



# Agenda

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

### Regular Meeting

Thursday, November 17, 2022  
12 noon

Boardroom  
1124 N. 9<sup>th</sup> Street

- I. Roll Call
- II. Approval of the Minutes  
Special Board Meeting October 20, 2022  
(Pages 1—5)
- III. Executive Director's Report  
(Pages 6—31)
- IV. Public Comments  
Contact Jackie Randle at [jrandle@kckha.org](mailto: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 Item:  
  
Resolution No. 2022-30      Certifications of Compliance with PHA Plan and  
Related Regulations  
(Pages 32—36)
- VII. New Business Discussion Items:    None
- VIII. Executive Session
- IX. Adjournment

Lunch will be served at noon for Board members.

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

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

Mary A. Flunder Lodge  
Campus of KCKCC

On the 20th day of October 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  
Hazel Davis, Commissioner  
Jacques Barber, Commissioner  
Raul Escarcega, Commissioner  
Rachel Jefferson, Commissioner  
LaDora Lattimore, Commissioner  
Pastor Roderick McConnell, Commissioner  
J.D. Rios, Commissioner  
Linda Warner, Commissioner

**ABSENT:**

P. Anne McDonald, Commissioner  
Chandra Ward, Commissioner

**ALSO, PRESENT:**

Andrea Tapia, Executive Director/CEO  
Worku Alem, Asst. Director of Finance  
Anwar Crockett, Asst. Director of Housing Operations-HM  
Cherrie Escobar, Director of Section 8  
Sharron Davis-Mays, Self-Sufficiency Coordinator  
Gerald Glavin, Asst. Director of Housing Operations-FM  
Jacqueline D. Randle, Executive Services Manager  
Anthony J. Shomin, Director of Contract Administration  
Elaine Stroud, Director of Housing Operations  
Chenaye Sutton, Family Self-Sufficiency Coordinator  
Nebyu Tilahun, Director of Finance  
Kendra Tyler, Housing Management Coordinator  
Shawn Batchelor, User Support/Inventory Coordinator

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

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The Chairman thanked everyone for being present. He told the Board that the wooden boxes and the tokens were theirs to keep as compliments of the Housing Authority. He then thanked staff for putting together the Board Retreat.

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Chairman Watkins called for approval of the minutes of September 15, 2022. Commissioner Rios made the motion to approve the minutes of September 15, 2022. Vice-Chairman Banks seconded the motion, and the following vote was recorded:

AYES: Banks, Barber, Davis, Escarcega, Jefferson, Lattimore, McConnell, Rios, Warner, Watkins

NAYS: None

ABSENT: McDonald, Ward

ABSTAIN: None

Motion carried.

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### **Family Self-Sufficiency (FSS) Graduate Recognition**

Ms. Sutton acknowledged that the FSS graduate was not present as she has moved to Texas. Ms. Tapia noted that the graduate will receive a certificate and a check in the amount of \$4,969.74. The money can be used anyway she sees fit. Vice-Chairman Banks requested that the graduate be introduced to the Board at some point in the future. As she is in Texas, it was suggested having her participate by Zoom.

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

- Ms. Tapia noted there was an increase in rental lease ups by 20 percent as of September 2022. Rent collections has increased by about 7 percent according to September's delinquencies. There are currently 978 active applicants for the Public Housing Waiting List.
- The Housing Choice Voucher (HCV) staff has completed 83 annual reexaminations during the month of September. The staff has also completed 51 interims, 6 change of units, and 12 new admissions. There are currently 191 voucher holders looking for housing, 3 voucher holders on the port-out list, and 15 individuals who ended participation in the HCV program. There are currently 900 applicants on the Waitlist. Ms. Tapia explained that an interim is someone who has a change of family income or composition. Chairman Watkins noted that we have about a four-year

backlog with 900 on the Waitlist. Ms. Tapia added that, only if they are eligible, and we are pulling about 200 individuals from the list each month, allowing us to go through the list rather quickly. Commissioner Jefferson noted that while we have over 1,100 active vouchers, we have about 1,600 vouchers; but many never reach that 1,600, due to market rents. Ms. Tapia noted that was correct and we have 1,655 vouchers up from 1,642. HUD recently allocated additional vouchers.

- The CARES Act audit was a clean audit and easy to follow. Ms. Tapia gave kudos to Mr. Tilahun and his staff. The audit was supposed to be a quick audit but turned out to be a three-month audit.
- This concluded Ms. Tapia's report.

Commissioner Jefferson asked about the increase for medical coverage. Ms. Tapia noted we are waiting on CBIZ to tell us what the increase will be for 2023. Our current coverage ends December 31, 2022. She shared that because there are less than 100 people participating in the program it is a lot slower to get information. We are waiting to see how much BC/BS will charge us. Commissioner Lattimore asked was the percentage still 80/20 and Ms. Tapia noted that was correct. It is 75/25 for dependent coverage. The rate increase was 10.9 percent for this year. There are about 98 participants this year. The number was about 78 participants last year. Ms. Tapia told the Board we are sending out newsletters, wellness information and material for employees to read to increase participation. Several staff are already insured by other agencies at a lower cost. A survey was conducted last year showed that other coverage was cheaper and that was why some have not taken out coverage with spouses' employers.

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## **Public Comments**

Chairman Watkins called for public comments. Ms. Randle indicated there were no public comments.

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## **Committee Reports**

### **Bylaws**

Commissioner Barber indicated he did not have anything to report.

## **Finance**

In Commissioner's McDonald's absence, Chairman Watkins confirmed with Ms. Tapia that the Finance Committee did not meet. He reminded the Board that we are in the middle of an audit and that will be concluding in November.

## **Development**

Commissioner Warner passed out written notes of the last couple of meetings. She indicated they met twice. Once was to go over information that Jerry Glavin shared with the Board. The second meeting was to catch up on processes occurring at Juniper Gardens, the discussion of what they hope to accomplish at this meeting and to catch up on concerns that Rev. McConnell shared at the last board meeting.

## **Resident Participation**

Ms. Davis-Mays noted they met this month and Commissioners Davis, and McConnell were present. The meeting concerned the Five-year and Annual Plan. Another meeting was held with the Resident Advisory Board to discuss the Housing Choice Voucher program.

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

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## **Consent Agenda**

Chairman Watkins ask for a vote on the consent agenda, Resolution No. 2022-29, approval of 2023 Fair Market Rents. Commissioner Rios made a motion to approve Resolution Nos. 2022-29. Commissioner Warner seconded the motion, and the following vote was recorded:

AYES: Banks, Barber, Davis, Escarcega, Jefferson, Lattimore, McConnell, Rios, Warner, Watkins

NAYS: None

ABSENT: McDonald, Ward

ABSTAIN: None

Motion carried.

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Resolution No. 2022-29, approving the 2023 Fair Market Rents (FMRs) Housing Choice Voucher Payment Standards

The Housing Act of 1937 requires that HUD establish Fair Market Rents (FMRs) annually effective October 1. These FMRs must be adopted by Board resolution. The HCV program payment standards which can be set at the discretion of the local Housing Authority, are a function of the FMRs, with the requirement that they be set between 90 and 110% of the FMR for each bedroom size. Staff is recommending the FMRs for the HCV program payment standards be applied January 1, 2023. This new data for rent calculations for new leases, new HAP contracts and annual renewals goes into effect January 1, 2023. The increased FY 2023 payment standard will have the effect of lowering tenant rent and raising subsidy.

RESOLUTION NO. 2022-29—APPROVE 2023 FAIR MARKET RENTS (FMRs) HOUSING CHOICE VOUCHER PAYMENT STANDARDS.

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Chairman Watkins adjourned the meeting and it passed unanimously.

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Matthew T. Watkins, Chairman

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Andrea Tapia, Executive Director/CEO



## Kansas City, Kansas Housing Authority

1124 North Ninth Street

Kansas City, Kansas 66101-2197

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

[www.kckha.org](http://www.kckha.org)

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To: Board of Commissioners  
From: Andrea Tapia, Executive Director/CEO  
Date: November 17, 2022  
Re: Executive Director's Report

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### **Housing Choice Voucher (HCV) Program**

The HCV department has issued 20 vouchers during the month of October 2022 with a total of 1,174 vouchers leased. Currently, there are 205 voucher holders searching for affordable housing within Wyandotte County.

KCKHA meets monthly with HUD to discuss KCKHA's HCV leasing potential and any barriers that keep voucher holders from leasing up. During these meetings KCKHA and HUD discuss ways in which KCKHA can incorporate new methods of outreach and administrative processes to help address the identified barriers. HUD will also share any processes or administrative changes that other Public Housing Authorities (PHA's) have incorporated and found to be successful. These meetings help HUD identify common issues that PHA's face in getting applicants leased up and/or Public Housing vacancies filled, and these meeting can often have a huge impact on changes being made to program policies established by HUD.

Out of the 1,655 vouchers allocated by HUD, 50 of those vouchers are HUD Veterans Affairs Supportive Housing (VASH) Vouchers. Due to high employee turnover rates and limited affordable housing stock, the Veterans Affairs supportive services management has found it difficult to locate housing for our homeless Veterans. Currently there are 34 VASH vouchers leased. HCV continues to meet monthly with the VA to discuss ways to increase lease-up and provide supportive services to the Veterans.

The HCV Department not only issues HCV vouchers, they also provide Project-Based Vouchers (PBVs) to many of Wyandotte Housing Agencies. There are over 178 PBVs allocated to supportive housing agencies within Kansas City, Kansas.

HUD's most current national view of leasing, August 2022, reports that there are nationally 2,634,649 housing vouchers available with 2,263,284 leased and 371,365 of available vouchers for those needing subsidized housing. As of August 2022, PHAs are averaging 86.40% lease ups with a per unit average cost of \$851.84.



Current Units under ACC

**2,634,649**

Current Reported Leasing

**2,263,284**

Units Remaining under ACC

**371,365**

2022 YTD Leasing Percentage

**86.40%**

Average Per Unit Cost \*

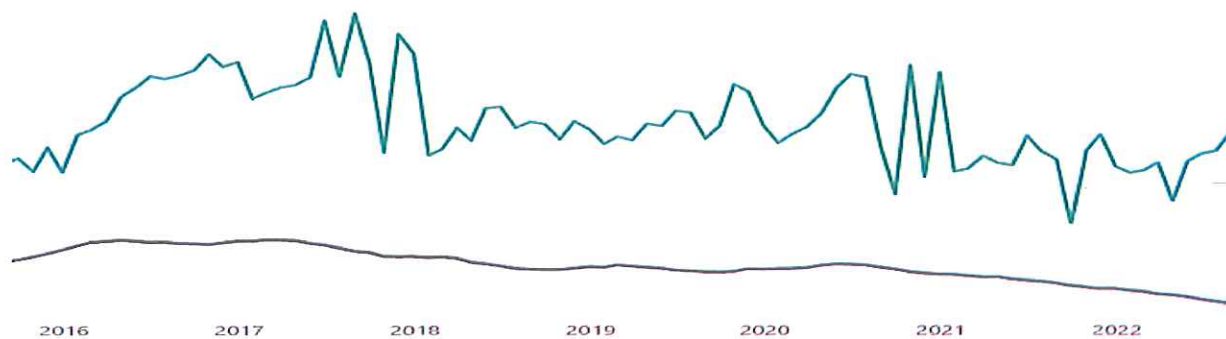
**\$851.84**

Current Leasing Potential

**126,539**

#### Budget & Unit Utilization since 2015

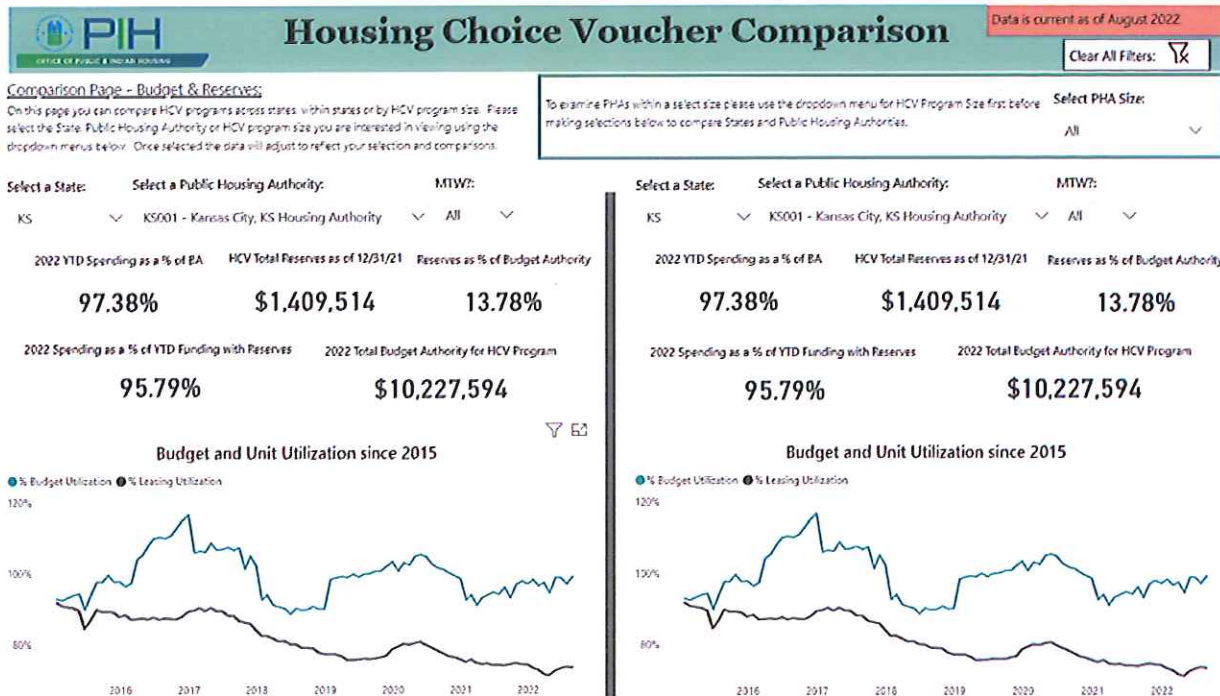
n ● % Leasing Utilization



In October 2022 KCKHA met with HUD and projected KCKHA would spend 98% of the Annual Budget Authority (ABA) by the end of calendar year 2022. This projected percentage meets HUD's required 2022 target ABA expenditure; however, HUD has increased its target goal for 2023 ABA to 100%, which means full expenditure of funds expected.

In order to increase voucher issuance and potential lease up, KCKHA's HCV Department identified areas in program management where changes can be made, such as hosting monthly landlord briefings, providing current and potential landlords with a PowerPoint presentation that provides landlords with a clear understanding of the HCV program, posting requests for landlord participation in the local newspapers, changing payment standards to offer applicants additional housing options, extending voucher expirations so that more time can be extended to locating affordable housing and hiring additional staff to provide timely processing of applications. HCV contracted with McCright Inspections to ensure timely inspections leading to quicker lease-up and program compliance. In addition, KCKHA continues to seek out community partnerships to help expedite the lease-up process by using community resources to remove barriers and provide stable housing.





## Public Housing

In reviewing the Physical Needs Assessments, 504 Physical Needs Assessment and final scoring of the most recent Real Estate Assessment Center (REAC) Inspections, it is apparent that many of KCKHA's public housing units are in need of 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 and increase maintenance costs. We also know that there is unexpected maintenance that can delay unit turnover and occupancy, increasing operational costs.

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 costs and reducing inspection deficiencies. Our maintenance program is comprised of administrative procedures along with maintenance procedures that describe the overall approach to goals within the program. In conjunction with our program approach, KCKHA participates in monthly meetings with HUD to track our progress in addressing the REAC deficiencies received and vacancy concerns.

Ensuring preventative maintenance and long-term modifications can be a challenge for any PHA overseeing 2,108 housing units. KCKHA staff understands that there needs to be organizational processes that ensure the needs of the residents are being addressed in a timely manner and unit turnover and modification of units are being completed. In addition to unit turnover and

modifications, staff have made changes to administrative processes in order to decrease the time from application to lease up for persons seeking housing. The changes include adding absolute preferences to homeless persons and persons fleeing domestic violence, streamlining the eligibility process to ensure timely lease-ups.

The following are monthly reports provided by staff:

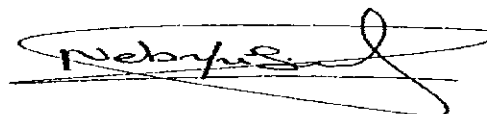
- A. Statement of Funds
- B. Delinquency Report
- C. Disbursements of \$1,000
- D. Operating Receipt and Expenditures
- E. Maintenance Report
- F. Occupancy Report
- G. Monthly Move-outs and Move-ins
- H. Modernization Report
- I. Resident Initiative Report
- J. Section 8 Utilization Report
- K. Family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

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

Description	Rate <sup>(a)</sup>	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$271,736.24	Liberty
Payroll Account	0.00%		\$9,835.54	Liberty
ACH Pymt Account	0.00%		\$35,811.88	Liberty
Rent Depository Account	0.00%		\$5,615,137.71	Bank of Labor
Rent Bank Deposit Accounts	0.019%		\$254,252.73	Various Rent Banks
Homeless Prevention Program	0.249%		5,499.31	Bank of Labor
Sponsorship Program	0.099%		20,254.41	Bank of Labor
Section 8 Checking	0.00%		627,594.28	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,901.37	Liberty
Family Self Sufficiency	0.099%		\$60,313.33	Bank of Labor
KCKHA Debt Service Account			\$414,442.04	Deutsche Bank
CD#120245349	1.30%	03/01/23	\$500,000.00	Bank of Labor

(a) Represents Rates as of November 9, 2022 provided by Banks.

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

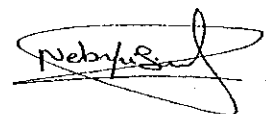


Nebyu Tilahun  
Director of Finance

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

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	<b>Rent &amp; Other Charges</b>	<b>Repayment Agreements</b>	<b>Net Total</b>
Accounts Receivable (Amounts Delinquent)	\$156,150.15	(\$63,265.21)	\$92,884.94
Total Charges to Tenants for Month			\$453,039.17
Delinquency Ratio			20.50%
Petitioned to Court			<u>21</u>
Praecipes Issued			<u>21</u>
Evictions			<u>10</u>
Pending Evictions			<u>3</u>



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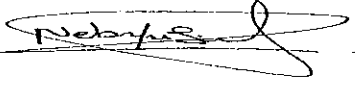
Nebyu Tilahun  
Director of Finance

<b>Kansas City, Kansas Housing Authority</b>	
Payments Over \$1,000.00	
For The Month of OCTOBER '22	
<b>*CONTRACTS*</b>	
<b>*MAINTENANCE COSTS*</b>	
BAILEY INDUSTRIAL CLEANING	\$5,000.00
Bartlett & West, Inc	\$2,500.00
Booney's Lawn Service	\$5,840.00
Buck Roofing & Construction, LLC	\$4,740.00
BUILDING ENVELOPE SOLUTIONS, LLC	\$4,265.00
CALHOUN LAWN CARE, LLC	\$7,350.00
CEI Electrical & Mechanical	\$6,838.56
CINTAS CORPORATION No. 2	\$1,092.49
CITRIN COOPERMAN & COMPANY	\$14,500.00
DAVID ALLEN HENDERSON DBA	\$2,295.00
DAVID ALLEN HENDERSON DBA	\$1,795.00
DAVID ALLEN HENDERSON DBA	\$1,795.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
Delta Innovative Services	\$3,600.00
Ferguson Enterprises, LLC.	\$1,611.04
FSP, LLC	\$2,225.00
FSP, LLC	\$1,850.00
GERKEN RENT-ALL INC	\$1,667.37
Gold Star Flooring & More, Inc	\$1,015.00
Grainger	\$1,050.35
H.D. Supply	\$9,685.95
Home Depot Pro-SupplyWorks	\$5,756.32
Home Depot Pro-SupplyWorks	\$1,196.53
J & J Asphalt Paving Inc	\$1,620.00
J & J Asphalt Paving Inc	\$1,296.00
James Hanson dba Jim's Services	\$3,290.00
Johnstone Supply Co.	\$1,641.19
KEATING MUD JACKING & CONCRETE, INC.	\$2,000.00
KEMPKE CONTRACTORS, LLC	\$6,210.00
KEMPKE CONTRACTORS, LLC	\$5,150.00
KEMPKE CONTRACTORS, LLC	\$2,790.00
Kone Inc.	\$1,410.54
Lowes	\$1,185.62
Martin Mechanical Corporation	\$6,054.30

Martin Mechanical Corporation	\$1,429.75
MEI TOTAL ELEVATOR SOLUTIONS	\$5,495.13
MEI TOTAL ELEVATOR SOLUTIONS	\$1,192.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$4,210.00
OSCARS MAINTENANCE SERVICE CORP, LLC	\$3,985.00
PDQ Supply Inc.	\$1,127.40
Plumb Supply Company, LNX	\$8,299.17
Plumb Supply Company, LNX	\$4,443.20
Reeves-Wiedeman Company	\$1,314.70
REPUBLIC SERVICES #468	\$1,952.35
Royal Tree Service	\$4,600.00
Sherwin-Williams Co	\$6,316.42
Sherwin-Williams Co	\$1,618.28
Smallwood Locksmiths, Inc	\$2,223.95
SOS Pest Control	\$3,600.00
Stanion Wholesale Elec. Co.	\$6,953.05
STEVENS SERVICE LLC	\$2,690.00
SUPERCO SPECIALTY PRODUCTS	\$2,073.60
SUTTON REMODELING, LLC	\$8,552.00
SUTTON REMODELING, LLC	\$5,508.00
SUTTON REMODELING, LLC	\$2,004.00
Trugreen Chemlawn	\$1,015.57
Virginia Tile Company	\$1,157.22
W CARTER & ASSOCIATES GLAZING, LLC	\$2,980.00
Waste Management	\$4,344.71
Worldwide Window Fashions	\$3,049.20
Zep Manufacturing Company	\$2,158.60
<b>*MISCELLANEOUS*</b>	
AT&T	\$10,005.43
Charter Communications	\$2,677.80
ENTERPRISE FM TRUST	\$5,261.77
Evans & Mullinix, P.A.	\$5,251.00
Flatland Technology LLC	\$41,601.26
KS Housing Resources	\$3,513.00
MASTERCARD	\$4,428.96
OFFICE ESSENTIALS, INC	\$3,032.79
ONLINE INFORMATION SERVICES, INC	\$1,307.44
PayLease, LLC	\$3,020.11
Postmaster	\$5,000.00
U.S BANK EQUIPMENT FINANCE	\$2,780.43
Verizon Wireless	\$2,217.38
WEX BANK DBA WRIGHT EXPRESS FSC	\$7,307.00



	<b>*MODERNIZATION*</b>	
	Carpet Corner Inc. ( Plaza Tower carpet tile and adhesive)	\$38,047.74
	Coleman World Group LLC (Resident Relocations Scattered Site 15 Houses, for Phase 3 Interior Modernization)	\$8,040.00
	Hernly Environmental, Inc ( Lead Based Paint and Asbestos testing Chalet Manor)	\$4,414.20
	Hernly Environmental, Inc (Plaza Tower Mold testing / Lead Based Paint and Asbestos Testing for HVAC improvement Scattered Site 10)	\$2,543.00
	Infinity Group LLC (Contractor payment interior modernization Phase 3 Plaza Tower)	\$482,314.04
	Plumb Supply Company, LNX ( Plaza Tower plumbing faucets)	\$2,899.43
	<b>*PAYROLL COSTS*</b>	
	AFLAC PREMIUM HOLDING	\$2,939.50
	Blue Cross Blue Shield Of KC	\$103,936.90
	Colonial Life & Accident Ins	\$3,469.38
	Delta Dental	\$4,554.86
	Kansas Public Employ Ret Syst	\$35,043.12
	Kansas Public Employ Ret Syst	\$33,042.97
	Nationwide Retirement Solution	\$2,187.00
	Nationwide Retirement Solution	\$1,857.00
	<b>*UTILITIES</b>	
	Board Of Public Utilities	\$120,021.06
	Board Of Public Utilities	\$74,666.84
	Board Of Public Utilities	\$46,352.27
	Board Of Public Utilities	\$20,701.85
	City of Bonner Springs	\$2,485.93
	Constellation New Energy-Gas	\$4,725.92
	Evergy	\$2,245.38
	Kansas Gas Service	\$9,141.72
	Kansas Gas Service	\$1,339.66
		\$1,321,573.70

		
		Nebyu Tilahun
		Director of Finance

**Kansas City, Kansas Housing Authority**  
**Operating Income and Expenditure**  
**For the Period Ended September 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	ROSS YR TO DATE	TOTAL YR TO DATE	%	TOTAL BUDGET
<b>OPERATING INCOME:</b>														
Dwelling Rent				\$2,461,172.03	50%	\$4,906,135.00						\$2,461,172.03	50%	\$4,906,135.00
Fraud Recovery Income							\$31,920.46					\$31,920.46		
Interest Income	\$799.26	421%	\$190.00	\$784.18	96%	\$820.00						\$1,583.44	157%	\$1,010.00
Tenant Income				\$162,926.96	63%	\$260,674.00						\$162,926.96	63%	\$260,674.00
Transfer from CFP						\$1,097,012.00						\$1,097,012.00		\$1,097,012.00
Other Income	\$366,623.29	51%	\$724,169.00	\$78,445.82	185%	\$42,408.00	\$5,987.44					\$451,056.55	59%	\$766,577.00
Fee for Services - COCC	\$894,320.94	57%	\$1,580,215.00							\$34,249.85	\$7,186.93	\$894,320.94	57%	\$1,580,215.00
Grant Income														
Management Fees	\$931,149.45	53%	\$1,771,135.00									\$931,149.45	53%	\$1,771,135.00
Total Operating Income	\$2,192,892.94	54%	\$4,075,709.00	\$2,705,328.99	43%	\$6,307,049.00	\$37,907.90			\$34,249.85	\$7,186.93	\$4,968,379.68	48%	\$10,382,758.00
Operating Subsidy				\$5,370,497.00	58%	\$9,199,789.00						\$5,370,497.00	58%	\$9,199,789.00
Section 8 Admin Fees							\$459,819.00	54%	\$856,733.00			\$459,819.00	54%	\$856,733.00
Total Operating Receipts	\$2,192,892.94	54%	\$4,075,709.00	\$8,075,825.99	52%	\$15,506,838.00	\$497,726.90	58%	\$856,733.00	\$34,249.85	\$7,186.93	\$10,798,695.68	53%	\$20,439,280.00
<b>OPERATING EXPENSES:</b>														
Administrative Salaries	\$531,437.95	51%	\$1,046,858.00	\$563,340.05	44%	\$1,283,465.00	\$151,470.31	37%	\$411,663.00	\$13,651.71	\$4,998.84	\$1,259,900.00	46%	\$2,741,966.00
Management Fees				\$790,515.45	49%	\$1,597,338.00	\$140,634.00	47%	\$296,750.00			\$931,149.45	49%	\$1,894,088.00
Other Admin Expenses	\$122,392.00	54%	\$228,199.00	\$118,008.67	28%	\$422,055.00	\$26,132.71	38%	\$68,550.00			\$266,533.38	37%	\$718,804.00
<b>Tenant Services</b>														
Tenant Services Salaries				\$28,944.28								\$28,944.28		
Resident Assoc Expenses				\$2,831.87	11%	\$25,233.00						\$2,831.87	11%	\$25,233.00
Other Expenses				\$664.03	4%	\$16,830.00						\$664.03	4%	\$16,830.00
Total Utilities	\$25,460.89	46%	\$50,728.00	\$1,355,565.75	47%	\$2,900,853.00						\$1,379,026.64	47%	\$2,951,581.00
Maintenance Salaries	\$575,803.34	43%	\$1,332,240.00	\$784,140.15	46%	\$1,721,375.00						\$1,359,945.49	45%	\$3,053,615.00
Maint Materials	\$197,911.67	217%	\$91,188.00	\$308,403.23	33%	\$875,543.00	\$1,787.68	15%	\$11,691.00			\$508,102.58	52%	\$978,422.00
Fee for Services - COCC				\$894,320.94	57%	\$1,580,215.00						\$894,320.94	57%	\$1,580,215.00
Other Maint Contracts	\$36,579.21	24%	\$150,018.00	\$840,311.71	51%	\$1,638,934.00	\$20,775.68	60%	\$34,430.00			\$897,666.60	49%	\$1,823,382.00
Other Security Expense				\$75,244.65	36%	\$208,748.00						\$75,244.65	36%	\$211,248.00
Insurance														
Terminal Leave Payments	\$63,748.42	60%	\$106,995.00	\$261,661.62	43%	\$606,156.00	\$15,895.83	59%	\$26,753.00			\$341,305.87	46%	\$739,904.00
Employee Benefit Contributions	\$349,740.11	40%	\$877,135.00	\$501,465.79	42%	\$1,184,811.00	\$49,843.21	33%	\$151,775.00	\$20,598.14	\$2,188.09	\$921,647.25	42%	\$2,213,721.00
Collection Losses				\$170,542.16	85%	\$201,556.00						\$170,542.16	85%	\$201,556.00
Interest Expense				\$258,001.68	46%	\$566,464.00						\$258,001.68	46%	\$566,464.00
Other General Expense	\$2,649.49			\$5,033.80	2247%	\$224.00	\$7,067.01	64%	\$11,001.00			\$14,750.30	131%	\$11,225.00
Total Routine Expenses	\$1,903,723.06	49%	\$3,885,841.00	\$6,958,995.83	47%	\$14,829,800.00	\$413,606.43	41%	\$1,012,613.00	\$34,249.85	\$7,186.93	\$9,310,575.17	47%	\$19,728,254.00
<b>COVID</b>														
Casualty Losses - Net						(\$788.00)						(\$74,333.34)		
Total Operating Expenses	\$1,830,177.72	47%	\$3,885,841.00	\$6,958,207.83	47%	\$14,829,800.00	\$413,606.43	41%	\$1,012,613.00	\$34,249.85	\$7,186.93	\$9,236,241.83	47%	\$19,728,254.00
Prior Year Adjustments														
Total Operating Expenditures	\$1,830,177.72	47%	\$3,885,841.00	\$6,958,207.83	47%	\$14,829,800.00	\$413,606.43	41%	\$1,012,613.00	\$34,249.85	\$7,186.93	\$9,236,241.83		\$19,728,254.00
Gain/(Loss) from Operations	\$362,715.22		\$189,868.00	\$1,115,618.16		\$677,038.00	\$84,120.47		(\$155,880.00)			\$1,562,455.85		\$711,026.00

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

\*\*\* Percentage 50% or 61/2th of the year

Nebyu Tilahun, Director of Finance

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

**CUSTOMER SERVICE & SATISFACTION SURVEY - OCTOBER 2022**

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
10/03/22	142	20	162	7	7	0	13
10/04/22	50	8	58	4	4	0	4
10/05/22	106	17	123	5	5	0	12
10/06/22	103	12	115	4	4	0	8
10/10/22	119	15	134	4	4	0	11
10/11/22	129	17	146	3	3	0	14
10/12/22	149	15	164	6	6	0	9
10/14/22	159	17	176	9	9	0	8
10/17/22	133	19	152	6	6	0	13
10/18/22	122	17	139	8	8	0	9
10/19/22	137	25	162	10	10	0	15
10/20/22	79	10	89	4	4	0	6
10/24/22	151	22	173	6	6	0	16
10/25/22	120	16	136	2	2	0	14
10/27/22	76	16	92	5	5	0	11
10/28/22	76	13	89	3	3	0	10
10/31/22	134	20	154	6	6	0	14
	2,303	312	2,615	84	69	0	170
				(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 27% of the service work orders completed
- (b) No Response 54% of the service work orders completed
- (c) Favorable Response 82% of the residents contacted
- (d) Unfavorable 0% of the residents contacted

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

	Family	Elderly	Total
Total Vacancy	40	70	110
Units in Mod	6	30	36
Juniper in Mod	178	0	178
Fire Units	0	0	0
Defer Maint	22	2	24
Rentable Units	18	68	86
Move-Ins	10	17	27
Move-Outs	17	17	34
Units Available	8	13	21

# Kansas City, Kansas Housing Authority October 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	75	178	12		33%	36%
K1-2 D(1) ST. MARGARETS PARK	100	94	5	1		95%	93%
K1-3 D(1) CYRUS K. HOLIDAY	60	52	7	1	-	88%	92%
K1-4 *M(1) D(8) WYANDOTTE TOWERS	302	259	37	6	-	88%	88%
K1-5 *M(2) D(1) BELROSE MANOR	90	85	4	1		96%	96%
K1-6 Elderly DOUGLAS HEIGHTS	101	96	5	-	-	95%	94%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	86	10	3		90%	93%
K1-7 D(1) SCATTERED SITES	24	21	1	2		96%	92%
K1-9 D(1) SCATTERED SITES	30	30	-			100%	100%
K1-10 *M(2) SCATTERED SITES	42	37	5			88%	88%
K1-11 M(1) D(1) GRANDVIEW PARK	40	36	3	1	-	93%	93%
K1-12 D(2) CHALET MANOR	66	47	17	2		74%	76%
K1-13 WELBORN VILLA	80	77	3	-		96%	99%
K1-14 BETHANY PARK TOWERS	153	147	6	-		96%	95%
K1-15 *M(6) SCATTERED SITES	20	9	-	-	11	100%	100%
K1-17 *M(1) GLANVILLE TOWERS	108	102	6		-	94%	94%
K1-18 ROSEDALE TOWERS	122	117	5	-		96%	96%
K1-20 D(1) WESTGATE TOWERS	163	154	8	1		95%	94%
K1-21 D(1) SCATTERED SITES	8	7	1			88%	88%
K1-22 WESTGATE VILLA	20	20	-			100%	95%
K1-23 D(1) SCATTERED SITES	38	36	2			95%	95%
K1-24 M(18) PLAZA TOWERS	115	85	1		29	99%	99%
K1-25 D(1) SCATTERED SITES	12	10	1	1		92%	92%

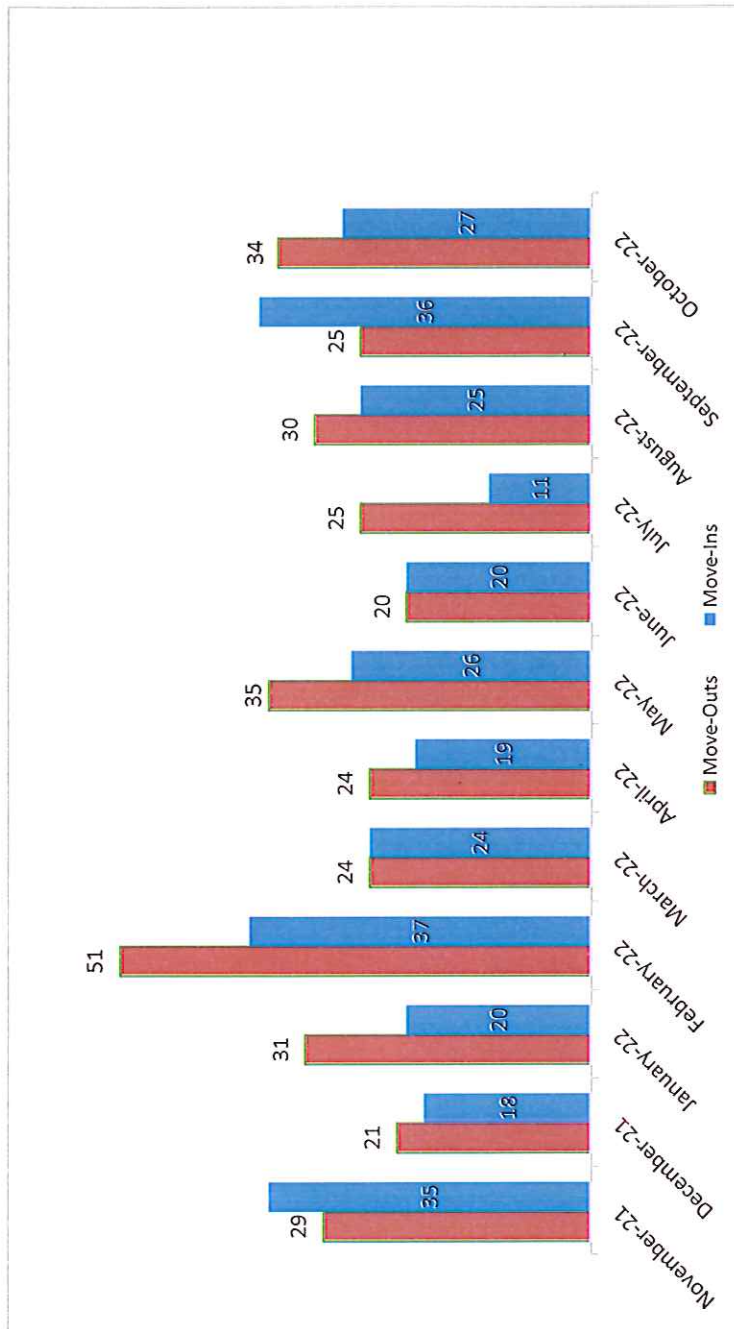


## REPORT F

**Kansas City, Kansas Housing Authority  
October 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	75	-	12	178	100%	100%
K1-2 D(1) ST. MARGARETS PARK	100	94	3	1	2	97%	95%
K1-3 D(1) CYRUS K. HOLIDAY	60	52	3	1	4	95%	97%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	258	3	7	34	99%	99%
K1-5*M(2) D(1) BELROSE MANOR	90	84	2	1	3	98%	98%
K1-6 Elderly DOUGLAS HEIGHTS	101	96	4	-	1	96%	95%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	86	4	3	6	96%	97%
K1-7 D(1) SCATTERED SITES	24	23	-	-	1	100%	92%
K1-9 D(1) SCATTERED SITES	30	30	-	-	-	100%	100%
K1-10 *M(2) SCATTERED SITES	42	39	1	-	2	98%	95%
K1-11 M(1) D(1) GRANDVIEW PARK	40	36	3	1	-	93%	93%
K1-12 D(2) CHALET MANOR	66	47	-	2	17	100%	100%
K1-13 WELBORN VILLA	80	77	1	-	2	99%	99%
K1-14 BETHANY PARK TOWERS	153	147	2	-	4	99%	98%
K1-15 *M(6) SCATTERED SITES	20	9	-	-	11	100%	100%
K1-17*M(1) GLANVILLE TOWERS	108	102	5	-	1	95%	94%
K1-18 ROSEDALE TOWERS	122	117	-	-	5	100%	98%
K1-20 D(1) WESTGATE TOWERS	163	154	3	1	5	98%	96%
K1-21 D(1) SCATTERED SITES	8	7	-	-	1	100%	100%
K1-22 WESTGATE VILLA	20	19	1	-	-	95%	95%
K1-23 D(1) SCATTERED SITES	38	36	1	-	1	97%	95%
K1-24 M(18) PLAZA TOWERS	115	84	1	-	30	99%	99%
K1-25 D(1) SCATTERED SITES	12	11	-	-	1	100%	100%

Kansas City, Kansas Housing Authority  
The Last 12 Months



## **MODERNIZATION AND DEVELOPMENT REPORT** **November, 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 7<sup>th</sup>, 2016. The Capital Fund Program 2017 was approved at the December 15<sup>th</sup>, 2016, Board meeting. Approval of the 2017 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. Architect and engineering firms have been selected to complete work under this program.

The following projects are complete: K1-54 Scattered Sites (15) Interior Modernization Phase 1; K1-56 Rosedale Tower Air Handler Replacement; K1-55 Wyandotte Tower Elevator Modernization; K1-53 Chalet Manor Slope Stabilization; K1-53 Douglas Heights HVAC Replacement; K1-57 Plaza Tower Relocation-Floors 6, 7, and 8; K1-57 Plaza Tower Interior Modernization Phase 1 (Floors 7 and 8).

### **CAPITAL FUND PROGRAM 2018**

The funding amount for this program is \$4,718,488.00. The public hearing and final budget were presented to the residents on December 6<sup>th</sup>, 2017. The Capital Fund Program 2018 was approved at the December 21<sup>st</sup>, 2017, Board meeting. HUD is in the process of reviewing the 2018 Capital Fund Plan. There is a new process regarding the ACC Amendment and currently the Housing Authority is working with HUD through the new process for its approval. Architectural and Engineering Services, for the preparation of building plans and specifications, for the 2018 improvement projects, have been awarded.

The following projects are complete: K1-55 Wyandotte Tower Underground Storage Tank Removal; K1-56 and K1-57 Glanville, Rosedale, and Plaza Towers Security Camera Improvements; K1-54 Scattered Site 7 HVAC Improvement; K1-53 Chalet Manor HVAC Improvement; and K1-56 Douglas Heights High Ride, v and Glanville Towers, K1-57 Westgate Tower Fire Alarm Panel Replacement, and K1-20 Westgate Tower Chiller Replacement.

### **CAPITAL FUND PROGRAM 2019**

The funding amount for this program is \$4,914,294.00. The public hearing and final budget were presented to the residents on December 5<sup>th</sup>, 2018. The Capital Fund Program 2019 was approved at the December 20<sup>th</sup>, 2018 Board meeting. Staff has submitted all required documents to HUD for acceptance of this funding. Architectural and Engineering Services, for the preparation of building plans and specifications, for the 2019 improvement projects, have been awarded.

The following project are complete: KCKHA Thomas M. Scott Maintenance Facility, K1-54 Scattered Site (15) Interior Modernization Phase 2, K1-57 Plaza Tower Interior

Modernization Phase 2 (floors 4, 5, and 6), and K1-54 Maintenance Facility Metal Roof Retrofit.

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

All relocations for Phase 3 Interior Modernization have been completed. However, one handicapped resident will need to be moved back to a handicapped unit once it is completed, in this final phase.

#### **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. Assessments and inspections are complete. Awaiting the reports to determine if remediation is required.

#### **CAPITAL FUND PROGRAM 2020**

The funding amount for this program is \$5,288,808.00. The public hearing and final budget were presented to the residents on December 4<sup>th</sup>, 2019. The Capital Fund Program 2020 was approved at the December 19<sup>th</sup>, 2019, Board meeting. Staff has submitted all required documents to HUD for acceptance of this funding. The Capital Fund Program 2020 projects has been submitted to the Unified Government, for the environmental review of the projects in this program. Environmental review is complete, and the Request for Release of Funds has been requested and received.

The following 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 16<sup>th</sup>, 2020, to CVR Associates, in the amount of \$230,000.00. Resident meetings have been held with the

residents, to explain the relocation process and to answer questions. CVR has performed surveys of each resident to determine their needs and wants. Actual relocations cannot be started until the Disposition Application is approved by HUD. HUD has notified the Housing Authority that its application has been turned down, pending the submission of additional information. A Physical Needs Reassessment was completed on September 28<sup>th</sup>, 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 18<sup>th</sup>, 2022. SAC has been in communication with the Housing Authority and appears to have what is necessary to approve the disposition application. Awaiting on the disposition application approval letter from HUD.

#### **K1-52 and K1-53 FOUNDATION REPAIR AND STABILIZATION**

A Request for Proposal for foundation repair and stabilization on three public housing buildings was prepared, and proposals were received on March 31<sup>st</sup>, 2021. The Board authorized the award of a contract at the May 2021 meeting, to Spartan Installation and Repair, LLC, dba Ram Jack Foundation Repair and Waterproofing, in the amount of \$82,936.00. Pre-construction meeting was held on June 2<sup>nd</sup>, 2021. Notice to Proceed was issued on August 18<sup>th</sup>, 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) required punch list repairs have been completed. Final paperwork is pending.

#### **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 5<sup>th</sup> 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 28<sup>th</sup>, 2022. The project has started and is progressing well. All blocks are set and fence is approx. 50% complete. Landscaping and steps is underway.

#### **CAPITAL FUND PROGRAM 2021**

The funding amount for this program is \$5,485,060.00. The public hearing and final budget were presented to the residents on December 2<sup>nd</sup>, 2020. The Capital Fund Program 2021 was approved at the December 17<sup>th</sup>, 2020, Board meeting. Staff has submitted the necessary paperwork to HUD. HUD has accepted and approved this grant for implementation. Staff has procured environmental testing of the various projects, and Architectural and Engineering services to prepare plans for the various projects. Preparation of plans for the various projects is 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 22<sup>nd</sup>, 2022 meeting, to Infinity Group LLC, in the amount of \$2,398,348.00. Pre-construction meeting was held on May 3<sup>rd</sup>, 2022. A Notice to Proceed was issued on May 16<sup>th</sup>, 2022. Work on 3<sup>rd</sup> floor has commenced with demolition of that floor complete. 3<sup>rd</sup> floor - framing, electrical, drywall installation, cabinet installation, and change order work on ceilings has been completed. 3<sup>rd</sup> floor painting, finish carpentry and electrical is underway. 2<sup>nd</sup> floor demo, framing, rough-in electrical and plumbing, fire sprinkler installation is complete. 2<sup>nd</sup> floor - drywall installation, change-order work to scrape, prime, texture and paint the ceilings, and cabinet installation is underway. A work change order to replace existing copper plumbing in the apartments is complete. has been completed.

### **CAPITAL FUND PROGRAM 2022**

The funding amount for this program is \$6,843,959.00. The public hearing and final budget were presented to the residents on December 8<sup>th</sup>, 2021. The Capital Fund Program 2022 was approved at the December 16<sup>th</sup>, 2021, Board meeting. Staff has submitted the necessary paperwork to HUD. HUD has accepted and approved this grant for implementation. Staff is in the process of procuring environmental testing of the various projects, and Architectural and Engineering services to prepare plans for the various projects. These will get underway soon.

### **K1-53 CHALET MANOR EMERGENCY WINDOW REPAIRS**

Board approved emergency procurement at its Board Meeting on June 16, 2022. K1-53 Chalet Manor emergency window repairs to stop water intrusion, bids were received on September 8<sup>th</sup>, 2022. A contract was awarded to Taylor Made Exteriors, LLC, contract amount will be determined by the extent of repairs needed, on a pre-determined base price. Window repairs are scheduled to begin on November 9th, 2022.

### **K1-54 SCATTERED SITES 10 HVAC REPLACEMENT**

Bids were received on August 31, 2022, for the replacement of furnaces and air conditioning equipment at Scattered Sites 10 family development. The Board authorized the award of a contract, at the September 15<sup>th</sup>, 2022 meeting, to AAIM Services Inc, in the amount of \$451,000.00. A pre-construction meeting was held on September 30<sup>th</sup>, 2022. Awaiting on equipment delivery for the issuance of the Notice to Proceed. Work should begin mid-November.



## RESIDENT INITIATIVE REPORT

NOVEMBER 2022

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

On October 6, 2022, the new officers of Rosedale Towers were sworn in. Ms. Frances Sharon remains in office as the President.

On October 11, 2022, the Resident Advisory Board met. The Five-year Plan and the Annual Plan were distributed to the residents and a few Housing Choice Voucher participants.



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*Residents in attendance at the  
Resident Advisory Board Meeting*

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On October 13, 2022, Commissioner Jacques Barber held a workshop on voting rights for the residents.



*Residents attending the Voting Rights Workshop  
conducted by  
Commissioner Jacques Barber*

October 20, 2022, I participated in the Annual Board Retreat and gave a presentation on the Resident Services Department.

On October 28, 2022, I submitted an application to Toys for Tots for our Public Housing residents. We are awaiting approval from Toys for Tots.



## Section 8 Housing Choice Voucher Program Monthly Management Report

October 2022

HOUSING CHOICE VOUCHER (HCV)																									
Section 8	Funds Available Through the End of the Calendar Year	Projected Monthly Funds Available	Average Tenant Payment	Average HAP Payment Per Voucher	Total HAP Payment (includes Actual & Anticipated)	HAP Over/Under Authorized	Current Vouchers in Lease	Total Vouchers available/month	YTD vouchers leased	Target Number Of Vouchers	Number Vouchers Over/Under Authorized	YTD Number Vouchers Over/Under Authorized	Newly Leased This Month	Unit to Unit Moves or Owner Changes	Current Vouchers Looking	Vouchers Utilization	YTD Utilization		Funding	Vouchers	Percent of Total Vouchers Leased	Average YTD Attrition	Attrition Rate		
																	Funding	Vouchers							
May	\$6,631,462	\$893,812	\$ 259	\$ 706	\$ 868,499	\$ (25,313)	1,191	1,642	14,592	1,642	(451)	(451)	21	6	82	72.5%	103.5%	72.5%	103.5%			19	1.6%	16	1.3%
June	\$5,737,650	\$840,492	\$ 260	\$ 707	\$ 864,940	\$ 24,448	1,212	1,642	15,804	1,642	(430)	(430)	15	8	108	73.8%	103.1%	73.8%	103.1%			15	1.2%	16	1.3%
July	\$4,897,158	\$866,395	\$ 260	\$ 710	\$ 858,400	\$ (7,995)	1,213	1,642	17,017	1,642	(429)	(429)	15	6	107	73.9%	102.3%	73.9%	102.3%			15	1.2%	17	1.4%
August	\$4,030,763	\$874,896	\$ 262	\$ 718	\$ 877,701	\$ 2,805	1,207	1,642	18,224	1,642	(435)	(435)	20	11	122	73.5%	104.6%	73.5%	104.6%			13	1.1%	18	1.5%
September	\$3,155,867	\$881,653	\$ 267	\$ 720	\$ 873,709	\$ (7,944)	1,181	1,642	19,405	1,642	(461)	(461)	22	6	191	71.9%	104.1%	71.9%	104.1%			15	1.3%	17	1.4%
October	\$2,274,214	\$881,653	\$ 277	\$ 720	\$ 860,696	\$ (20,957)	1,174	1,655	20,579	1,655	(481)	(481)	18	13	205	70.9%	102.6%	70.9%	102.6%			9	0.8%	16	1.4%

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

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

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

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

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

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

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

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

Total vouchers available

Target Number of Vouchers: target number of vouchers the program should have in lease for that particular month based upon the current monthly budget and average HAP payment per voucher.

Number Vouchers Over/Under Authorized: This is the number of vouchers the program has overauthorized or underauthorized for that particular month based upon the target number of vouchers.

Newly Leased This Month: This is the number of new vouchers that have been utilized to lease up within this month.

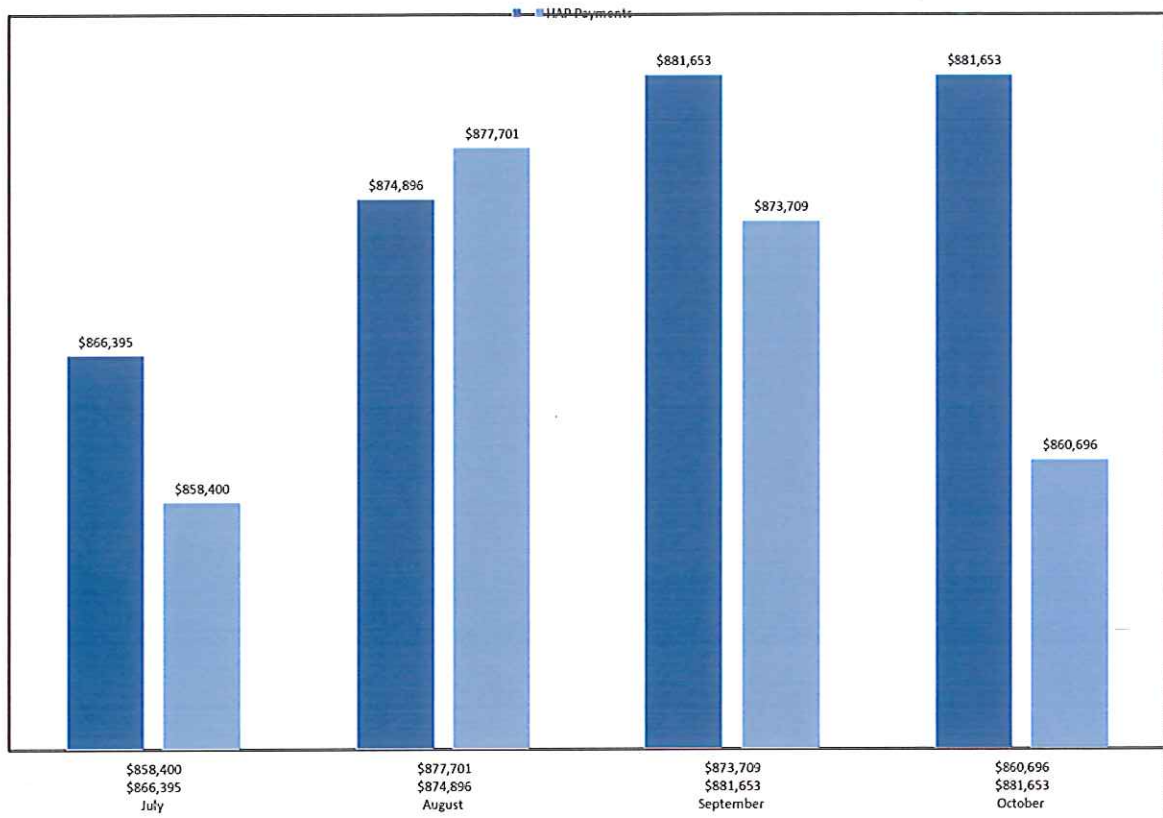
Current Vouchers Looking: This is the current numbers of vouchers that have been issued and the voucher holder is searching for a unit. =205

Homeownership: Current number of homeownership vouchers =4

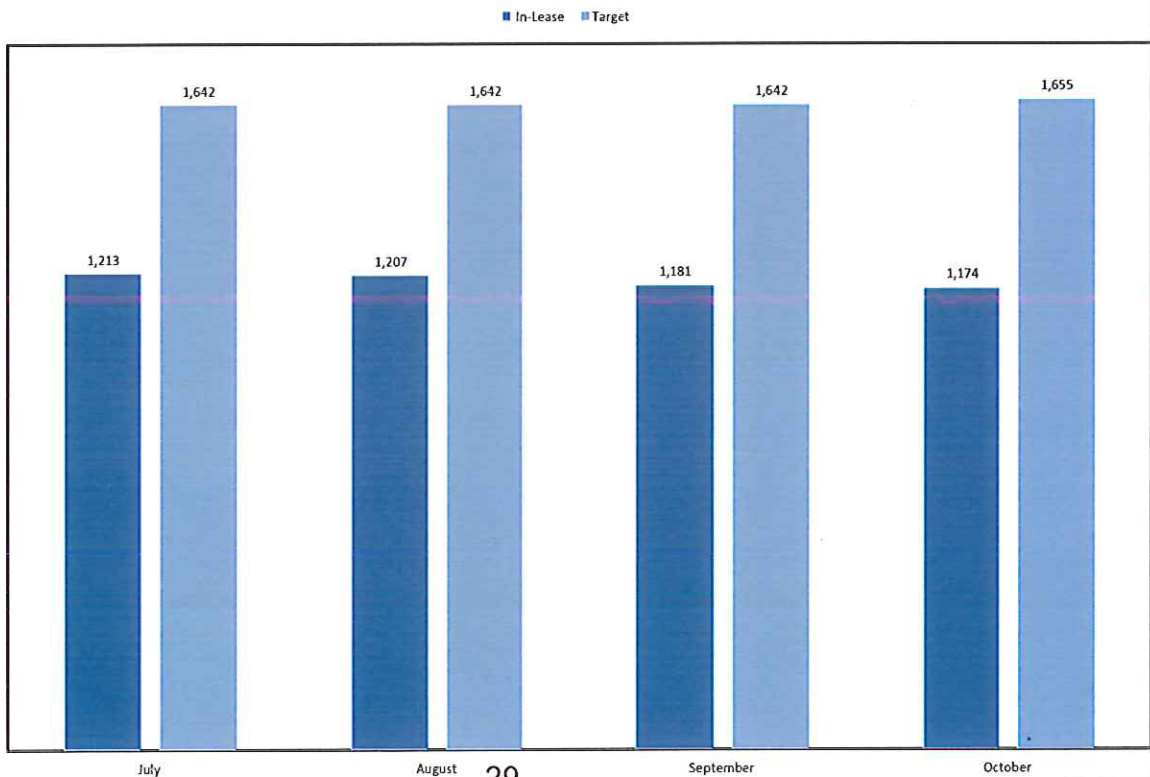
Family Self Sufficiency Participants (FSS): Current number of participants involved in the Section 8 Family Self Sufficiency Program . =34 enrolled, grant requested 25, grant allows for 74

October 2022

### Section 8 Monthly Housing Assistance Payments

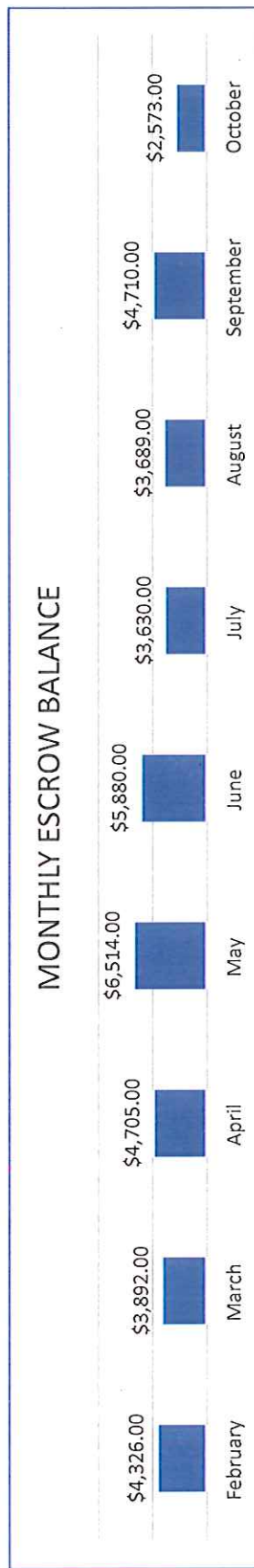
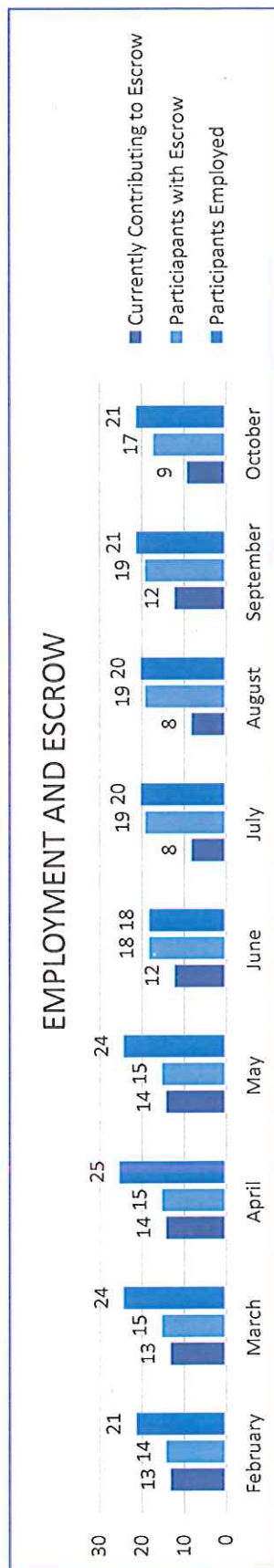
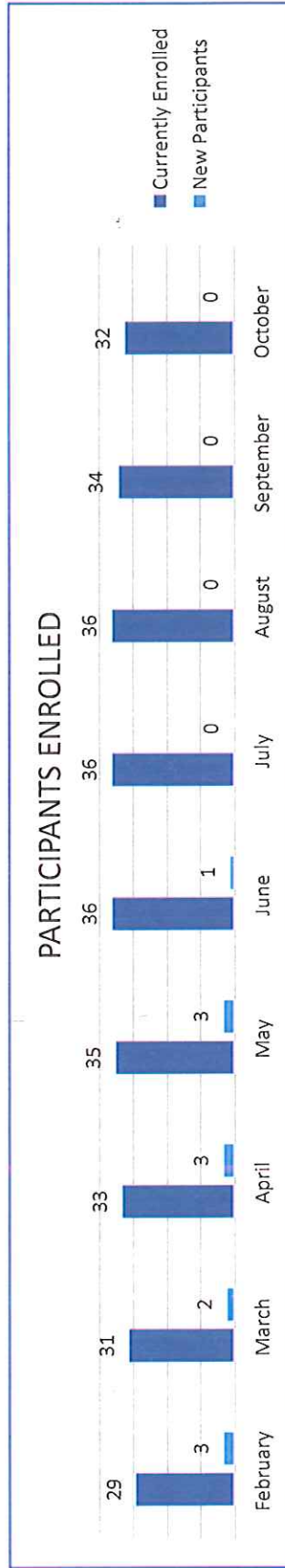


### Section 8 Vouchers In-Lease and Target Leasing Rate











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

**New Business Consent Item:** Certifications of Compliance with PHA Plans and Related Regulations

Resolution No. 2022-30

**Background:**

Every January Housing Authorities are required to submit an Annual Plan reporting the progress of the last fiscal year and stating the goals for the next fiscal year. The Annual Plan was put out for resident, Resident Advisory Board (RAB) Resident Council, and public review and/or comment on September 19, 2022. The RAB comments from the October 11, 2022, are attached in the FY2023 Annual Plan.

**Current Issue:**

The plan is due for submission no later than January 15, 2023.

**Board Action:**

Approve Resolution No. 2022-30, if appropriate.

**Certifications of Compliance with PHA Plan and Related Regulations**  
*(Standard, Troubled, HCV-Only, and High Performer PHAs)*

**U.S. Department of Housing and Urban Development**  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that Have Changed**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 2023, in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
  10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
  11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
  12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
  13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
  14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
  15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
  16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
  17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
  18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
  19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
  20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
  21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
  22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Kansas City, Kansas Housing Authority  
PHA Name

KS001  
PHA Number/HA Code

X  Annual PHA Plan for Fiscal Year 2023  
  5-Year PHA Plan for Fiscal Years 20  - 20

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director

Andrea Tapia

Signature

Date

Name Board Chairman

Matthew T. Watkins

Signature

Date

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The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

# Civil Rights Certification (Qualified PHAs)

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 3/31/2024

## Civil Rights Certification

### Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 4-1-2023 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Kansas City, Kansas Housing Authority  
PHA Name

KS001  
PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: Andrea Tapia

Name of Board Chairperson: Matthew T. Watkins

Signature

Date

Signature

Date

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number. 36