



Agenda

Housing Authority of the City of Kansas City, Kansas

Special Meeting

Thursday, August 18, 2022
12:30 p.m.

Held Electronically
via Zoom

- I. Roll Call
- II. Approval of the Minutes
Special Board Meeting July 21, 2022
(Pages 1—6)
- III. Executive Director's Report
(Pages 7—31)
- IV. 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.
- V. Committee Reports
- VI. New Business Consent Items:
 - Resolution No. 2022-23 Authority to Award the Bid and Authorize a Contract for Section 8 Housing Choice Voucher (HCV) Housing Quality Standards (HQS) Inspections with McCright and Associates (Pages 32—34)
 - Resolution No. 2022-24 Authorizing the Kansas City, Kansas Housing Authority to Apply for the 2022 Family Self-Sufficiency Coordinator Program (FSS) Grant (Pages 35—37)
- VII. New Business Discussion Items: None
- VIII. Adjournment

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

Thursday, July 21, 2022
12:30 p.m.

Held Electronically
via Zoom

On the 21st day of July 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
*Jacques Barber, Commissioner
Raul Escarcega, Commissioner
Rachel Jefferson, Commissioner
LaDora Lattimore, Commissioner
*P. Anne McDonald, Commissioner
J.D. Rios, Commissioner
Chandra Ward, Commissioner
Linda Warner, Commissioner

ABSENT: Hazel Davis, Commissioner

ALSO, PRESENT: Andrea Tapia, Executive Director/CEO
Worku Alem, Asst. Director of Finance
Cherrie Escobar, Director of Section 8
Mark Hatchett, Asst. Director of Housing Operations-HM
Matthew Parker, 504 Coordinator
Jacqueline D. Randle, Executive Services Manager
Anthony J. Shomin, Director of Contract Administration
Elaine Stroud, Director of Housing Operations
Chenaye Sutton, Self-Sufficiency Coordinator
Nebyu Tilahun, Director of Finance
Paul Grahovac, New Business Development/LEED AP

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

Chairman Watkins called for approval of the minutes of June 16, 2022.

Commissioner Jefferson asked would it be possible to receive the minutes referenced in the June 16, 2022 conversation Ms. Tapia had with HUD. Ms. Tapia responded that she could send the minutes and the presentation that was emailed to the Development Committee. Commissioner Lattimore asked would it go out to the committee or the whole board as she would like the information, too. Ms. Tapia noted she could do that. Ms. Tapia stated that the presentation from ND Consulting Group was not recorded. Commissioner Jefferson asked what was sent out to the Development Committee regarding the presentation. Ms. Tapia noted this was information provided by the Board Chair. Chairman Watkins noted he would find the information and send it. Commissioner Jefferson reiterated that she would look to receive the information from Chairman Watkins and the minutes with HUD from Ms. Tapia.

Commissioner Rios made the motion to approve the minutes of June 16, 2022. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

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

NAYS: None

ABSENT: Barber, Davis, McDonald

ABSTAIN: Lattimore

Motion carried.

Executive Director's Report

- Ms. Tapia noted that she wanted to talk about low-income public housing. She stated we have seen an increase in rental lease-ups as of June 30, 2022. We have also seen an increase in the collection of rents. There is a 3.5 percent decrease in delinquencies. Ms. Tapia advised there were 843 applicants on the waitlist for public housing which is a decrease from 984 on the waitlist in May 2022. Vice-Chairman Banks asked what was the decrease attributed to? Ms. Tapia stated the decrease in the waitlist comes from pulling individuals from the waitlist and housing them. She further stated that the waitlist is open constantly and there are a lot of things we do from that list, for example, we contact people and remove them from the waitlist if they are no longer looking for housing and this would decrease the waitlist. There are several variables that would decrease the waitlist.
- The Housing Choice Voucher program has completed 113 annual re-examinations as of June 2022. Staff has completed 58 interims, six change of units and 27 new admissions. There was one portability move-in or an individual that came from another area and used a port-in voucher to move to our area.

- Our Family Self-Sufficiency program continues to increase as well as the escrow. Ms. Sutton is doing an excellent job with the program and its success.
- Vice-Chairman Banks went back and asked about there being no difference with the metropolitan FMRs vs. the urban counties. Ms. Tapia explained that HUD makes a determination looking at various factors. She noted she could provide the formula. Ms. Tapia further explained that the 1.02735 is the same for Kansas and Missouri and it equates to an increase for our agency for HAP and utilities of \$280,643. Last year we were showing \$10,257,411 and received an increase of \$10,538,054 for a difference of \$280,643. This helps with the increase in utilities and related additional costs. Vice-Chairman Banks stated he would like to see a breakdown of this. Commissioner Jefferson asked would we receive a similar increase for public housing? Ms. Tapia advised that HUD has looked at the shortfall and looked at what we have going out and coming in. The difference is \$136,424. HUD looked at the operating expenses and it shows we will be at a shortfall of \$136,424 and that is what they are giving us. Ms. Tapia referred to the charts and said HUD looks at this information to make a determination. She explained that MASS is the Management Operations Indicator and PHAS is the Public Housing Assistance Systems.
- Commissioner Barber referred to page 9 and asked was that the new rents we are charging our residents. Ms. Tapia explained that we are looking at the fair market rents for our Housing Choice Voucher program. The upper chart shows the HUD established rents and beneath it is our payment standards. She noted that our payment standards were increased recently to allow participants to find affordable housing. Commissioner Barber then asked would we be increasing our rents for public housing. Ms. Tapia stated that we try not to raise our rents to keep rents affordable. We are seeing an increase in utilities, and it looks like HUD is providing funding for our shortfall. Commissioner Barber expressed that was his biggest concern and was glad to see there was no mandate from HUD to raise rents. Vice-Chairman Banks explained that it must be balanced to achieve affordable housing. The Board must do its due diligence to balance what is good and beneficial to both partners. Commissioner Lattimore noted that this is *affordable public housing*, and it must be in the forefront when we do strategic planning.
- Ms. Tapia advised that HUD has been making changes to the Family Self-Sufficiency (FSS) program allowing the full family to participate and not just the head of household. They are making changes to make the program more accessible to individuals and less cumbersome for our housing authority. Overall, the program has been streamlined and more accessible for the Housing Authority to maintain. Commissioner Jefferson noted it was great to see an increase in enrollment and escrow for that program. She complimented Ms. Davis-Mays on how well she was doing with the program. Ms. Tapia noted that Ms. Davis-Mays is no longer contributing to program and Ms. Sutton has taken on that role. She indicated that Ms.

Sutton is doing job training, budgeting and other things to bring people to the table. She is removing barriers and engaging people in the program. Additionally, Ms. Sutton works in conjunction with the Housing Choice Voucher program. *Ms. Sutton was then asked to speak about the Family Self-Sufficiency program.* Before she spoke, Commissioner Jefferson asked what it means when someone has been ported? Ms. Tapia explained that *portability* is when a voucher can be taken to another location within the United States. An individual can use the voucher in our state or take it to another Housing Authority. There are port-ins and port-outs, where they come to our agency or go outside of our agency. HUD gives us discretion to absorb the voucher or bill another Housing Authority. *Ms. Sutton then addressed the Board.* She noted that Ms. Tapia has provided a good explanation of how the program works. Ms. Sutton stated that being able to explain how the program works benefits the participants and their families. She talks with participants about goals and what it means to be financially self-sufficient. Together they look at a five-year plan and how to get them where they want to be. Ms. Sutton noted it is important that the clients understand how the program works. There is close monitoring and when barriers come up, they are addressed to keep clients working on their goals. She stated while the escrow piece is important, the focus is on achieving their goals. Ms. Sutton stated she receives referral calls daily and it allows her to showcase the FSS program. Vice-Chairman Banks asked what is the client looking to achieve? Ms. Sutton noted the two main goals are to be independent of cash assistance and to prepare for homeownership. She stated that community partners help us to assist our clients in reaching their goals.

Public Comments

Chairman Watkins called for public comments. Mr. Paul Grahovac, Business Development Executive and Attorney provided comments.

No other comments were received.

Committee Reports

Bylaws

Commissioner Barber stated that he said there would be language this month, however, the past month was extremely busy as he began to write the language.

He further stated there was not enough time to get the information to his committee before getting it out to the Board. He hopes to provide something to the Board next month. Fortunately, this is not a pressing issue, but he will not drag it out any longer than necessary.

Finance

Commissioner McDonald noted the Finance Committee did not meet. The plans are to meet on July 28, 2022. She would like to get to know the new Finance Committee members and bring them up to date. Commissioner McDonald plans to have a report for next month.

Personnel

Vice-Chairman Banks noted the Personnel Committee did not meet. He needs to get with Ms. Tapia regarding her input on the performance review process. Ms. Tapia explained she is waiting on a couple of responses from staff, once those response are received, she will prepare her response for the committee.

Development

Commissioner Warner stated the Development Committee met yesterday. They took two actions. The first was a proposal from ND Consulting Group to have them assess the properties of the Housing Authority for the use of low-income tax credits. The contact amount for this work is \$9,500. The Board discussed the merits of entering into a contact with ND Consulting Group. The consensus was that the Board would need to participate in a strategic discussion, possibly in the fall, before making a commitment.

Commissioner Warner noted that the other action was to request that staff put together a proposal to hire a Broker who would work with us through the sale and disposition of Juniper Gardens. We are awaiting the final approval from HUD. Staff has been asked to prepare documents.

Resident Participation

Ms. Tapia advised that we are still waiting on notification from the Unified Government on the appointment of the Resident Commissioner.

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

Vice- Chairman Banks adjourned the meeting and Commissioner Jefferson seconded it.

Matthew T. Watkins, Chairman

Andrea Tapia, Executive Director/CEO

*Arrived after roll call.



Kansas City, Kansas Housing Authority

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Kansas City, Kansas 66101-2197

Main (913) 281-3300 Fax (913) 279-3428 TTY (800)766-3777

www.kckha.org

To: Board of Commissioners
From: Andrea Tapia, Executive Director/CEO
Date: August 18, 2022
Re: Executive Director's Report

Low-Income Public Housing

The Public Housing Program has seen a decrease in rental lease ups at a rate of 0.5% as of July 2022. Collections in rent has slightly decreased by a 3.2 % July's recorded delinquency. There are currently 1,122 active applications for the Public Housing Waiting list.

Housing Choice Voucher Program

The Housing Choice Voucher program staff have completed 95 annual reexaminations during the month of July 2022. The staff completed 58 interims, six change of units, 25 new admissions, and one portability move-in.

HCV staff and FSS staff continue to work together to increase participation in the FSS program. The FSS program enrollment continues to increase, and the participant escrows continues to grow (see attached FSS report).

Family Self-Sufficiency (FSS) Grant Funding Renewal Notice of Funding Opportunity (NOFO)

On August 4, 2022, HUD released the FY2022 FSS NOFO. The NOFO provides PHA's the opportunity to renew their FSS grants and to request additional program funds. The funds received increases economic opportunities for our Housing Choice Voucher families, that enroll in the FSS program and provides a salary for the FSS Coordinator. As reported in the previous Board Report, the 2022 renewal comes with the following major changes to the program:

- New Reporting Forms and escrow calculation worksheets.
- Reduced burden of reporting – from quarterly reports to annual reports.
- New requirements for action plans; most PHAs will need to submit new action plans to match the new reporting requirements
- More ability to pool resources with other FSS programs, including those outside of PHAs.
- PBRA (Multifamily) programs are now eligible for HUD program funding and can apply for funding in future FSS notices of funding opportunity.

- Programs now need to work with a Program Coordinating Committee (PCC) if one is available. PHAs may also start their own PCC and are encouraged to do so if there isn't an existing PCC they can join.

Last year KCKHA applied for renewal funding and on December 28, 2021, KCKHA received \$68,200 in program funds, this was an increase from the 2020 award of \$62,312. The Application deadline is set for October 3, 2022.

Cares Act Monitoring Review

On March 27, 2020, President Trump signed the CARES Act into law, which authorized over \$2 trillion in emergency assistance and health care response for individuals, families and businesses affected by the COVID-19 pandemic. The CARES Act provided additional funding to PHAs to help prevent, prepare for, and respond to coronavirus, so that PHA's could maintain normal operations during the period the program was impacted by coronavirus. PHA's who requested and received funds were required to follow specific guidelines that dictated how funds were allocated and the eligible uses of the supplemental funding for the Public Housing Program and Administrative Fee portion of the CARES Act for the HCV Program.

On June 16, 2022, KCKHA received notification from the Office of Public Housing and Indian Housing (PIH), that we were one of 10 PHA's within our region chosen for Department of Housing and Urban Development (HUD) Coronavirus Aid, Relief, and Economic Security (CARES) Act oversight review. HUD will be reviewing the following:

- A list of waivers adopted by the PHA.
- An overview of how the PHA managed CARES Act funds and documentation supporting those disbursements, such as the latest versions of the Admission and Continued Occupancy Plan (ACOP), Administrative Plan ("Admin Plan"), and PHA Plan.
- Financial policies and procedures, including internal controls and fraud prevention and detection.
- Most recent financial statement audit, if applicable.
- Procurement policies and procedures.
- An update on the remediation status of previous findings or observations from other reviews.

The review began on August 1, 2022, and so far, staff has done a great job providing the auditors with the requested information. We will continue to keep the Board updated on the progress of this review.

Citrin Cooperman

During the week of August 29th through September 2, 2022, Auditors from Citrin Cooperman will conduct an onsite audit of Program files, HR files, and Finance files. The Auditors will also conduct exit interviews with a few KCKHA staff to discuss their views of KCKHA as a whole.

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

Salary Study

Nelrod is currently reviewing our current job titles and position vacancies. The next phase of the study is to interview staff and gather additional information. Nelrod had anticipated completing the study by August 31, 2022, however, due to the amount of information needed, the completion date has been changed to November 2022.

Utility Payments

KCKHA has spent several years providing utility assistance payments (UAP), to Housing Choice Voucher (HCV) participants in the form of a check. Many times, participants have reported not receiving the check in the mail requiring the Finance Department to track down the check and then proceed with the process of voiding and sending out another check. This is time consuming, not cost effective and not a secure way to provide payment to the participant and not a secure transaction for KCKHA was well.

KCKHA will no longer provide a UAP check to HCV participants, but will instead provide Utility Assistance Payments that will be deposited directly onto a prepaid Debit Card effective September 1, 2022. The card would allow faster access to funds needed to pay utility bills, reduce late fees and prevent possible disconnection of services. The card would also allow participants to avoid having to go to a bank or check cashing company where fees are often charged. We are excited to provide this service and we know it will be a benefit for the participants.

CBIZ

Last year KCKHA saw a renewal rate increase of 10.9% for medical care coverage. Due to the limited number of employees enrolled in our benefit program we were unable to receive additional savings. We have begun the process of preparing for our 2023 rate renewal. Due to the number of employees who are not participating in our benefit program, accessing data to forecast an increase or decrease is not available. In the meantime, we will continue to work with CBIZ to find accessible resources for staff to utilize for all their wellbeing needs.

Capital Fund Certification

Each year HUD allocates Capital Fund grants to Public Housing Authorities (PHA) under the Capital Fund Program. HUD uses a formula to calculate the funding amount for each Capital Fund grant based upon the data submitted to HUD by the PHA in the Inventory Management System (IMS), and Public Housing Information (PIC). The data submitted includes the Date of Full Availability (DOFA), the number of standing units, number of units that have been removed, number of non-ACC units and number of non-dwelling units. The Executive Director must certify the information submitted is accurate and no changes are needed; or coordinate with HUD Field Office Staff to request correction be made to the data. On August 12, 2022, KCKHA completed the Capital Fund Certification without the need of data correction.

The following are monthly reports provided by staff:

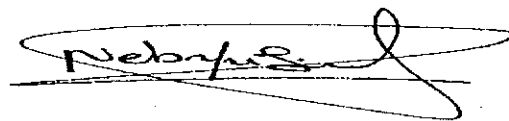
- A. Statement of Funds
- B. Delinquency Report
- C. Disbursements of \$1,000
- D. Operating Receipt and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Monthly Move-outs and Move-ins
- H. Modernization Report
- I. Resident Initiative Report
- J. Section 8 Utilization Report
- K. Family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

**Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended July 31, 2022**

| Description | Rate ^(a) | Maturity Date | Amount | Bank |
|------------------------------|---------------------|------------------|--------------|---------------|
| General Fund Account | 0.150% | | \$476,419.45 | Liberty |
| Payroll Account | 0.00% | | \$9,613.48 | Liberty |
| ACH Pymt Account | 0.00% | | \$4,102.96 | Liberty |
| Rent Depository Account | 0.00% | | 5,637,388.65 | Bank of Labor |
| Rent Bank Deposit Accounts | 0.049% | | \$351,621.30 | Various |
| Homeless Prevention Program | 0.049% | | 5,497.64 | Bank of Labor |
| Sponsorship Program | 0.049% | | 19,751.00 | Bank of Labor |
| Section 8 Checking | 0.00% | | 362,311.46 | Bank of Labor |
| EPC Replacement Reserve Acct | 0.150% | | \$38,886.35 | Liberty |
| Family Self Sufficiency | 0.049% | | \$49,332.11 | Bank of Labor |
| KCKHA Debt Service Account | | | \$103,610.54 | Deutsche Bank |
| CD#120245349 | 0.030% | 09/01/22 | \$500,000.00 | Bank of Labor |

(a) Represents Rates as of August 10, 2022 provided by Banks.

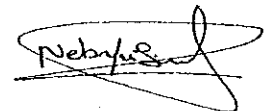
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Nebyu Tilahun
Director of Finance

**Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of July 31, 2022**

| | Rent & Other Charges | Repayment Agreements | Net Total |
|---|-------------------------------------|---------------------------------|----------------------|
| Accounts Receivable (Amounts Delinquent) | \$166,816.74 | (\$74,929.82) | \$91,886.92 |
| Total Charges to Tenants for Month | | | \$437,601.15 |
| Delinquency Ratio | | | 21.00% |
| Petitioned to Court | | | <u>21</u> |
| Praecipes Issued | | | <u>16</u> |
| Evictions | | | <u>5</u> |
| Pending Evictions | | | <u>3</u> |



Nebyu Tilahun
Director of Finance

| | |
|--|-------------|
| Kansas City, Kansas Housing Authority | |
| Payments Over \$1,000.00 | |
| For The Month of JULY '22 | |
| | |
| *CONTRACTS* | |
| | |
| | |
| *MAINTENANCE COSTS* | |
| American Water Treatment, Inc | \$1,071.00 |
| Arrow Cold Control | \$2,879.76 |
| BAILEY INDUSTRIAL CLEANING | \$3,450.00 |
| Big Tex Trailerworld Inc | \$7,886.18 |
| Booney's Lawn Service | \$6,140.00 |
| Buck Roofing & Construction, LLC | \$3,198.00 |
| CALHOUN LAWN CARE, LLC | \$7,350.00 |
| CALHOUN LAWN CARE, LLC | \$7,250.00 |
| Carpet Corner Inc. | \$21,722.97 |
| CFM Distributors Inc. | \$1,482.00 |
| Charles D. Jones & Co. | \$2,500.00 |
| Charles D. Jones & Co. | \$1,250.00 |
| CINTAS CORPORATION No. 2 | \$1,110.90 |
| DAVID ALLEN HENDERSON DBA | \$2,295.00 |
| DAVID ALLEN HENDERSON DBA | \$1,795.00 |
| DAVID ALLEN HENDERSON DBA | \$1,295.00 |
| Design Mechanical, Inc. | \$2,155.00 |
| DORMAKABA USA INC | \$6,514.40 |
| DOUG'S AUTO REPAIR | \$1,229.91 |
| Envirotech Heating and Cooling | \$12,817.46 |
| Ferguson Enterprises, LLC. | \$4,705.73 |
| Ferguson Enterprises, LLC. | \$1,928.44 |
| Fire & Security Solutions | \$1,279.48 |
| Gold Star Flooring & More, Inc | \$1,125.00 |
| Gold Star Flooring & More, Inc | \$1,005.00 |
| H.D. Supply | \$1,526.50 |
| Home Depot Pro-SupplyWorks | \$2,601.53 |
| Home Depot Pro-SupplyWorks | \$2,483.47 |
| Integrated Openings Solutions, LLC | \$1,720.00 |
| Johnson Controls Inc. | \$2,909.20 |
| Johnstone Supply Co. | \$9,576.60 |
| KEMPKE CONTRACTORS, LLC | \$4,870.00 |
| KEMPKE CONTRACTORS, LLC | \$3,535.00 |
| KEMPKE CONTRACTORS, LLC | \$2,680.00 |
| Lowes | \$1,753.96 |
| Martin Mechanical Corporation | \$23,349.68 |

| | |
|--|--------------|
| Martin Mechanical Corporation | \$19,963.20 |
| Martin Mechanical Corporation | \$8,246.44 |
| McCray Lumber & Millwork | \$1,597.30 |
| MEI TOTAL ELEVATOR SOLUTIONS | \$17,490.90 |
| MIDWEST BED BUG SERVICES | \$1,750.00 |
| MIDWEST BED BUG SERVICES | \$1,750.00 |
| MIDWEST BED BUG SERVICES | \$1,500.00 |
| OSCARS MAINTENANCE SERVICE CORP, LLC | \$4,445.00 |
| OSCARS MAINTENANCE SERVICE CORP, LLC | \$2,685.00 |
| PDQ Supply Inc. | \$2,206.94 |
| Plumb Supply Company, LNX | \$12,292.07 |
| Plumb Supply Company, LNX | \$1,412.49 |
| Precision Plumbing & Construct, Inc | \$7,287.50 |
| REPUBLIC SERVICES #468 | \$2,612.66 |
| Royal Tree Service | \$8,050.00 |
| Royal Tree Service | \$2,300.00 |
| Royal Tree Service | \$1,850.00 |
| Sherwin-Williams Co | \$3,683.58 |
| Smallwood Locksmiths, Inc | \$2,381.58 |
| SOS Pest Control | \$1,350.00 |
| Stanion Wholesale Elec. Co. | \$6,810.56 |
| Steamatic Of Kansas City Inc. | \$1,976.46 |
| Strasser Hardware | \$1,026.17 |
| SUTTON REMODELING, LLC | \$10,506.00 |
| SUTTON REMODELING, LLC | \$9,585.00 |
| SUTTON REMODELING, LLC | \$3,600.00 |
| W CARTER & ASSOCIATES GLAZING, LLC | \$2,248.00 |
| Worldwide Window Fashions | \$3,517.20 |
| | |
| | |
| *MISCELLANEOUS* | |
| | |
| American Express | \$5,093.36 |
| AT&T | \$8,028.14 |
| Charter Communications | \$2,022.20 |
| Charter Communications | \$1,288.02 |
| CITRIN COOPERMAN & COMPANY | \$3,600.00 |
| ConvergeOne, Inc | \$7,143.75 |
| ENTERPRISE FM TRUST | \$5,261.77 |
| Equifax Workforce Solutions LLC | \$2,526.09 |
| Housing Authority Risk Retention Group | \$49,351.00 |
| Housing Authority Risk Retention Group | \$1,000.00 |
| Housing Insurance Serv. Inc. | \$146,040.60 |
| MASTERCARD | \$1,919.08 |

[illegible]

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Kansas City, Kansas Housing Authority
Operating Income and Expenditure
For the Period Ended June 30, 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 | | | | \$1,221,302.94 | 25% | \$4,906,135.00 | | | | | \$1,221,302.94 | 25% | \$4,906,135.00 |
| Fraud Recovery Income | | | | | | | \$12,443.23 | | | | \$12,443.23 | | |
| Interest Income | \$426.46 | 224% | \$190.00 | | | \$820.00 | | | | | \$426.46 | 42% | \$1,010.00 |
| Tenant Income | | | | \$83,509.29 | 32% | \$260,674.00 | | | | | \$83,509.29 | 32% | \$260,674.00 |
| Transfer from CFP | | | | | | \$1,097,012.00 | | | | | | | \$1,097,012.00 |
| Other Income | \$155,149.49 | 21% | \$724,169.00 | \$25,987.93 | 57% | \$42,408.00 | | | | | \$179,137.42 | 23% | \$766,577.00 |
| Fee for Services - COCC | \$448,933.61 | 28% | \$1,580,215.00 | | | | | | | \$15,091.28 | \$448,933.61 | 28% | \$1,580,215.00 |
| FSS Grant Income | | | | | | | | | | | | | |
| Management Fees | \$461,445.73 | 26% | \$1,771,135.00 | | | | | | | | \$461,445.73 | 26% | \$1,771,135.00 |
| Total Operating Income | \$1,065,955.29 | 26% | \$4,075,709.00 | \$1,328,800.16 | 21% | \$6,307,049.00 | \$12,443.23 | | | \$15,091.28 | \$2,422,289.96 | 23% | \$10,382,758.00 |
| Operating Subsidy | | | | \$2,974,642.00 | 32% | \$9,199,789.00 | | | | | \$2,974,642.00 | 32% | \$9,199,789.00 |
| Section 8 Admin Fees | | | | | | | \$236,761.00 | 28% | \$856,733.00 | | \$236,761.00 | 28% | \$856,733.00 |
| Total Operating Receipts | \$1,065,955.29 | 26% | \$4,075,709.00 | \$4,303,442.16 | 28% | \$15,506,838.00 | \$249,204.23 | 29% | \$856,733.00 | \$15,091.28 | \$5,633,692.96 | 28% | \$20,439,280.00 |
| OPERATING EXPENSES: | | | | | | | | | | | | | |
| Administrative Salaries | \$232,967.79 | 22% | \$1,046,858.00 | \$238,761.31 | 19% | \$1,283,465.00 | \$69,089.02 | 17% | \$411,663.00 | \$9,134.91 | \$549,953.03 | 20% | \$2,741,966.00 |
| Management Fees | | | | \$391,947.73 | 25% | \$1,597,338.00 | \$69,498.00 | 23% | \$296,750.00 | | \$461,445.73 | 24% | \$1,894,088.00 |
| Other Admin Expenses | \$62,133.00 | 27% | \$228,199.00 | \$31,489.21 | 12% | \$422,055.00 | \$10,293.29 | 15% | \$68,550.00 | | \$123,915.50 | 17% | \$718,804.00 |
| Tenant Services | | | | | | | | | | | | | |
| Tenant Services Salaries | | | | \$12,731.18 | | | | | | | \$12,731.18 | | |
| Resident Assoc Expenses | | | | \$2,133.00 | 8% | \$25,233.00 | | | | | \$2,133.00 | 8% | \$25,233.00 |
| Other Expenses | | | | \$300.00 | 2% | \$16,830.00 | | | | | \$300.00 | 2% | \$16,830.00 |
| Total Utilities | \$5,136.52 | 10% | \$50,728.00 | \$432,990.58 | 15% | \$2,900,853.00 | | | | | \$428,127.10 | 15% | \$2,951,581.00 |
| Maintenance Salaries | \$259,010.13 | 19% | \$1,332,240.00 | \$341,358.15 | 20% | \$1,721,375.00 | | | | | \$600,368.28 | 20% | \$3,053,615.00 |
| Maint Materials | \$64,690.19 | 71% | \$91,188.00 | \$120,961.14 | 14% | \$875,543.00 | \$836.71 | 7% | \$11,691.00 | | \$186,488.04 | 19% | \$978,422.00 |
| Fee for Services - COCC | | | | \$448,933.61 | 28% | \$1,580,215.00 | | | | | \$448,933.61 | 28% | \$1,580,215.00 |
| Other Maint Contracts | \$12,087.86 | 8% | \$150,018.00 | \$292,782.64 | 18% | \$1,638,934.00 | \$12,582.46 | 37% | \$34,430.00 | | \$317,452.96 | 17% | \$1,823,382.00 |
| Property Monitors Salaries | | | | | | | | | | | | | |
| Other Security Expense | | | \$2,500.00 | \$75,244.65 | 36% | \$208,748.00 | | | | | \$75,244.65 | 36% | \$211,248.00 |
| Insurance | \$33,733.00 | 32% | \$106,995.00 | \$94,949.84 | 16% | \$606,156.00 | \$4,930.20 | 18% | \$26,753.00 | | \$133,613.04 | 18% | \$759,904.00 |
| Terminal Leave Payments | | | | | | | | | | | | | |
| Employee Benefit Contributions | \$155,449.98 | 18% | \$877,135.00 | \$216,436.07 | 18% | \$1,184,811.00 | \$21,952.75 | 14% | \$151,775.00 | \$5,956.37 | \$599,795.17 | 18% | \$2,213,721.00 |
| Collection Losses | | | | (\$5,332.48) | -3% | \$201,556.00 | | | | | (\$5,332.48) | -3% | \$201,556.00 |
| Interest Expense | | | | \$133,515.18 | 24% | \$566,464.00 | | | | | \$133,515.18 | 24% | \$566,464.00 |
| Other General Expense | \$941.77 | | | \$2,487.72 | 1111% | \$224.00 | \$3,487.35 | 32% | \$11,001.00 | | \$6,916.34 | 62% | \$11,225.00 |
| Total Routine Expenses | \$826,150.24 | 21% | \$3,885,841.00 | \$2,841,689.53 | 19% | \$14,829,800.00 | \$192,669.78 | 19% | \$1,012,613.00 | \$15,091.28 | \$5,875,600.83 | 20% | \$19,728,254.00 |
| COVID | | | | | | | | | | | | | |
| Casualty Losses - Net | | | | (\$788.00) | | | | | | | (\$788.00) | | |
| Total Operating Expenses | \$826,150.24 | 21% | \$3,885,841.00 | \$2,840,901.53 | 19% | \$14,829,800.00 | \$192,669.78 | 19% | \$1,012,613.00 | \$15,091.28 | \$5,874,812.83 | 20% | \$19,728,254.00 |
| Prior Year Adjustments | | | | | | | | | | | | | |
| Total Operating Expenditures | \$826,150.24 | 21% | \$3,885,841.00 | \$2,840,901.53 | 19% | \$14,829,800.00 | \$192,669.78 | 19% | \$1,012,613.00 | \$15,091.28 | \$5,874,812.83 | 19% | \$19,728,254.00 |
| Gain/(Loss) from Operations | \$239,805.05 | | \$189,868.00 | \$1,462,540.63 | | \$677,038.00 | \$56,534.45 | | (\$155,880.00) | | \$1,758,880.13 | | \$711,026.00 |

*** June is the 3rd month of the Fiscal Year Ending March 31st
 *** Percentage 25% or 312th of the year

Nebyu Tilahun, Director of Finance

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

CUSTOMER SERVICE & SATISFACTION SURVEY - JULY 2022

| Date | Vacant Unit Work Orders | Service Work Orders | Work Orders Closed | Residents Contacted | Favorable | Unfavorable | No Response |
|----------|----------------------------|------------------------|-----------------------|------------------------|-----------|-------------|----------------|
| 07/01/22 | 145 | 11 | 156 | 6 | 6 | 0 | 5 |
| 07/05/22 | 157 | 19 | 176 | 8 | 8 | 0 | 11 |
| 07/06/22 | 145 | 17 | 162 | 10 | 10 | 0 | 7 |
| 07/08/22 | 166 | 26 | 192 | 13 | 13 | 0 | 13 |
| 07/11/22 | 161 | 25 | 186 | 5 | 5 | 0 | 20 |
| 07/12/22 | 191 | 23 | 214 | 2 | 2 | 0 | 21 |
| 07/13/22 | 93 | 13 | 106 | 2 | 2 | 0 | 11 |
| 07/14/22 | 131 | 21 | 152 | 9 | 9 | 0 | 12 |
| 07/15/22 | 139 | 19 | 158 | 7 | 7 | 0 | 12 |
| 07/19/22 | 55 | 7 | 62 | 2 | 2 | 0 | 5 |
| 07/20/22 | 110 | 14 | 124 | 6 | 6 | 0 | 8 |
| 07/21/22 | 87 | 10 | 97 | 6 | 6 | 0 | 4 |
| 07/25/22 | 135 | 27 | 162 | 9 | 9 | 0 | 18 |
| 07/26/22 | 122 | 12 | 134 | 6 | 6 | 0 | 6 |
| 07/27/22 | 93 | 12 | 105 | 5 | 5 | 0 | 7 |
| 07/29/22 | 130 | 19 | 149 | 7 | 7 | 0 | 12 |
| | 2,060 | 275 | 2,335 | 103 | 103 | 0 | 172 |
| | | | | (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 37% of the service work orders completed
- (b) No Response 63% of the service work orders completed
- (c) Favorable Response 100% of the residents contacted
- (d) Unfavorable 0% of the residents contacted

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

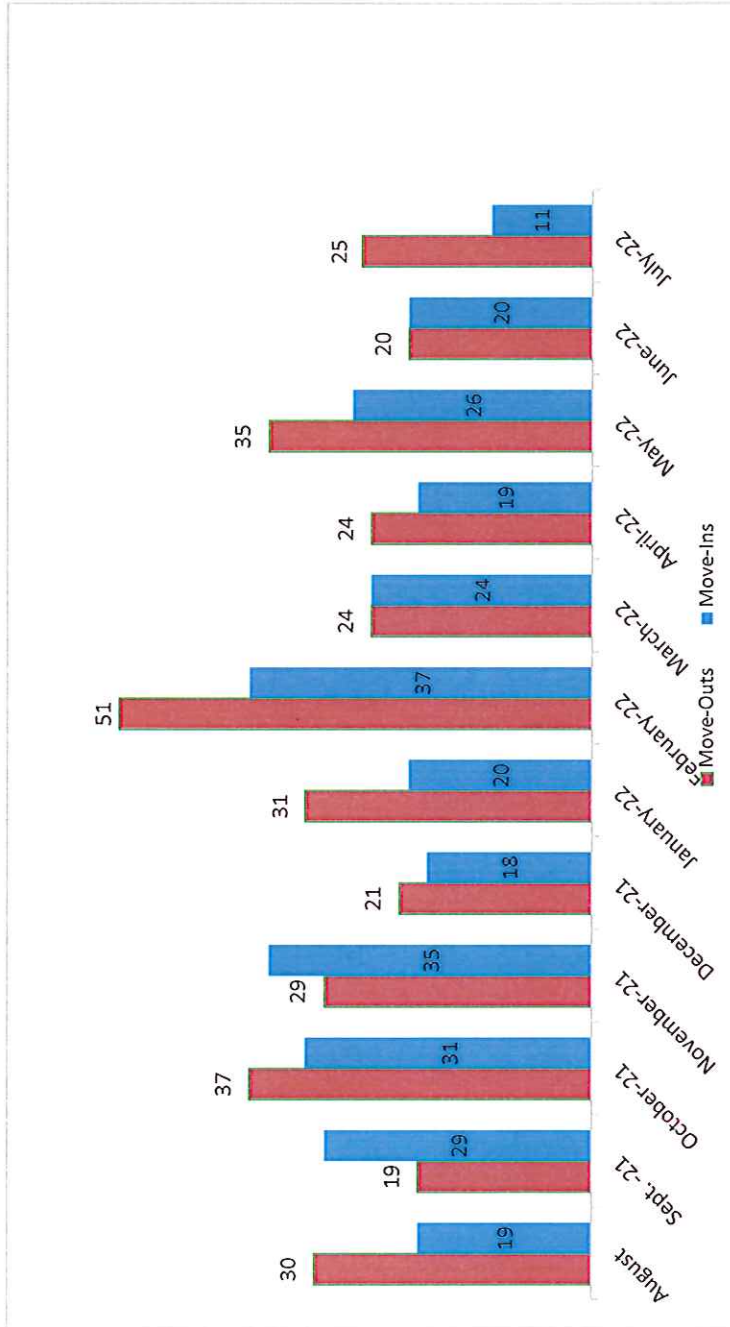
| | Family | Elderly | Total |
|-----------------|--------|---------|-------|
| Total Vacancy | 47 | 80 | 119 |
| Units in Mod | 11 | 30 | 41 |
| Juniper in Mod | 169 | 0 | 169 |
| Fire Units | 0 | 0 | 0 |
| Defer Maint | 6 | 2 | 8 |
| Rentable Units | 41 | 78 | 119 |
| Move-Ins | 4 | 7 | 11 |
| Move-Outs | 9 | 16 | 25 |
| Units Available | 13 | 13 | 26 |

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

| PROJECT | TOTAL UNITS | OCCUPIED UNITS | VACANT UNITS | HUD APPROVED SPECIAL USE UNITS | UNITS IN MOD/Defer red | % OCCUPIED CURRENT | % OCCUPIED PRIOR |
|-------------------------------------|----------------|-------------------|-----------------|---|---------------------------------|-----------------------|---------------------|
| K1-1 *M(7) D(12) JUNIPER GARDENS | 265 | 84 | - | 12 | 169 | 100% | 100% |
| K1-2 D(1) ST. MARGARETS PARK | 100 | 90 | 7 | 1 | 2 | 93% | 96% |
| K1-3 D(1) CYRUS K. HOLIDAY | 60 | 54 | 3 | 1 | 2 | 95% | 98% |
| K1-4*M(1) D(8) WYANDOTTE TOWERS | 302 | 264 | 23 | 6 | 9 | 92% | 97% |
| K1-5*M(2) D(1) BELROSE MANOR | 90 | 85 | 2 | 1 | 2 | 98% | 99% |
| K1-6 Elderly DOUGLAS HEIGHTS | 101 | 88 | 7 | - | 6 | 93% | 94% |
| K1-6 D(3) Family DOUGLAS HEIGHTS | 99 | 89 | 3 | 3 | 4 | 97% | 97% |
| K1-7 D(1) SCATTERED SITES | 24 | 21 | 2 | - | 1 | 92% | 92% |
| K1-9 D(1) SCATTERED SITES | 30 | 30 | - | | | 100% | 100% |
| K1-10 *M(2) SCATTERED SITES | 42 | 35 | 3 | | 4 | 93% | 98% |
| K1-11 M(1) D(1) GRANDVIEW PARK | 40 | 37 | 2 | 1 | | 95% | 95% |
| K1-12 D(2) CHALET MANOR | 66 | 55 | - | 2 | 9 | 100% | 100% |
| K1-13 WELBORN VILLA | 80 | 79 | - | - | 1 | 100% | 100% |
| K1-14 BETHANY PARK TOWERS | 153 | 145 | 4 | - | 4 | 97% | 94% |
| K1-15 *M(6) SCATTERED SITES | 20 | 11 | - | - | 9 | 100% | 100% |
| K1-17*M(1) GLANVILLE TOWERS | 108 | 102 | 5 | | 1 | 95% | 95% |
| K1-18 ROSEDALE TOWERS | 122 | 113 | 5 | - | 4 | 96% | 98% |
| K1-20 D(1) WESTGATE TOWERS | 163 | 156 | 3 | 1 | 3 | 98% | 98% |
| 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% | 95% |
| K1-24 M(18) PLAZA TOWERS | 115 | 82 | 3 | | 30 | 97% | 98% |
| K1-25 D(1) SCATTERED SITES | 12 | 7 | 2 | 1 | 2 | 83% | 83% |

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

| PROJECT | TOTAL UNITS | OCCUPIED UNITS | VACANT UNITS | HUD APPROVED SPECIAL USE UNITS | UNITS IN MOD | % OCCUPIED CURRENT | % OCCUPIED PRIOR |
|-------------------------------------|----------------|-------------------|-----------------|---|-----------------|-----------------------|---------------------|
| K1-1 *M(7) D(12) JUNIPER GARDENS | 265 | 102 | 27 | 12 | 124 | 90% | 100% |
| K1-2 D(1) ST. MARGARETS PARK | 100 | 98 | 1 | 1 | | 99% | 99% |
| K1-3 D(1) CYRUS K. HOLIDAY | 60 | 55 | 4 | 1 | - | 93% | 97% |
| K1-4*M(1) D(8) WYANDOTTE TOWERS | 302 | 285 | 11 | 6 | - | 96% | 94% |
| K1-5*M(2) D(1) BELROSE MANOR | 90 | 83 | 6 | 1 | | 93% | 93% |
| K1-6 Elderly DOUGLAS HEIGHTS | 101 | 100 | 1 | - | - | 99% | 91% |
| K1-6 D(3) Family DOUGLAS HEIGHTS | 99 | 91 | 5 | 3 | | 95% | 95% |
| K1-7 D(1) SCATTERED SITES | 24 | 21 | 1 | 2 | | 96% | 96% |
| K1-9 D(1) SCATTERED SITES | 30 | 28 | 2 | | | 93% | 93% |
| K1-10 *M(2) SCATTERED SITES | 42 | 37 | 5 | | | 88% | 93% |
| K1-11 M(1) D(1) GRANDVIEW PARK | 40 | 34 | 4 | 1 | 1 | 90% | 95% |
| K1-12 D(2) CHALET MANOR | 66 | 59 | 5 | 2 | | 92% | 94% |
| K1-13 WELBORN VILLA | 80 | 79 | 1 | - | | 99% | 96% |
| K1-14 BETHANY PARK TOWERS | 153 | 148 | 5 | - | | 97% | 94% |
| K1-15 *M(6) SCATTERED SITES | 20 | 11 | - | - | 9 | 100% | 100% |
| K1-17*M(1) GLANVILLE TOWERS | 108 | 107 | 1 | | - | 99% | 97% |
| K1-18 ROSEDALE TOWERS | 122 | 118 | 4 | - | | 97% | 99% |
| K1-20 D(1) WESTGATE TOWERS | 163 | 154 | 8 | 1 | | 95% | 94% |
| K1-21 D(1) SCATTERED SITES | 8 | 8 | - | | | 100% | 100% |
| K1-22 WESTGATE VILLA | 20 | 19 | 1 | | | 95% | 100% |
| K1-23 D(1) SCATTERED SITES | 38 | 36 | 2 | | | 95% | 97% |
| K1-24 M(18) PLAZA TOWERS | 115 | 87 | 3 | | 25 | 97% | 97% |
| K1-25 D(1) SCATTERED SITES | 12 | 10 | 1 | 1 | | 92% | 92% |



MODERNIZATION AND DEVELOPMENT REPORT **August 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).

This Capital Fund Program is being prepared for close out.

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, 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. A Notice to proceed was issued on March 1st, 2022. Preliminary work and demolition began on March 2, 2022. Chillers and associated equipment have been installed. Startup of system is complete and operational. Training on the new chillers was completed on May 10th, 2022. Project has

reached substantial completion. Punchlist items and final paperwork for this project are complete.

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), K1-54 Scattered Sites Phase 2, K1-54 Maintenance Facility Roof

K1-57 PLAZA TOWER RELOCATION

All relocations of residents have been completed except for the final resident on the 2nd floor, who was moved to room 707 due to mold being found in her unit. This resident will be relocated to one of the handicapped accessible units on the 3rd floor once this floor is completed.

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. This project is completed. Relocation of the remaining residents to the completed Phase 2 residences will be on Sept 7, 8 & 9, 2022. Plans for the final phase is being prepared.

K1-56 BETHANY TOWER ELEVATOR MODERNIZATION

Bids were received on September 22, 2021, for this project. The Board authorized the award of a contract at the October 21st, 2021, meeting to Minnesota Elevator Inc. (MEI), in the amount of \$787,830.00. Staff held a pre-construction meeting with the contractor on November 8th, 2021. Notice to Proceed was issued on February 8th, 2022. Work is progressing well. One elevator is not complete, and work on the other has started and is progressing well.

CAPITAL FUND PROGRAM 2019 LEAD-BASED PAINT GRANT

The funding amount for this grant is \$519,960.00. These grant funds are to be used for the identification, remediation and/or elimination of lead-based paint hazards in Housing Authority family developments that house children up to 6 years of age. The implementation of this grant was delayed due to Covid. The first step is a lead-based paint assessment and inspection of family developments. The Board authorized the award of a contract at the May 19th, 2022, meeting to Professional Environmental

Engineers, Inc., in the amount of \$77,921.68 for a lead-based paint assessment and inspection at 14 housing authority family developments. Work has begun and is now completed at Juniper Gardens. St. Margaret's Park lead base paint assessment and inspection will begin on Aug 11th, 2022.

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 project is 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 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. SAC has been in communication with the Housing Authority regarding the energy performance contract debt repayment for Juniper Gardens. Information has been submitted to SAC. SAC is reviewing this information.

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 was issued May 27, 2022. Temporary fencing is up, and a permit was awarded on June 28th, 2022. Contractor is finishing another project, prior to starting this project. Anticipated start of this project is Monday August 15th, 2022.

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 has procured environmental testing of the various projects, and Architectural and Engineering services to prepare plans for the various projects. These are now underway.

K1-57 PLAZA TOWER INTERIOR MODERNIZATION PHASE 3 (Floors 1, 2, & 3)

Bids were received on March 30th, 2022, for this project. The Board authorized the award of a contract at the April 22nd, 2022 meeting, to Infinity Group LLC, in the amount of \$2,398,348.00. Pre-construction meeting was held on May 3rd, 2022. A Notice to Proceed was issued on May 16th, 2022. Work on 3rd floor has commenced with demolition, framing, and rough in electrical complete. A change order to replace existing copper plumbing in the apartments has been approved and work is underway. 2nd floor demo is 80% complete.

RESIDENT INITIATIVE REPORT

AUGUST 2022

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

The Public Housing Resident Council (PHRC) did not meet for July. However, individual resident councils met with me in person and by telephone.

On July 7, 2022, the Resident Opportunity and Self-Sufficiency (ROSS) continued recruitment for the program.

On July 20, 2022, the ROSS program held its first community partners meeting. There were 19 participating community partners in attendance. Two residents from St. Margaret's Park and Wyandotte Towers also participated in the meeting. The community partners provided information on how their programs work with residents in the community. The Department of Children and Family Services (DCF) assists with the Emergency Water Assistance Program; the Kansas City, Kansas Police Department (KCKPD) planned a Night Out Against Crime to be held at the KCKCC Tech Center, and the Wyandotte County Sheriff's Office planned a day at the pool. The KCKPD held a day in the park at Pierson Park on July 30, 2022. YouthBuild through Workforce Partnership is currently recruiting youth ages 16-24. The Learning Club is seeking volunteers for its afterschool tutoring program. The afterschool tutoring is provided at the following sites: Juniper Gardens, St. Margaret's Park, Cyrus K. Holiday, Chalet Manor, and Douglas Heights-family. The District Attorney's office provided information on the expungement program. Kansas City Dream Center offers a clothing closet and food pantry. The Area Agency on Aging was present. Ms. Holly Duff, President, Wyandotte Towers Resident Council and Ms. Loretta Heath, President, St. Margaret's Park-family Resident Council were present and informed the community partners of needs that would help the residents become self-sufficient.

On July 21, 2022, I attended a meeting with the Department of Labor and Workforce Partnership. The purpose of the meeting was to have the partners help Youth Build with building its clientele. The Kansas City, Kansas Community College and Juvenile Detention Program were also present.

The Summer Lunch Program concluded at the end of July. Catholic Charities provided lunch to our youth. There was a total of 14,575 lunches served this summer.

Section 8 Housing Choice Voucher Program Monthly Management Report

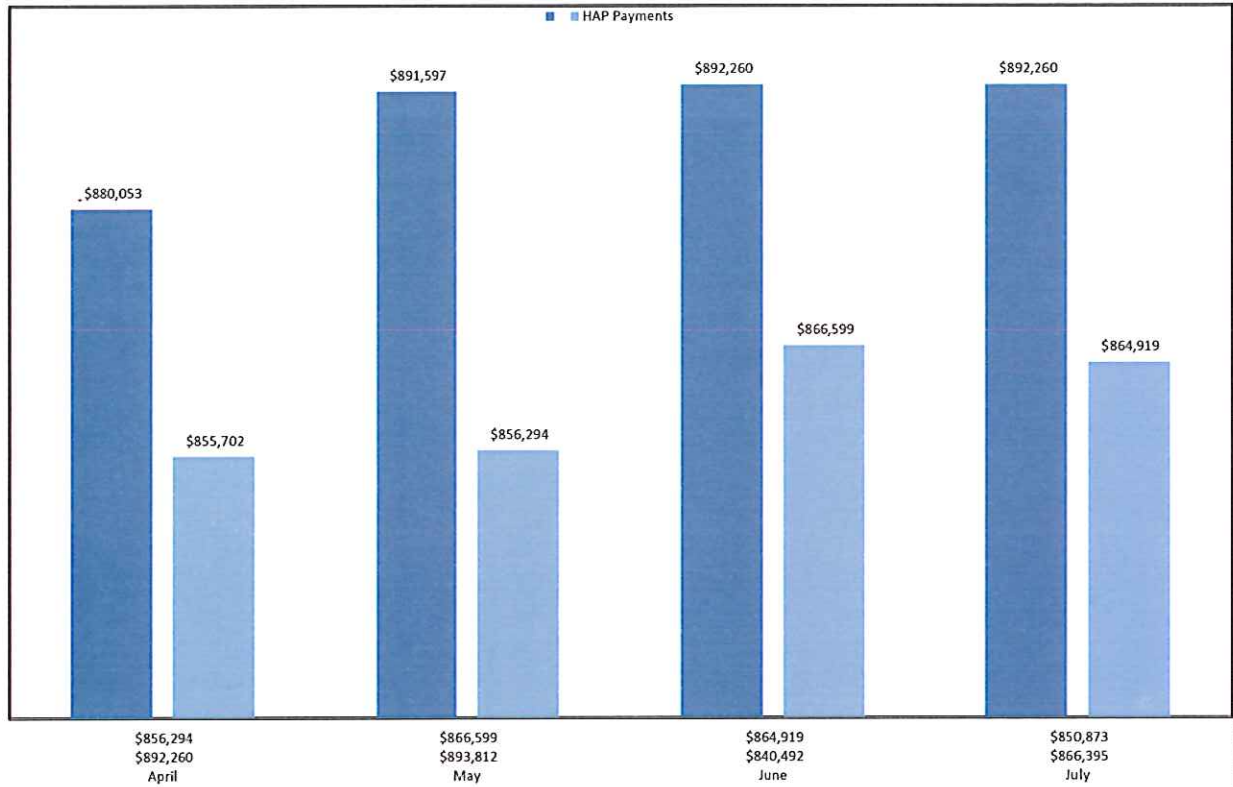
July 2022

| 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 | Funding | Vouchers | YTD Utilization | | |
| | | | | | | | | | | | | | | | | | | | Funding | Vouchers | Vouchers |
| January | \$10,187,632 | \$880,053 | \$ 240 | \$ 708 | \$ 860,403 | \$ (19,650) | 1,216 | 1,642 | 9,829 | 1,642 | (426) | (426) | 6 | 8 | 34 | 74.1% | 102.5% | 102.5% | 18 | 1.2% | 1.4% |
| February | \$9,307,579 | \$891,597 | \$ 244 | \$ 707 | \$ 848,017 | \$ (43,580) | 1,209 | 1,642 | 11,038 | 1,642 | (433) | (433) | 3 | 10 | 75 | 73.6% | 101.1% | 101.1% | 10 | 0.8% | 1.2% |
| March | \$8,415,982 | \$892,260 | \$ 247 | \$ 706 | \$ 855,702 | \$ (36,558) | 1,194 | 1,642 | 12,232 | 1,642 | (448) | (448) | 4 | 17 | 98 | 72.7% | 102.0% | 102.0% | 13 | 1.1% | 1.3% |
| April | \$7,523,722 | \$892,260 | \$ 253 | \$ 707 | \$ 856,294 | \$ (35,966) | 1,169 | 1,642 | 13,401 | 1,642 | (473) | (473) | 4 | 6 | 83 | 71.2% | 102.1% | 102.1% | 12 | 1.0% | 1.3% |
| May | \$6,631,462 | \$893,812 | \$ 259 | \$ 706 | \$ 866,599 | \$ (27,213) | 1,191 | 1,642 | 14,592 | 1,642 | (451) | (451) | 21 | 6 | 82 | 72.5% | 103.3% | 103.3% | 19 | 1.6% | 1.3% |
| June | \$5,737,650 | \$840,492 | \$ 260 | \$ 707 | \$ 864,919 | \$ 24,427 | 1,212 | 1,642 | 15,804 | 1,642 | (430) | (430) | 15 | 8 | 108 | 73.8% | 103.1% | 103.1% | 15 | 1.2% | 1.3% |
| July | \$4,897,158 | \$866,395 | \$ 260 | \$ 710 | \$ 850,873 | \$ (15,522) | 1,213 | 1,642 | 17,017 | 1,642 | (429) | (429) | 15 | 6 | 107 | 73.9% | 101.4% | 101.4% | 15 | 1.2% | 1.4% |

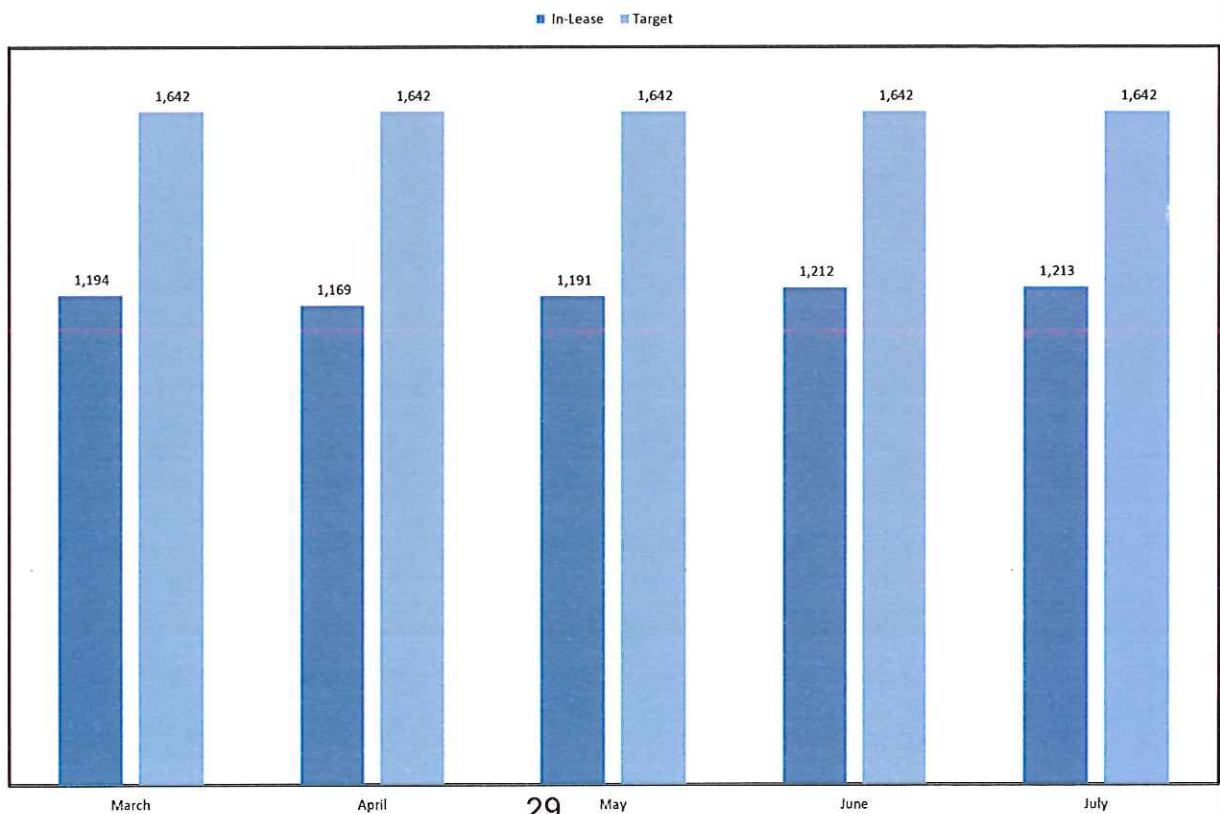
Section 8 Housing Choice Voucher Program Monthly Management Report

July 2022

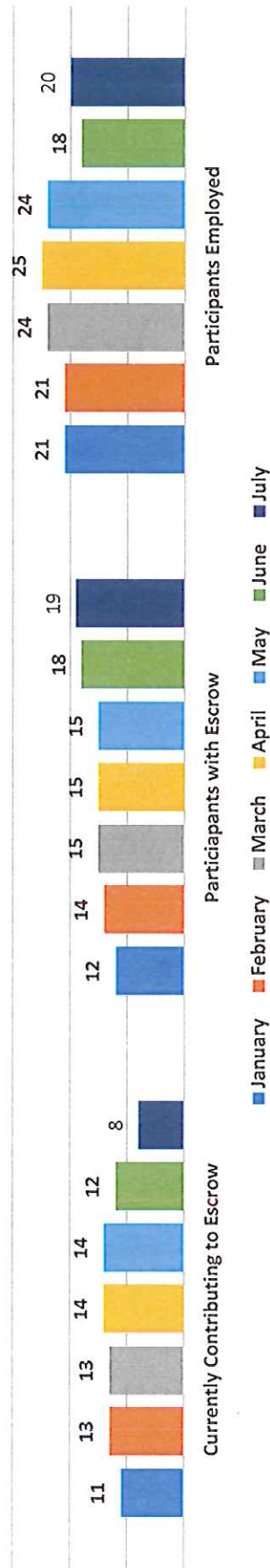
Section 8 Monthly Housing Assistance Payments



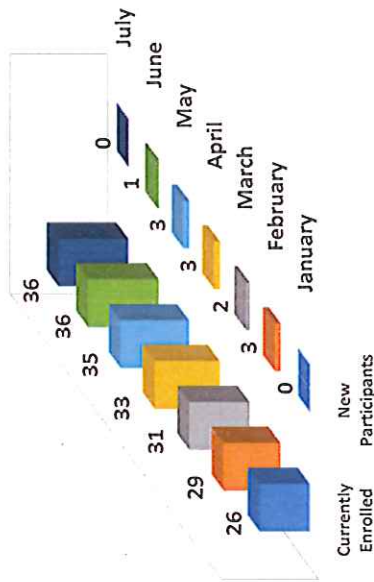
Section 8 Vouchers In-Lease and Target Leasing Rate



EMPLOYMENT AND ESCROW

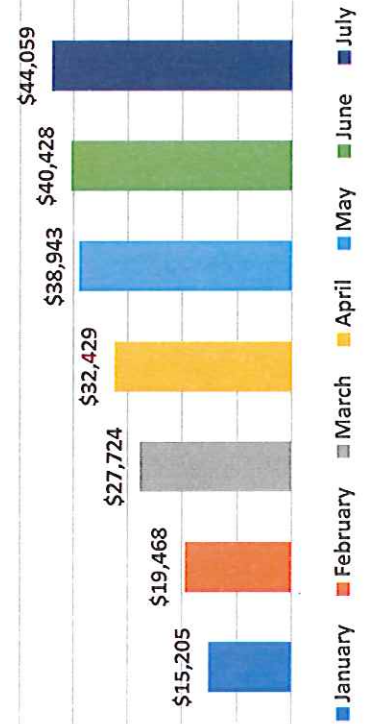


PROGRAM ENROLLMENT

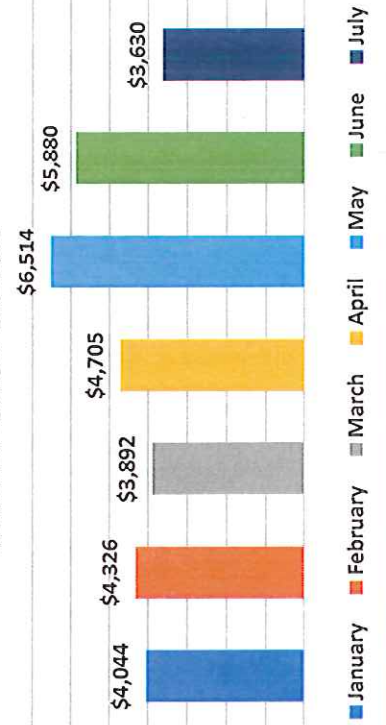


Enrollment will resume once the program's Action Plan is updated and approved.

TOTAL ESCROW BALANCE



MONTHLY ESCROW BALANCE



RESOLUTION NO. 2022-23

**AUTHORITY TO AWARD THE BID AND AUTHORIZE A CONTRACT FOR
SECTION 8 HOUSING CHOICE VOUCHER (HCV) HOUSING QUALITY
INSPECTIONS (HQS) WITH MCCRIGHT AND ASSOCIATES**

WHEREAS HUD regulations require a Housing Quality Standards (HQS) inspection of each assisted rental dwelling before HCV subsidy may begin and at least annually/biennially of subsidized units; and

WHEREAS bids for HQS inspections were solicited and received on July 8, 2022; and

WHEREAS only one bid was received from McCright and Associates; and

WHEREAS the bid was opened and tabulated by the Kansas City Kansas Housing Authority staff, and that a cost analysis was performed that determined that the bid submitted is reasonable; and

WHEREAS the staff is recommending acceptance of the responsive bid submitted by, McCright and Associates, for HQS Inspections in the annual amount of the base bid of \$72,000 plus any additional amounts for added work per the unit prices established in the bid documents.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the bid submitted by McCright and Associates, for HQS Inspections in the annual amount of the base bid of \$72,000 plus any additional amounts for added work per the unit prices established in the bid documents, is hereby accepted.

BE IT FURTHER RESOLVED that the Housing Authority of Kansas City, Kansas is authorized to enter into a two-year contract with the option to extend for three additional years with McCright and Associates, for HQS Inspections in the annual amount of the base bid of \$72,000 plus any additional amounts for added work per the unit prices established in the bid documents.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners does hereby approve Resolution Number 2022-23.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

New Business Consent Item: Authority to award the bid and authorize a contract for Section 8 Housing Choice Voucher (HCV) Housing Quality Standards (HQS) inspections with McCright and Associates

Resolution No. 2022-23

Background:

The Kansas City Kansas Housing Authority (KCKHA) Section 8 Housing Choice Voucher (HCV) Program previously submitted with Board approval through Resolution 2022-09 to seek proposals from qualified firms to conduct all required residential property inspections in accordance with Federal Housing Quality Standards, hereafter referred to as "HQS", for the Section 8 Housing Choice Voucher (HCV) Program and Project Based Voucher Program.

Current Issue:

The Invitation to Bid was advertised in the Kansas City Star, The Call, and Dos Mundos. The Invitation to Bid was posted on the Housing Authority's web site and mailed to contractors reporting services.

McCright and Associates is the only responsive bidder. McCright and Associates was established in 1988. McCright has performed over 3 million HQS Inspections and currently conducts over 200,000 inspections annually for over 100 Public Housing Agencies. McCright services expand beyond HQS Inspections, with UPCS, Quality Assurance, Rent Studies, Site Selection for PBVR and Inspection Consulting Services.

Since only one bid was received for the project, our procurement policy and HUD regulations require that staff conduct a cost analysis of the bid received. The staff reviewed the bid and compared it to a current contract for a one-time service of 52 HQS Inspections. The current contract is billed at \$30 per inspection. The staff concluded that the bid received from McCright and Associates is reasonable, due to the additional tasks and responsibilities that are inclusive of furnishing and providing personnel staff with necessary equipment in the field, scheduling, notifications to landlords and participants, a call center, access to web-based results of every inspection, compatibility with KCKHA software, bilingual customer service, and tracking of all failed and or out of compliance units.

The Kansas City Kansas Housing Authority's procurement policy requires that all contracts in excess of \$75,000 must be approved by the Board of Commissioners of the Housing Authority.

Therefore, the staff is recommending acceptance of the responsive bid submitted by McCright and Associates to authorize a two-year contract with the option to extend for an additional three years, in the annual amount of the base bid of \$72,000 (\$37.50 per 1,920 yearly inspections)

plus any additional amounts for requested added work, per the unit prices established in the bid fee schedule.

Attached is a resolution that will authorize the acceptance of the bid to award a two-year contract with the option to extend for three additional years with McCright and Associates for HQS Inspections in the annual amount of the base bid of \$72,000 plus any additional amounts for added work per the unit prices established in the bid documents.

Staff recommends approval of this resolution.

Board Action: Approve Resolution No. 2022-23, if appropriate.

RESOLUTION NO. 2022-24

**AUTHORIZING THE KANSAS CITY, KANSAS HOUSING AUTHORITY
TO APPLY FOR THE 2022 FAMILY SELF-SUFFICIENCY
COORDINATOR PROGRAM (FSS) GRANT**

WHEREAS the 2022 HUD Notice of Funding Opportunity (NOFO) application for the Family Self-Sufficiency Coordinator Program (FSS) Grant has been published.

BE IT RESOLVED that the Board of Commissioners of the Kansas City, Kansas Housing Authority hereby authorizes the Kansas City, Kansas Housing Authority to apply for the Family Self-Sufficiency Coordinator Program (FSS) Grant.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners does hereby approve Resolution No. 2022-24.

X

Matthew T. Walkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
August 18, 2022

New Business Consent Item: Authorizing the Kansas City, Kansas Housing Authority to apply for the Family Self-Sufficiency Coordinator Program (FSS) Grant.

Resolution No. 2022-24

Background:

FY2022 Notice of Funding Opportunity (NOFO) for the Family Self-Sufficiency (FSS) Grant. The FSS Grant is defined as support for salaries and training needs of FSS Program Coordinators who assist participating families receiving housing assistance through the Housing Choice Voucher and Public Housing programs. FSS Program Coordinators develop local strategies to connect participating families to public and private resources to increase their earned income and financial empowerment, reduce or eliminate the need for welfare assistance, and make progress toward economic independence and self-sufficiency.

Current Issue:

The residents of the Kansas City, Kansas Housing Authority need assistance with helping them make progress toward economic and housing self-sufficiency by removing the educational, professional and health barriers they face. In the case of the elderly and residents with disabilities, self-sufficiency is further defined as the utilization of supportive services which enables them to age in place or remain living independently for as long as possible. PHAs and each individual participating family execute a five-year Contract of Participation that incorporates the responsibilities of each party, as well as a training and services plan to help the family become more self-sufficient.

Board Action:

Approve the Resolution No. 2022-24, if appropriate.

Great Things Are Happening In Family Self-Sufficiency

The FSS Way

Meet the participants where they are. Believe in them. Partner with them. Listen intently. Don't judge. Build trust. Give grace. Empower them to act.

Participant, R. Walker, joined the program in July of 2022. He has been retired for several years and loves to tinker in his garage bringing old furniture back to life. Mr. Walker still has a lot of tenacity and energy and found he didn't want to sit still. Mr. Walker's goal is to find employment to give him more opportunity to work on getting out of debt and build a savings. He wants to afford to be able to travel with his wife and enjoy seeing more than just Kansas.

Mr. Walker was referred to Kansas Workforce Partnership's, OKEP-Older Kansan Employment Program-mature Worker program to provide 6 weeks of paid training that will help him return to the workforce.

Participant, L. Hawthorne, joined the program in April of 2021. She loves to blog and started a "Mercy Chose Me" Bible study ministry for women. She has a gift of creativity and loves to make decorations for her home to go along with her collection of elephants. The highlight of her day is dropping off and picking up her grandchildren from school. Ms. Hawthorne's goal is to complete a degree in Christian Education, a first generation student!

Ms. Hawthorne was referred to TRIO-Educational Opportunity Center to provide her with an academic advisor who will help her with resources for financial aid, Pell grants, and scholarships so she can have the opportunity to afford college.



Participant, D. Akins, joined the program in February of 2022. He loves to create his own blend of sauces for grilling. His dream is to see his signature sauce on grocery store shelves. As a former baseball player, he strives to live his life as healthy as possible and works to stay in shape. His chill demeanor and approach to life is to take it one moment, one day at a time. Mr. Akins's goal is to be a homeowner with enough bedrooms for family to visit.

Mr. Akins was referred to Community Housing of Wyandotte County to start working on reducing his debt and increasing his credit score. He is making progress while building a savings for a down payment and retirement.

