$1,691,218.00					\$2,192,400.50	75%	\$2,907,682.00
Maint Materials	\$331,442.36	290%	\$114,318.00	\$303,741.70	47%	\$653,582.00	\$2,369.46	213%	\$1,110.00		\$639,533.52	83%	\$769,010.00
Fee for Services - COCC				\$1,268,282.77	90%	\$1,402,710.00					\$1,268,282.77	90%	\$1,402,710.00
Other Maint Contracts	\$113,651.01	89%	\$128,134.00	\$1,241,615.92	94%	\$1,319,804.00	\$25,984.69	88%	\$29,493.00		\$1,381,251.62	93%	\$1,477,431.00
Security Salaries													
Other Security Expense				\$65,093.87	39%	\$166,533.00					\$65,093.87	39%	\$169,033.00
Insurance													
Terminal Leave Payments	\$85,746.47	73%	\$115,091.00	\$426,231.21	73%	\$568,021.00	\$18,907.04	71%	\$26,652.00		\$528,884.72	75%	\$709,764.00
Employee Benefit Contributions				\$878,045.96	95%	\$928,944.00	\$95,978.93	79%	\$121,031.00	\$20,055.66	\$1,560,297.92	85%	\$1,845,094.00
Collection Losses				\$100,552.06	18%	\$549,310.00					\$100,552.06	18%	\$549,310.00
Interest Expense				\$453,151.62	78%	\$596,652.00					\$453,151.62	78%	\$596,652.00
Other General Expense	\$1,552.98			\$3,035.14	759%	\$400.00	\$12,438.83	113%	\$11,000.00		\$17,026.95	149%	\$11,400.00
Total Routine Expenses	\$2,978,396.09	80%	\$3,721,955.00	\$10,891,598.48	79%	\$13,796,176.00	\$735,534.58	81%	\$906,515.00	\$59,882.81	\$14,665,411.96	80%	\$18,424,646.00
COVID													
Casualty Losses - Net	\$3,950.98			\$637.00							\$4,587.98		
											(\$21,220.76)		
Total Operating Expenses	\$2,982,347.07	80%	\$3,721,955.00	\$10,871,014.72	79%	\$13,796,176.00	\$735,534.58	81%	\$906,515.00	\$59,882.81	\$14,648,779.18	80%	\$18,424,646.00
Prior Year Adjustments													
Total Operating Expenditures	\$2,982,347.07	80%	\$3,721,955.00	\$10,871,014.72	79%	\$13,796,176.00	\$735,534.58	81%	\$906,515.00	\$59,882.81	\$14,648,779.18		\$18,424,646.00
Gain/(Loss) from Operations	\$324,952.91		\$100,890.00	\$1,588,849.95		\$1,170,180.00	\$26,730.56		(\$87,445.00)		\$1,940,533.42		\$1,183,625.00

*** January is the 10th month of the Fiscal Year Ending March 31st
 *** Percentages 83.3% or 10/12th of the year

Nebyu Tilaahun, Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY
MAINTENANCE REPORT
FOR THE MONTH OF FEBRUARY 2022**

CUSTOMER SERVICE & SATISFACTION SURVEY - FEBRUARY 2022

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
02/02/22	144	18	162	9	9	0	9
02/03/22	116	10	126	4	4	0	6
02/04/22	145	12	157	6	6	0	6
02/07/22	81	13	94	5	5	0	8
02/08/22	170	24	194	12	12	0	12
02/09/22	111	14	125	9	9	0	5
02/10/22	140	12	152	2	2	0	10
02/11/22	146	17	163	6	6	0	11
02/14/22	123	16	139	7	7	0	9
02/15/22	116	14	130	7	7	0	7
02/16/22	143	18	161	8	8	0	10
02/18/22	61	13	74	8	8	0	5
02/22/22	165	17	182	9	9	0	8
02/23/22	109	16	125	11	11	0	5
02/24/22	133	19	152	9	9	0	10
02/28/22	175	12	187	7	7	0	5
TOTAL	2,078	245	2,323	119	119	0	126

(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 49% of the service work orders completed
- (b) No Response 51% 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	41	65	106
Units in Mod	10	29	39
Juniper in Mod	161	0	161
Fire Units	0	0	0
Defer Maint	6	1	7
Rentable Units	35	64	99
Move-Ins	7	30	37
Move-Outs	10	41	51
Units Available	5	8	13

REPORT F

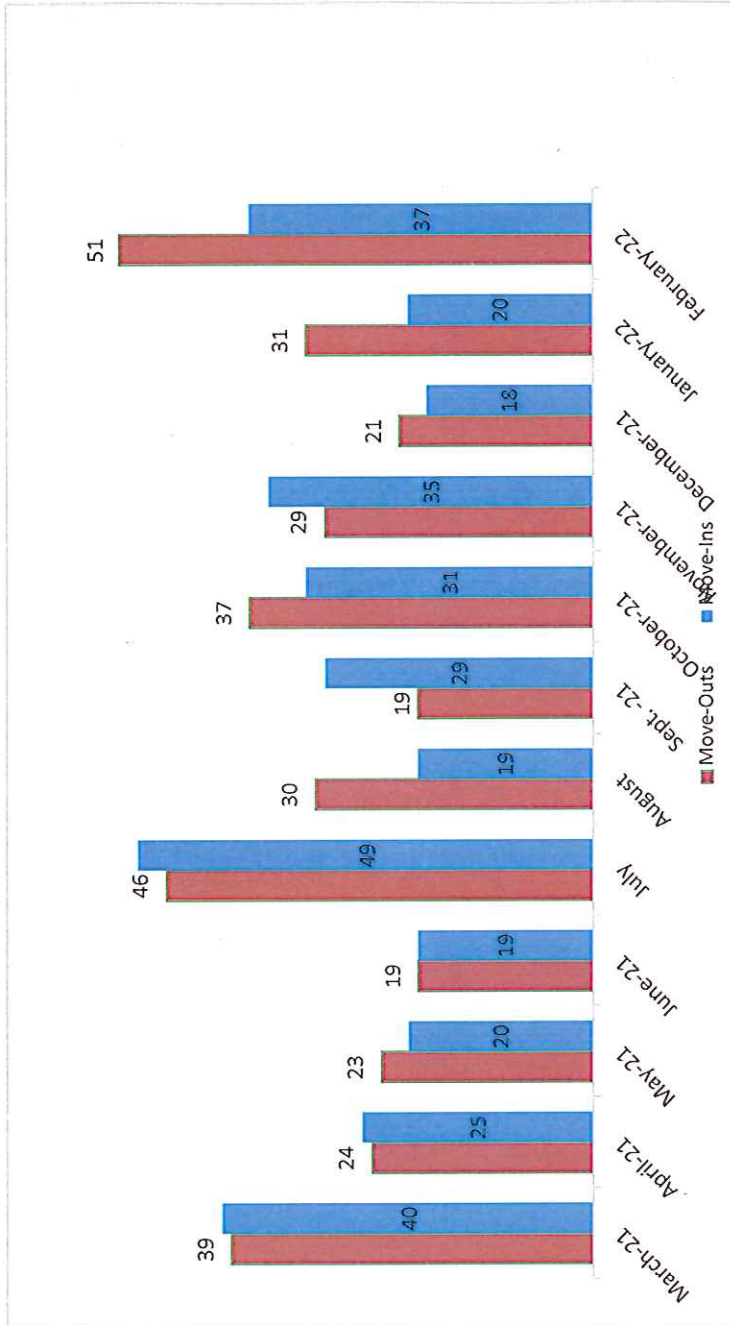
**Kansas City, Kansas Housing Authority
January 2022 (Rentable Units) Occupancy Report**

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	92	-	12	161	100%	43%
K1-2 D(1) ST. MARGARETS PARK	100	97	2	1		98%	96%
K1-3 D(1) CYRUS K. HOLIDAY	60	53	6	1	-	90%	98%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	270	23	6	3	92%	97%
K1-5*M(2) D(1) BELROSE MANOR	90	82	5	1	2	94%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	95	6	-	-	94%	98%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	90	5	3	1	95%	92%
K1-7 D(1) SCATTERED SITES	24	19	3	2		88%	96%
K1-9 D(1) SCATTERED SITES	30	30	-			100%	90%
K1-10 *M(2) SCATTERED SITES	42	35	4		3	90%	88%
K1-11 M(1) D(1) GRANDVIEW PARK	40	37	2	1		95%	90%
K1-12 D(2) CHALET MANOR	66	58	5	2	1	92%	89%
K1-13 WELBORN VILLA	80	77	3	-		96%	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	119	3	-		98%	97%
K1-20 D(1) WESTGATE TOWERS	163	151	10	1	1	94%	94%
K1-21 D(1) SCATTERED SITES	8	7	1			88%	100%
K1-22 WESTGATE VILLA	20	19	1			95%	95%
K1-23 D(1) SCATTERED SITES	38	37	1			97%	97%
K1-24 M(18) PLAZA TOWERS	115	82	4		29	97%	100%
K1-25 D(1) SCATTERED SITES	12	10	1	1		92%	100%

**Kansas City, Kansas Housing Authority
February 2022 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	92	161	12	-	39%	43%
K1-2 D(1) ST. MARGARETS PARK	100	97	2	1		98%	96%
K1-3 D(1) CYRUS K. HOLIDAY	60	53	6	1	-	90%	98%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	270	26	6	-	91%	97%
K1-5*M(2) D(1) BELROSE MANOR	90	82	7	1		92%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	95	6	-	-	94%	98%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	90	6	3		94%	92%
K1-7 D(1) SCATTERED SITES	24	19	3	2		88%	96%
K1-9 D(1) SCATTERED SITES	30	30	-			100%	90%
K1-10 *M(2) SCATTERED SITES	42	36	6			86%	88%
K1-11 M(1) D(1) GRANDVIEW PARK	40	36	2	1	1	95%	90%
K1-12 D(2) CHALET MANOR	66	58	6	2		91%	89%
K1-13 WELBORN VILLA	80	77	3	-		96%	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	119	3	-		98%	97%
K1-20 D(1) WESTGATE TOWERS	163	151	11	1		93%	94%
K1-21 D(1) SCATTERED SITES	8	7	1			88%	100%
K1-22 WESTGATE VILLA	20	19	1			95%	95%
K1-23 D(1) SCATTERED SITES	38	37	1			97%	97%
K1-24 M(18) PLAZA TOWERS	115	54	33		28	71%	100%
K1-25 D(1) SCATTERED SITES	12	10	1	1		92%	100%

Kansas City, Kansas Housing Authority
The Last 12 Months



MODERNIZATION AND DEVELOPMENT REPORT

March 2022

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. Delivery of equipment has been delayed and now is scheduled for March 2022. A Notice to proceed was issued on March 1st, 2022. Preliminary work and demolition began on March 2, 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. 4th floor is substantial complete. A few punch list items remain and should be complete by March 7th, 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 was completed on February 22nd, 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 complete. Drywall installation, painting, and flooring installation is complete. Interior finish nearing completion on all buildings. This project is nearing completion; but has been delayed due to supply issues. Contractor reports that they were advised, by Board of Public Utilities, that 2 of the 9 meter banks needed have been received. Completion of project should take place approx. 2 weeks after the final meter banks are received.

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. Material shipments have been delayed and this is delaying the start of this project.

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 and submitted. The Disposition Application has been resubmitted to Special Application Center (SAC) and is currently being reviewed for approval. Minor modifications to the Physical Needs Reassessment were requested. The revised Physical Needs Reassessment was submitted to SAC on February 18th, 2022.

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.

K1-54(7) SCATTERED SITES RETAINING WALL REPAIR

Bids were received on January 12, 2022, for the repair of a retaining wall that has failed at approximately 5th Street and Cleveland Avenue. The Board authorized the award of a contract, at the February 2022 meeting, to Heartland Foundation Solutions, in the amount of \$205,802.88. Pre-construction meeting was held on March 10, 2022. Notice to Proceed will be issued when all required paperwork is submitted.

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

MARCH 2022

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council did not meet for the month of February.

On February 9th, 2022, the Kansas City, Kansas Housing Authority hosted its first Housing 101 program. There was a total of 42 participants representing approximately 17 community partners. We were able to educate our community partners on our housing programs and services and learn more about their programming.

On February 11th, 2022, I attended the community gardens meeting. They will be having further discussions with Andrea Tapia concerning their plans for the gardens.

On February 17, 2022, I attended a Section 3 webinar via Zoom. The webinar provided information on the new Section 3 changes. Public Housing Authorities must attempt to ensure that residents have opportunities to obtain employment from construction projects that the Housing Authority has on its public housing sites.

On February 24th, Andrea Tapia and I participated in a virtual meeting with Lauren Solidum, President/CEO, Catholic Charities. We exchanged information on each agency's programs. Ms. Solidum wants to set up a *Lunch and Learn* with the Housing Authority to learn more about our agency's services and programs.

Family Self-Sufficiency (FSS) statistics on the following page.

Month	December	January	February	March	April	Mays	June
Currently Enrolled	27	27	29	31	0	0	0
Exited	0	0	0	0	0	0	0
Port	1	0	0	0	0	0	0
Graduated	0	0	0	0	0	0	0
Money dispersed	0	0	0	0	0	0	0
Newly Enrolled this month	1	1	3	2	0	0	0
Interim withdrawals	0	0	0	0	0	0	0
Appts with participants	2	0	0	6	3	0	0
Credit Pull/review	0	0	0	0	0	0	0
Initial appts	1	0	3	0	0	0	0
Escrow Balance total	10,757.17	15,461	19,505.50	23,831.50	0	0.00	0
Participants with escrow	10	12	14	14	0	0	0
Currently contributing to escrow	9	12	14	14	0	0	0
SSI only	3	3	3	3	0	0	0
TANF	1	1	1	1	0	0	0
Employed	19	12	21	24	0	0	0

Section 8 Housing Choice Voucher Program Monthly Management Report

February 2022

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	Current Vouchers Looking	Utilization	Funding	Vouchers	YTD Utilization	Funding	Vouchers	ATTENTION RATE			
																				Monthly Attrition	Percent of Total Vouchers Leased	Average YTD Attrition	Average YTD Attrition
January	\$1,313,707	\$880,053	\$ 240	\$ 708	\$ 856,639	\$ (23,414)	1,216	1,642	1,216	1,642	(426)	(426)	34	74.1%	102.1%	74.1%	102.1%	14	1.2%	18	1.4%		
February	\$1,325,251	\$891,597	\$ 244	\$ 707	\$ 844,567	\$ (47,030)	1,209	1,642	2,425	1,642	(433)	(433)	75	73.6%	100.7%	73.6%	100.7%	10	0.8%	15	1.2%		

ATTRITION RATE			
Monthly Attrition	14	1.2%	18
Percent of Total Vouchers Leased	10	0.8%	15
Average YTD Attrition			
Average YTD Attrition			

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.

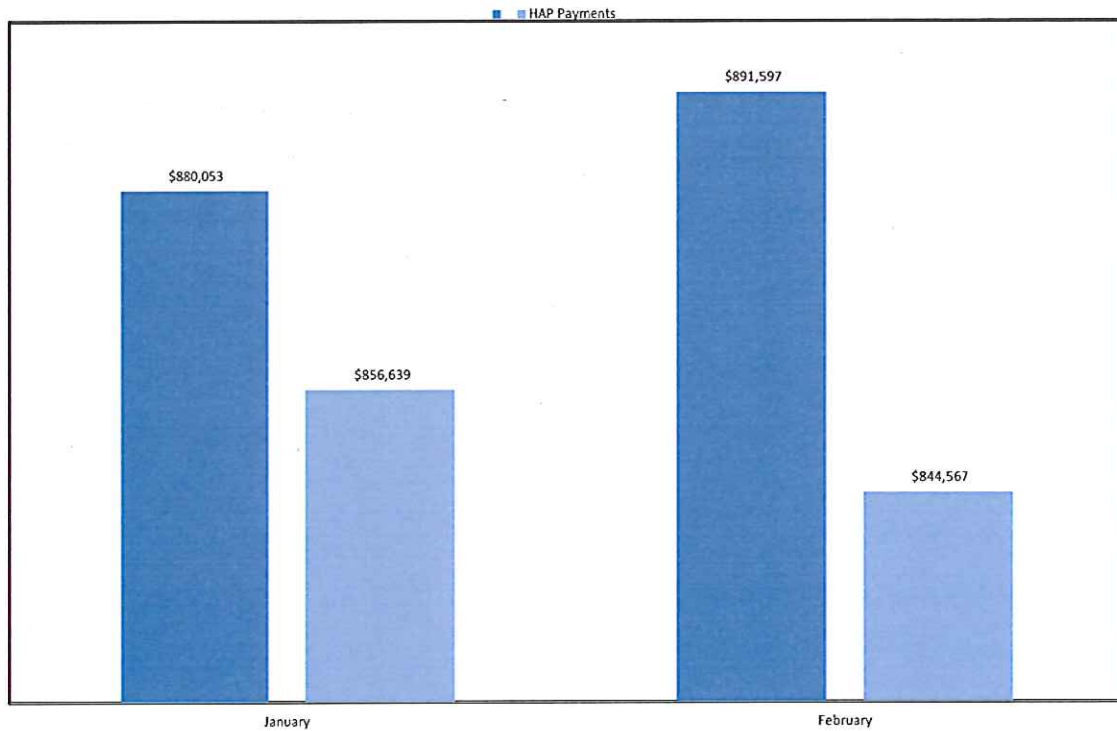
Current Vouchers Looking: This is the current number of vouchers that have been issued and the voucher holder is searching for a unit. -75

Homeownership: Current number of homeownership vouchers =4

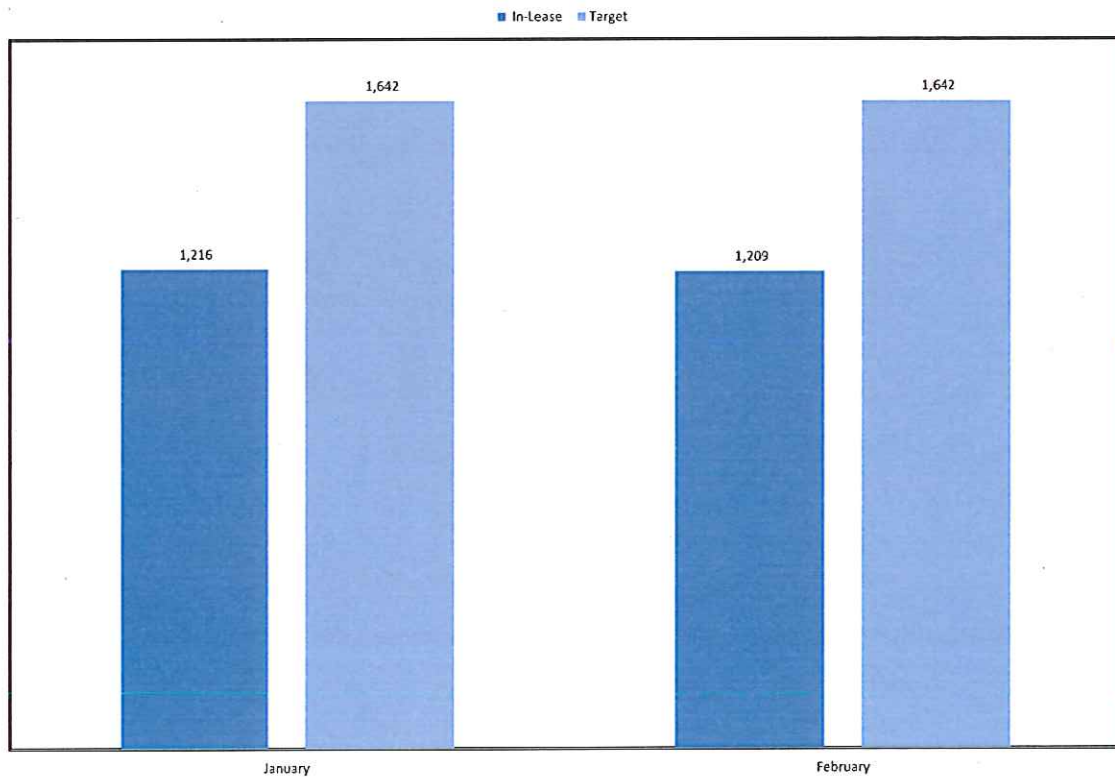
Family Self Sufficiency Participants (FSS): Current number of participants involved in the Section 8 Family Self Sufficiency Program . -33 enrolled, grant requested 25, grant allows for 74

February 2022

Section 8 Monthly Housing Assistance Payments



Section 8 Vouchers In-Lease and Target Leasing Rate



RESOLUTION NO. 2022-04

COLLECTION LOSS WRITE-OFFS

WHEREAS, the aged, vacated tenants' accounts balances have been reviewed and certain balances have been determined to be uncollectible.

BE IT RESOLVED; HUD requires that all write-offs be approved by the Board of Commissioners by resolution.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the total amount of \$68,426.97 be written off as a collection loss summarized by project on the attached schedule. The Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2022-04.

Kansas City Kansas Housing Authority
Board of Commissioner's Meeting
March 17, 2022

New Business Consent Item: Collection Loss—Write-Offs

Resolution No. 2022-04

Background:

The Kansas City Kansas Housing Authority (KCKHA) Finance Department submits for Board approval collection loss write-offs twice a year, in March and September on uncollectible dwelling rent and other charges. Other charges include maintenance charges, retroactive rent charges (due to unreported income) and court fees assessed during the current fiscal year. The U.S. Department of Housing and Urban Development (HUD) allows for the write-off of uncollected tenant receivables only when the tenant has vacated the premises.

Current Issue:

Staff has reviewed and prepared the list of aged, vacated tenants' accounts balances that are eligible to be written-off. These balances have been determined to be uncollectible in accordance with HUD regulations and can be included as part of the write-offs which requires Board of Commissioner's approval by resolution.

Board Action:

Approve Resolution No. 2022-04, if appropriate.

Resolution No. 2022-05

**RECOGNIZING BRODERICK CRAWFORD FOR HIS VALUABLE SERVICE
TO THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS**

WHEREAS, Broderick Crawford was as appointed by the Unified Government Board of Commissioners on October 31, 2019 to serve as a Commissioner for the Housing Authority of the City of Kansas City, Kansas; and

WHEREAS, he served faithfully during his tenure on the Board; and

WHEREAS, his health has prevented him from continuing to service; and

WHEREAS, this Housing Authority Board would like to recognize Broderick Crawford for his commitment, dedication, service, and good counsel.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Kansas City, Kansas that we to officially recognize and thank Broderick Crawford for his valuable contributions to the staff, residents, and citizens of this community.

Resolution No. 2022-06

**RECOGNIZING CARDELIA WALKER FOR HER VALUABLE SERVICE
TO THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS**

WHEREAS, Cardelia Walker was appointed by the Unified Government Board of Commissioners on April 1, 2018 to serve as a Commissioner for the Housing Authority of the City of Kansas City, Kansas; and

WHEREAS, she served faithfully during his tenure on the Board; and

WHEREAS, she completed her appointment to the Board effective March of 2022; and

WHEREAS, this Housing Authority Board would like to recognize Cardelia Walker for her commitment, dedication, service, and good counsel.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Kansas City, Kansas that we to officially recognize and thank Cardelia Walker for her valuable contributions to the staff, residents, and citizens of this community.

RESOLUTION NO. 2022-07

PHA Board Resolution Approving the Annual Operating Budget

BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of Kansas City, Kansas approves the fiscal year 2023 Operating Budget as presented to the Board of Commissioners.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution 2022-07.

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
March 17, 2022

New Business Discussion Item: PHA Board Resolution approving the Annual Operating Budget

Resolution No. 2022-07

Background:

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provided summary of the proposed/budget revenues and expenditures, approval of budgeted revenues and expenditures, and justification of certain specified amounts. HUD requires PHAs to submit the PHA Board Resolution Approving Operating Budget - HUD form 52574 as certification. The 2023 fiscal year budget is prepared for COCC, HCV and Public Housing Program.

Current Issue:

The Kansas City, Kansas Housing Authority (KCKHA) Finance Department prepares the Annual Operating Budget. The budget is prepared based on past revenue and expenditure trends. The draft budget was presented to the Finance Committee to review and make recommendations. After it is reviewed by the Finance Committee, staff prepares the final Operating Budget for the Board of Commissioners. Fiscal year 2022 budget was prepared based on 92% of proration level estimates. The final subsidy funding was at 96.74% proration.

HUD preliminarily funds PHAs based on interim estimate levels. From January to March 2022, we received the subsidy grant based on 95% proration rate. The fiscal year 2023 Operating budget was prepared using a 92% proration level estimate for the Public Housing program and 84.7% for the HCV program.

This requires Board approval by resolution, certified by the Board Chair by signing and submittal of the PHA Board Resolution Approving Operating Budget - HUD form 52574.

Board Action:

Approve Resolution No. 2022-07, if appropriate.