



Agenda

Housing Authority of the City of Kansas City, Kansas

Regular Meeting

Thursday, March 16, 2023
12 noon

Boardroom
1124 N. 9th Street

- I. Roll Call
- II. Swearing-in Ceremony
- III. Approval of the Minutes
Special Board Meeting February 23, 2023
(Pages 1—9)
- IV. Executive Director's Report
(Pages 10—33)
- V. Public Comments
Contact Jackie Randle at jrandle@kckha.org or (913) 281-3300 in advance of the meeting to be placed on the agenda to speak. Comments will have a time limit determined by the Chairman.
- VI. Committee Reports
- VII. New Business Consent Items:
 - Resolution No. 2023-12 Collection Loss Write-Offs
(Pages 34 —36)
 - Resolution No. 2023-13 PHA Board Resolution approving the Hiring
of an External Auditor
(Pages 37—38)
- VIII. New Business Discussion Items:
 - Resolution No. 2023-14 PHA Board Resolution approving the Annual
Operating Budget
(Pages 39 —40)
 - Resolution No. 2023-15 Recognizing LaDora Lattimore for her Valuable
Service to the Housing Authority of the City of

Kansas City, Kansas
(Pages 41)

IX. Executive Session

X. 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, February 23, 2023
12:30 p.m.

Boardroom
Main Office

On the 23rd day of February 2023 at 12:30 p.m. the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in regular 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 (via Zoom)
Hazel Davis, Commissioner
*Raul Escarcega, Commissioner
*Rachel Jefferson, Commissioner (via Zoom)
LaDora Lattimore, Commissioner
Pastor Roderick McConnell, Commissioner
P. Anne McDonald, Commissioner
J.D. Rios, Commissioner
Chandra Ward, Commissioner
Linda Warner, Commissioner (via Zoom)

ABSENT: Jacques Barber, Commissioner
Raul Escarcega, Commissioner

ALSO, PRESENT: Andrea Tapia, Executive Director/CEO
Worku Alem, Asst. Director of Finance
Anwar Crockett, Asst. Director of Housing Operations-HM
Gerald Glavin, Asst. Director of Housing Operations-FM
Susan Martin, 504 Coordinator
Sharron Davis-Mays, Self-Sufficiency Coordinator
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

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

Chairman Watkins called for approval of the minutes of January 19, 2023. Commissioner Rios made the motion to approve the minutes. Commissioner McDonald seconded the motion, and the following vote was recorded:

AYES: Banks, Davis, Escarcega, Lattimore, McConnell, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Barber, Escarcega, Jefferson

ABSTAIN: None

Motion carried.

Executive Director's Report

- Ms. Tapia began with the PHAS score which we received on February 3, 2023. She went over the PHAS Indicators listing the scores where we received a total of 60 points out of 100. We received 16 out of 40 on Physical Assessment Subsystem (PASS), 22 out of 25 on Financial Assessment Subsystem (FASS), 17 out of 25 on Management Assessment System (MASS) and 5 out of 10 on Capital Fund Program (CFP). The last PHAs scoring was 2018 when the scores were 37 out 40 on PASS, 13 out 25 on FASS, 16 out of 25 on MASS and 7 out of 10 on the CFP. We received COVID wavers for 2019, 2020 and 2021. Ms. Tapia explained that we scored low based on occupancy. There were several families who did not and could not pay rent during the moratorium. Those who did not enter into repayment agreements during the moratorium were evicted when it ended. There were also those who left on their own. The numbers at Juniper Gardens were also included and counted against us in occupancy. Ms. Tapia explained the score for 2023 was based on occupancy as of March 31, 2022. We are working diligently to increase the occupancy by March 31, 2023. Commissioner Rios asked what was being done and Ms. Tapia noted we have opened our one and two-bedroom waiting list to increase occupancy. Letters have been sent out to those on the waiting list and agencies have been informed that the waiting list is now open. The Board discussed matters involving the waiting list. Commissioner Lattimore then asked about the rents and Ms. Stroud noted that rents are income based and 30 percent of the adjusted income. Rents can be \$50 minimum to \$1,300 flat rent. Our flat rents are 80 percent of the FMRs. Ms. Stroud stated most rents are income-based making them 30 percent of the adjusted income. She advised residents must be below the income limits when they move in but are not asked to leave when they are over the income limits, unlike in the Section 8 program. Ms. Tapia added that HUD gives Section 8 resident six months before they graduate from the program. Commissioner McConnell noted we are focusing on occupancy, and he

cited a guy that lives across the hall who has stones in his apartment with the intent to push the stones out when people walk by. Chairman Watkins asked what was his question? Commissioner McConnell asked what the process is when people move in. The Chairman stated there is an entire application process. He offered to come back to this later, but right now the discussion is on the PHAs scoring. Chairman Watkins noted the physical needs assessment has dropped dramatically and would Ms. Tapia say this is based on occupancy. Ms. Tapia noted the physical needs score was 37 in 2018 and is 16 in 2022 and she questioned this with HUD, but they did not have an answer. HUD does think the inspections now are more thorough than previous inspections. Chairman Watkins asked if the score could be appealed, and Ms. Tapia stated it could not be appealed. Commissioner Rios stated he was not surprised at the score based on the pictures he has seen of our properties. He advised could be liable for sanctions based on some of the scoring. Ms. Tapia stated that would happen if we were classified as troubled. Commissioner Rios noted if this were a student, they would receive extra tutoring as this would not be acceptable. He stated he believes in the potential of staff and competency of the Board. He suggested approaching this strategically as this is reflection upon all of us. Commissioner Rios asked if there is a Correction Plan. Ms. Tapia stated there is a Correction Plan and we have been meeting with HUD about this. She advised we were designated sub-standard last year as well. Ms. Tapia stated we should not be surprised due to the aging of the housing units and not staying on top of that, puts us where we are today. She advised staff is working hard daily to address this. Ms. Tapia explained they have been working hard to address these issues even before receiving the designation as sub-standard. She advised that we take this very seriously and want to be a high performer. She further explained how being sub-standard does not help us. Commissioner Lattimore noted corrective measures were being discussed when she first came back to the Board. She questioned how the Board could support this process. Ms. Tapia noted that staff meets as a team to address what can be fixed right now. She stated a loss of points were for easy fixes. Ms. Tapia shared the methodology of how repairs take place and how the Board could support that process. Commissioner Warner commented that she knew the PHAs scores had gone down, but she was heartened to see management and finance scores had gone up. Which means we have solid management and adequate leadership to tackle the problem. She stated our property scores have gone down and the Development Committee, along with Ms. Tapia, is looking at how to address these deficiencies. We lack adequate funding to carry out some of the necessary repairs therefore we need an expert to come in and help us prioritize. Additionally, we are understaffed, and Commissioner Warner advised that Ms. Tapia has contracted some of the work out. Commissioner Warner stated she believes in the staff and knows things will improve. The Board must get creative to bring in the financial resources to get the work done.

Commissioner Warner also noted evictions have trended upward and questioned its impact on PHAs scores. Ms. Tapia explained that evictions have a significant impact on the PHAs scores. It is a long process when someone leaves one of our properties but it not just evictions, it is also individuals that have passed. Vice-Chairman Banks discussed the tenant damage rate, especially at Wyandotte Towers in its present structure of people living on top of each other. He noted this adds to our detriment. He stated a lot is due to human damage and the people must take a sense of responsibility for where they live. Commissioner McConnell agreed and this boils down to who is let in the building as tenants. He noted you get what you pay for, and Housing buys the cheapest products that need to be replaced more often. He then complained about the bathrooms at Wyandotte Towers. His point is that we need to do a better job of who we allow in the building. Chairman Watkins asked if there was anything more on PHAs. There being none, he asked Ms. Tapia to continue with her report.

- Ms. Tapia noted on February 10, 2023 the residents received an invitation to meet with CVR Associates to discussion relocation. They will meet on February 24 and 27, 2023 at Juniper Gardens Community Center. This will be reviewed further in closed session.
- The Housing Choice Voucher program will open its wait list this summer. The hope is to increase the voucher lease-ups. A chart show who exited the program is included in the report. There are 1,151 leased vouchers and \$886,279 paid out to landlords in January 2023. We are working with the VA to increase the VASH voucher lease-ups. There are still problems with staffing, so it is hard to get the vouchers in the hands of veterans. There are 579 on the wait list. Commissioner McConnell asked for an explanation regarding the veterans. Ms. Tapia explained veterans go through the VA to receive housing. Commissioner Rios stated he would like to see a monthly report on the Corrective Action Plan taken in the four PHAs categories to keep this in the forefront. He offered appreciation for Commissioner Warner's comments on the PHAs scores. He stated the Board should be obligated to take action on what is provided to them which would empower staff to do their part to fix this situation.

Public Comments

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

Vice-Chairman Banks stated he would piggyback on what Commissioner Warner said and offer kudos to the Executive Director and staff. He believes they are tackling this situation, keeping us abreast and Ms. Tapia will continue to do so. He stated anything they can do as a Board she should feel free to call on them. He congratulated Ms. Tapia, asked her to keep on doing what she is doing, and stated the Board is behind her 100 percent.

Committee Reports

Bylaws

Commissioner Barber was not present. In his absence, Commissioner McDonald noted the Bylaws Committee did meet and Ms. Randle sent out information. They plan to continue to meet and keep working. She stated that Commissioner Barber should have a report and recommendation by next month's meeting.

Finance

Commissioner McDonald stated the Finance Committee did not meet.

Personnel

Vice-Chairman Banks stated the Personnel Committee did not meet.

Development

Commissioner Warner provided a written report to the Board containing five items. She noted that the first item will be of most interest as it relates to PHAs. She told the Board that Ms. Tapia has shared instructions for making units ready. The contractors will use this information to turn over units. Ms. Tapia added that staff worked on the scope of work under the direction of Jerry Glavin and Elaine Stroud. She indicated that Mr. Glavin is a great asset in guiding us through that process. Commissioner Warner stated we received a broker contract from Zimmer Real Estate. There were some minor changes, and the Deed of Trust has been located. They want to give Ms. Tapia the ability to get the contract moving forward and she will be able to enter contracts on behalf of the Board. Commissioner Warner stated there was discussion on Johnson Controls and HUD would give us a final number on that debt by February 27, 2023 which would allow us to plan accordingly. We are working with Crosslines regarding vouchers in Argentine. Commissioner Warner said Ms. Tapia is working with Mayor Garner for more options for housing. This Development meeting was held February 1, 2023.

Vice Chairman Banks gave kudos to the world champion Kansas City Chiefs for their recent Super Bowl win.

Resident Participation

Ms. Davis-Mays stated there was as a meeting with Commissioner McConnell at Wyandotte Towers. Commissioner McConnell noted he missed some previous meetings but was present for a meeting in February. He stated Ms. Davis-Mays

has good meetings. He noted there are a lot of concerns from the residents. He hears it from Wyandotte Towers and other buildings as well. Commissioner McConnell stated Housing can cut costs dramatically and still provide housing. He noted it would be pleasing in the sight of God. Commissioner Rios asked how could it be done? Commissioner McConnell noted it could be done through screening. Secondly, the things we put in. He discussed his heater, and said it was 20 degrees and was told the units are not designed for this. He said the units were cheap and he was freezing. Ms. Tapia said it was -32 degrees and everybody in Wyandotte County had issues. Our maintenance staff responded and told Commissioner McConnell it was -32 and everyone was having an issue getting the heat to register. She stated it was not because the unit was cheap, and no one cared. Chairman Watkins noted Commissioner McConnell had made his point. Commissioner McConnell then talked about the new washers and dryers already needing repairs and that was an added expense. Ms. Tapia informed Commissioner McConnell we do not own the washers and dryers and service can be called. Ms. Stroud added the tenants have been instructed to call for service. Commissioner McConnell discussed the heating and air conditioning on each floor that are left on, and the windows are left open so tenants can smoke which is not allowed in the building. Commissioner Lattimore asked if Commissioner McConnell would report these matters to staff so they could be resolved. Commissioner McConnell noted there was a recent meeting with Chairman Watkins and Ms. Davis-Mays. Ms. Tapia noted she was not invited to the meeting. Commissioner McConnell then went on to say that housing is supposed to be decent, safe, and sanitary, and Housing does not provide one of these three. He then Googled *"What are the most dangerous dogs in America"* and played an audio saying that pit bull terriers and rottweilers are the most dangerous. He says pit bulls are allowed in the building along with people with serious mental problems, drug dealers, rapists, and felons. Chairman Watkins concluded Commissioner McConnell's report. Ms. Tapia said we cannot question the type of support animal someone chooses to have. Commissioner Lattimore suggested there be a communication process between the President of the Resident Associations, Commissioner representative and staff. She said there should be some resolve and not always talking about how terrible the agency is. Commissioner McConnell began talking about lack of security in the building. Commissioner Lattimore noted what we need from Commissioner McConnell is a status report. He replied there has been no changes and things have not gotten worst. Ms. Tapia advised we put an RFP out for security services, and no one responded. She stated Commissioner McConnell provided the name of an individual who spoke with staff but did not show up for the pre-bid meeting. The individual did not respond to the RFP and when we reached out to him, we were told that he forgot the deadline. Commissioner McConnell noted that he wished staff had called for him to work this. He noted he is talking with great people who believe the resident deserve more. He said he cares about the elderly and disabled and is not in it for himself.

Juniper Gardens (Ad-hoc)

Commissioner Lattimore provided written minutes from January 17, 2023 regarding the disposition of Juniper Gardens and asked the Board to refer to the written report. She said their role will be different now since they have approval from HUD.

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

Consent Agenda

Chairman Watkins asked if anyone would like to pull items from the consent agenda, Resolution Nos. 2023-09 through 2023-11. There being none, he called for a vote on the consent agenda items. Commissioner Rios made a motion to approve Resolution Nos. 2023-09 through 2023-11. Commissioner McDonald seconded the motion, and the following vote was recorded:

AYES: Davis, Escarcega, Jefferson, Lattimore, McConnell, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Banks, Barber

ABSTAIN: None

Motion carried.

Resolution No. 2023-09, Authority to Dispose of Scrap Metal.

This resolution requests the disposal of 24 refrigerators and 9 ranges identified by manufacturer serial numbers and PHA decal numbers. These appliances have been determined to be inoperative and should be sold as scrap metal in accordance with the Housing Authority's policy on the disposal of personal property. The value of this scrap metal will be determined by scrap metal weight.

RESOLUTION NO. 2023-09—AUTHORITY TO DISPOSE OF SCRAP METAL.

Resolution No. 2023-10, authorize the auction of equipment with Purple Wave Auction an Online Service.

The Housing Authority identified aged and/or obsolete equipment and used Purple Wave to auction these items. The total amount received from the auction was \$9,430.

RESOLUTION NO. 2023-10—AUTHORIZE THE AUCTION OF EQUIPMENT WITH PURPLE WAVE AUCTION AN ONLINE SERVICE.

Resolution No. 2023-11, authorize disposal of Housing Authority Property consisting of Fleet Vehicles.

The Housing Authority determined there are three fleet vehicles no longer useful in conducting agency business. This resolution requests Board approval to auction these three fleet vehicles: 2002 Work Horse 1 Ton Step Van (Truck 602), 2004 Work Horse a Ton Step Van (Truck 610) and 2006 Ford F-150 (HA-4).

RESOLUTION NO. 2023-11—AUTHORIZE DISPOSAL OF HOUSING AUTHORITY PROPERTY CONSISTING OF FLEET VEHICLES.

Executive Session

Chairman Watkins asked for a motion to go into Executive Session for 20 minutes to discuss a real estate matter. Commissioner Rios made the motion to go into Executive Session. Commissioner Escarcega seconded the motion, and the following vote was recorded:

AYES: Davis, Escarcega, Jefferson, Lattimore, McConnell, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Banks, Barber

ABSTAIN: None

Motion carried.

Executive Session lasted from 1:45 p.m.—2:05 p.m. and Ms. Tapia was in attendance.

Commissioner McDonald asked to extend Executive Session for another 10 minutes. Commissioner Lattimore seconded the motion, and the following vote was recorded:

AYES: Davis, Escarcega, Jefferson, Lattimore, McConnell, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Banks, Barber

ABSTAIN: None

Motion carried.

The extended Executive Session lasted from 2:05 p.m.—2:15 p.m. and Ms. Tapia was in attendance.

Commissioner McDonald asked to adjourn Executive Session. Commissioner Lattimore seconded the motion, and the following vote was recorded:

AYES: Davis, Escarcega, Jefferson, Lattimore, McConnell, McDonald, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: Banks, Barber

ABSTAIN: None

Motion carried.

Matthew T. Watkins, Chairman

Andrea Tapia, Executive Director/CEO

*Banks left prior to voting on the agenda items.

*Escarcega and Jefferson arrived after roll call.



Kansas City, Kansas Housing Authority

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

To: Board of Commissioners
From: Andrea Tapia, Director/CEO
Date: March 16, 2023
Re: Executive Director's Report

Property Management

KCKHA continues to seek improvement in the management of public housing units. KCKHA has established a corrective action plan to address the PHAS score received. We understand this requires reevaluating our methods of monitoring, management, and performance. KCKHA understands a broad perspective of change will require an analysis of property efficiency and cost effectiveness as well as staffing needs.

Housing Choice Voucher Program

The Housing Choice Voucher (HCV) Program continues to work towards increasing voucher issuance and lease up of vouchers. Currently there are 1,146 vouchers that are leased with 190 voucher holders searching for a place to rent, and 9 new voucher holders who have leased up. We show on average 29% of the voucher holders lease-up within 30 days, 22% lease-up within 60 days and 18% lease-up within 90 days.

During the month of February 2023, 16 individuals exited the program. The attached chart shows exit dates, and reason for exiting the program.

S8 - EOP - Report			
From: 02/01/2023 Thru: 02/28/2023			
Programs: All Projects: All			
Processed Records: 16 Selected Records: 16			
Order By: Tenant Name ASC			
2/28/2023	2	S8-Request off Program	Voucher HCV
2/28/2023	3	S8-Fail to report Family or Income Chg	Voucher HCV
2/28/2023	2	S8-Request off Program	Voucher HCV
2/28/2023	2	S8-Request off Program	Voucher HCV
2/28/2023	1	S8-Fraud	Voucher HCV
2/28/2023	1	S8-Illness/Deceased	Voucher PB - Delaware Highlands
2/28/2023	2	S8-Zero HAP/Over Income	Restricted
2/28/2023	3	S8-Fraud	Voucher HCV

2/28/2023	1	S8-Eviction	Voucher PB-Eileen's Place
2/28/2023	1	S8-Illness/Deceased	Voucher PB - Delaware Highlands
2/28/2023	4	S8-Eviction	Voucher HCV
2/28/2023	1	S8-Illness/Deceased	Voucher PB - Delaware Highlands
2/28/2023	2	S8-Request off Program	Voucher HCV
2/28/2023	1	S8-Illness/Deceased	Voucher PB - Delaware Highlands
2/28/2023	2	S8-Request off Program	Voucher HCV
2/28/2023	1	S8-Left Owing Money	Voucher HCV

The success of the HCV program relies on the availability of affordable housing stock and increased landlord participation. Currently KCKHA has approximately 290 landlords participating in our HCV program. The February 2023 Housing Assistance Payments paid to the landlords totaled \$863,608.

Our VASH vouchers continue to be underutilized due to low housing stock and administrative impediments within the VA. Currently 29 VASH vouchers have been issued. KCKHA continue to meet with VA staff to discuss status of VA waitlist and voucher issuance.

HCV currently has 581 applicants on the waitlist. We anticipate opening the waiting list sometime during the Summer of 2023.

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

	Family	Elderly	Total
Total Vacancy	55	72	127
Units in Mod	6	30	36
Juniper in Mod	182	0	182
Fire Units	0	0	0
Defer Maint	5	1	6
Rentable Units	50	70	120
Move-Ins	7	14	21
Move-Outs	5	11	16
Units Available	3	34	37

Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended FEBRUARY 28, 2023

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$467,571.76	Liberty
Payroll Account	0.00%		\$10,129.73	Liberty
ACH Pymt Account	0.00%		\$3,700.23	Liberty
Rent Depository Account	0.00%		\$5,642,783.54	Bank of Labor
Rent Bank Deposit Accounts	0.019%		\$212,305.02	Various Rent Banks
Homeless Prevention Program	0.349%		5,505.49	Bank of Labor
Sponsorship Program	0.199%		20,267.16	Bank of Labor
Section 8 Checking	0.00%		618,971.45	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,920.57	Liberty
Family Self Sufficiency	0.199%		\$74,055.48	Bank of Labor
KCKHA Debt Service Account			\$828,884.04	Deutsche Bank
CD#120245349	1.30%	03/01/23	\$500,000.00	Bank of Labor

(a) Represents Rates as of March 8, 2023 provided by Banks.

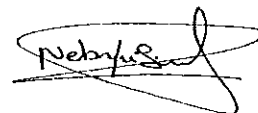
Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Nebyu Tilahun
 Director of Finance

Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of February 28, 2023

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$208,867.67	(\$82,340.06)	\$126,527.61
Total Charges to Tenants for Month			\$460,544.37
Delinquency Ratio			27.47%
Petitioned to Court			<u>26</u>
Praecipes Issued			<u>20</u>
Evictions			<u>8</u>
Pending Evictions			<u>1</u>



Nebyu Tilahun
Director of Finance

Kansas City, Kansas Housing Authority	
Payments Over \$1,000.00	
For The Month of FEBRUARY '23	
CONTRACTS	
MAINTENANCE COSTS	
American Textile Mills Inc.	\$1,353.19
Arrow Cold Control	\$1,012.15
Arturo Garza	\$1,500.00
Buck Roofing & Construction, LLC	\$5,600.00
Carpet Corner Inc.	\$11,561.41
CEI Electrical & Mechanical	\$3,695.00
Charter Communications	\$2,475.01
CINTAS CORPORATION No. 2	\$1,274.57
CINTAS FIRE	\$5,799.99
COOL HEAT KC, LLC	\$5,959.60
DAVID ALLEN HENDERSON DBA	\$2,590.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
DAVID ALLEN HENDERSON DBA	\$1,295.00
Design Mechanical, Inc.	\$3,411.00
DORMAKABA USA INC	\$1,956.84
DOUG'S AUTO REPAIR	\$1,216.15
F & C REMODELING & CLEANING SERVICE	\$3,075.00
Ferguson Enterprises, LLC.	\$5,779.46
Ferguson Enterprises, LLC.	\$3,780.36
GE APPLIANCES,A HAIER COMPANY	\$3,280.00
GE APPLIANCES,A HAIER COMPANY	\$2,859.00
Gold Star Flooring & More, Inc	\$3,697.00
Grainger	\$2,075.32
Grainger	\$1,286.19
H.D. Supply	\$6,656.99
H.D. Supply	\$4,291.76
Home Depot Pro-SupplyWorks	\$7,529.26
James Hanson dba Jim's Services	\$5,720.00
James Hanson dba Jim's Services	\$2,701.00
James Hanson dba Jim's Services	\$2,250.00
KELLER CRAIG & ASSOCIATES LLC	\$3,000.00
KEMPKE CONTRACTORS, LLC	\$12,660.00

[illegible]

	MISCELLANEOUS	
	AT&T	\$11,365.53
	Evans & Mullinix, P.A.	\$5,057.50
	HARRG INC	\$49,344.00
	Housing Insurance Serv. Inc.	\$104,629.00
	Housing Insurance Serv. Inc.	\$1,247.00
	Johnson Controls Inc.	\$85,290.07
	Johnson Controls Inc.	\$23,168.34
	MASTERCARD	\$5,142.27
	PayLease, LLC	\$3,407.02
	U.S BANK EQUIPMENT FINANCE	\$1,496.48
	Verizon Wireless	\$2,301.50
	Waste Management	\$6,451.64
	WEX BANK DBA WRIGHT EXPRESS FSC	\$4,074.10
	WILLIAM W. HUTTON ATTORNEY AT LAW	\$2,275.00
	MODERNIZATION	
	Sherwin-Williams Co (Plaza Tower supplies - Cove base and adhesive)	\$1,083.04
	Stanion Wholesale Elec. Co. (Plaza Tower supplies - Light Fixtures)	\$7,372.75
	PAYROLL COSTS	
	Blue Cross Blue Shield Of KC	\$98,979.04
	Delta Dental	\$4,546.40
	Kansas Payment Center	\$1,130.42
	Kansas Payment Center	\$1,130.42
	Kansas Public Employ Ret Syst	\$35,754.56
	Kansas Public Employ Ret Syst	\$33,957.00
	Nationwide Retirement Solution	\$1,972.00
	Nationwide Retirement Solution	\$1,952.00

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Kansas City, Kansas Housing Authority
Operating Income and Expenditure
For the Period Ended January 31, 2023

	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
OPERATING INCOME:														
Dwelling Rent				\$4,185,518.62	85%	\$4,906,135.00						\$4,185,518.62	85%	\$4,906,135.00
Fraud Recovery Income												\$52,655.77		
Tenant Income	\$1,209.23	636%	\$190.00	\$2,376.72	290%	\$820.00	\$52,655.77					\$52,655.77	355%	\$1,010.00
Transfer from CFP	\$894.66			\$264,337.47	101%	\$260,674.00						\$264,337.47	101%	\$260,674.00
Other Income	\$632,890.77	87%	\$724,169.00	\$77.74	0%	\$1,097,012.00						\$972.40		\$1,097,012.00
Fee for Services - COCC	\$1,434,035.83	91%	\$1,580,215.00	\$123,528.73	291%	\$42,408.00	\$6,502.55					\$762,922.05	100%	\$766,577.00
Grant Income												\$1,434,035.83	91%	\$1,580,215.00
Management Fees	\$1,550,764.99	88%	\$1,771,135.00									\$79,170.37		
Total Operating Income	\$3,619,795.43	89%	\$4,075,709.00	\$4,575,839.28	73%	\$6,307,049.00	\$59,158.32					\$1,550,764.99	88%	\$1,771,135.00
Operating Subsidy				\$8,942,618.00	97%	\$9,199,789.00						\$8,942,618.00	97%	\$9,199,789.00
Section 8 Admin Fees							\$773,456.00	90%	\$856,733.00			\$773,456.00	90%	\$856,733.00
Total Operating Receipts	\$3,619,795.43	89%	\$4,075,709.00	\$13,518,457.28	87%	\$15,506,838.00	\$833,614.32	97%	\$856,733.00	\$54,447.70	\$24,722.68	\$18,050,037.45	88%	\$20,439,280.00
OPERATING EXPENSES:														
Administrative Salaries	\$838,499.13	82%	\$1,046,338.00	\$949,285.66	74%	\$1,283,465.00	\$238,677.64	58%	\$411,663.00	\$33,698.94	\$17,690.70	\$2,097,832.07	77%	\$2,741,966.00
Management Fees				\$1,319,319.49	83%	\$1,597,338.00	\$231,445.50	78%	\$296,750.00			\$1,550,764.99	82%	\$1,894,088.00
Other Admin Expenses	\$227,050.72	99%	\$228,199.00	\$214,132.62	51%	\$422,035.00	\$49,003.64	71%	\$68,550.00			\$490,186.98	68%	\$718,804.00
Tenant Services														
Tenant Services Salaries				\$48,253.08								\$48,253.08		
Resident Assoc Expenses				\$4,351.86	17%	\$25,233.00						\$4,351.86	17%	\$25,233.00
Other Expenses				\$4,086.90	24%	\$16,830.00						\$4,086.90	24%	\$16,830.00
CO														
Total Utilities	\$37,955.57	73%	\$50,728.00	\$2,492,796.08	86%	\$2,900,853.00						\$2,530,751.65	86%	\$2,951,581.00
Maintenance Salaries	\$932,837.24	70%	\$1,332,240.00	\$1,310,688.09	76%	\$1,721,375.00						\$2,243,545.33	73%	\$3,053,615.00
Maint Materials	\$357,618.01	392%	\$91,188.00	\$495,547.56	57%	\$875,543.00	\$2,542.14	22%	\$11,691.00			\$855,707.71	87%	\$978,422.00
Fee for Services - COCC				\$1,434,035.83	91%	\$1,580,215.00						\$1,434,035.83	91%	\$1,580,215.00
Other Maint Contracts	\$85,747.38	57%	\$150,018.00	\$1,432,360.13	87%	\$1,638,934.00	\$47,998.55	139%	\$54,430.00			\$1,566,106.06	86%	\$1,823,382.00
Other Security Expense	\$67,083.00	2683%	\$2,500.00	\$75,244.65	36%	\$208,748.00						\$142,327.65	67%	\$211,248.00
Insurance	\$103,863.96	97%	\$106,995.00	\$480,732.84	79%	\$606,156.00	\$32,137.67	120%	\$26,753.00			\$616,734.47	83%	\$739,904.00
Terminal Leave Payments														
Employee Benefit Contributions	\$574,719.55	66%	\$877,153.00	\$852,449.95	72%	\$1,184,811.00	\$82,385.01	54%	\$151,775.00	\$23,626.48	\$7,031.98	\$1,540,212.97	70%	\$2,213,721.00
Collection Losses				\$162,870.86	81%	\$201,556.00						\$162,870.86	81%	\$201,556.00
Interest Expense				\$423,983.68	75%	\$566,464.00						\$423,983.68	75%	\$566,464.00
Other General Expense	\$6,553.20			\$27,458.46	1228%	\$224.00	\$21,217.38	193%	\$11,001.00			\$55,229.04	492%	\$11,225.00
Total Routine Expenses	\$3,251,947.76	84%	\$3,885,841.00	\$11,727,597.74	79%	\$14,829,800.00	\$705,407.53	70%	\$1,012,613.00	\$57,325.42	\$24,722.68	\$15,767,001.15	80%	\$19,728,254.00
COVID														
Casualty Losses - Net	(\$73,545.34)			(\$788.00)								(\$74,333.34)		
Total Operating Expenses	\$3,178,402.42	82%	\$3,885,841.00	\$11,726,809.74	79%	\$14,829,800.00	\$705,407.53	70%	\$1,012,613.00	\$57,325.42	\$24,722.68	\$15,692,667.79	80%	\$19,728,254.00
Prior Year Adjustments														
Total Operating Expenditures	\$3,178,402.42	82%	\$3,885,841.00	\$11,726,809.74	79%	\$14,829,800.00	\$705,407.53	70%	\$1,012,613.00	\$57,325.42	\$24,722.68	\$15,692,667.79		\$19,728,254.00
Gain/(Loss) from Operations	\$441,393.06		\$189,868.00	\$1,791,647.54		\$677,038.00	\$127,206.79		(\$155,880.00)	(\$2,877.72)		\$2,357,369.66		\$711,026.00

*** January is the 10th month of the Fiscal Year Ending March 31st
 *** Percentage 85% or 1012th of the year

Nebyu Tilahun, Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY
MAINTENANCE REPORT
FOR THE MONTH OF February 2023**

CUSTOMER SERVICE & SATISFACTION SURVEY - February 2023

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
02/01/23	144	15	159	3	3	0	12
02/02/23	146	15	161	4	4	0	11
02/03/23	162	20	182	5	5	0	15
02/06/23	136	13	149	3	3	0	10
02/07/23	132	14	146	3	3	0	11
02/08/23	76	8	84	1	1	0	7
02/09/23	77	13	90	3	3	0	10
02/10/23	50	12	62	2	2	0	10
02/13/23	108	16	124	4	4	0	12
02/14/23	175	21	196	8	8	0	13
02/15/23	153	18	171	9	9	0	9
02/16/23	88	16	104	6	6	0	10
02/17/23	137	15	152	7	7	0	8
02/21/23	168	23	191	5	5	0	18
02/22/23	157	15	172	4	4	0	11
02/23/23	175	23	198	6	6	0	17
02/27/23	64	15	79	5	5	0	10
	2,148	272	2,420	78	78	0	194

(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 45% of the service work orders completed
- (b) No Response 55% 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.

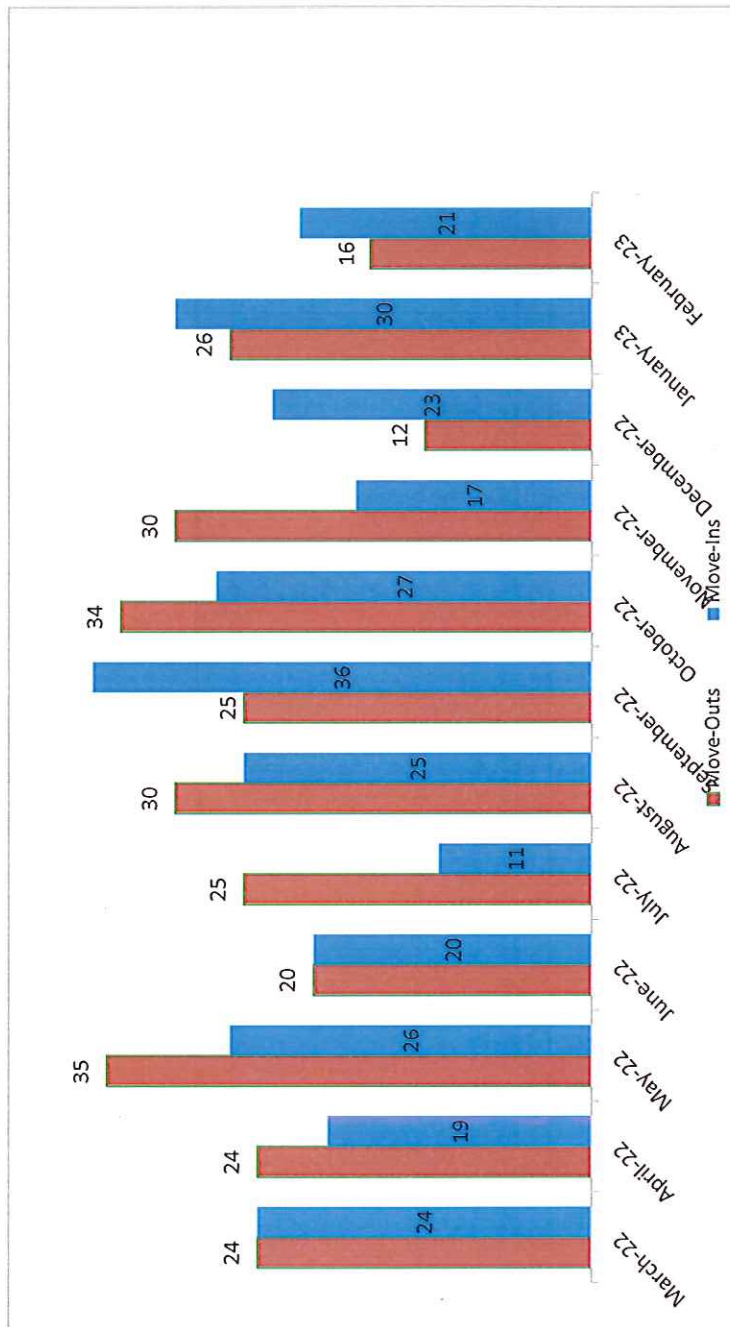
**Kansas City, Kansas Housing Authority
February 2023 (Rentable Units) Occupancy Report**

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	69	-	12	184	100%	100%
K1-2 D(1) ST. MARGARETS PARK	100	98	1	1	-	99%	99%
K1-3 D(1) CYRUS K. HOLIDAY	60	51	-	1	8	100%	100%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	270	10	7	15	97%	95%
K1-5*M(2) D(1) BELROSE MANOR	90	81	6	1	2	93%	97%
K1-6 Elderly DOUGLAS HEIGHTS	101	98	3	-	-	97%	96%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	90	4	3	2	96%	96%
K1-7 D(1) SCATTERED SITES	24	24	-	-	-	100%	100%
K1-9 D(1) SCATTERED SITES	30	28	2			93%	97%
K1-10 *M(2) SCATTERED SITES	42	35	5		2	88%	93%
K1-11 M(1) D(1) GRANDVIEW PARK	40	35	-	1	4	100%	100%
K1-12 D(2) CHALET MANOR	66	48	-	2	16	100%	100%
K1-13 WELBORN VILLA	80	75	5	-	-	94%	95%
K1-14 BETHANY PARK TOWERS	153	146	7	-	-	95%	95%
K1-15 *M(6) SCATTERED SITES	20	14	-	-	6	100%	100%
K1-17*M(1) GLANVILLE TOWERS	108	100	4		4	96%	96%
K1-18 ROSEDALE TOWERS	122	109	-	-	13	100%	100%
K1-20 D(1) WESTGATE TOWERS	163	154	6	1	2	96%	96%
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	37	1		-	97%	97%
K1-24 M(18) PLAZA TOWERS	115	83	2		30	98%	98%
K1-25 D(1) SCATTERED SITES	12	11	1	-	-	92%	100%

**Kansas City, Kansas Housing Authority
February 2023 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	70	-	12	184	100%	33%
K1-2 D(1) ST. MARGARETS PARK	100	98	1	1		99%	99%
K1-3 D(1) CYRUS K. HOLIDAY	60	51	8	1	-	87%	87%
K1-4*M(1) D(8) WYANDOTTE TOWERS	302	271	25	6	-	92%	89%
K1-5*M(2) D(1) BELROSE MANOR	90	81	6	1	2	93%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	98	3	-	-	97%	96%
K1-6 D(3) Family DOUGLAS HEIGHTS	99	90	6	3		94%	91%
K1-7 D(1) SCATTERED SITES	24	22	-	2		100%	100%
K1-9 D(1) SCATTERED SITES	30	28	2			93%	93%
K1-10 *M(2) SCATTERED SITES	42	34	6		2	86%	88%
K1-11 M(1) D(1) GRANDVIEW PARK	40	35	4	1	-	90%	90%
K1-12 D(2) CHALET MANOR	66	44	16	2	4	76%	74%
K1-13 WELBORN VILLA	80	75	5	-		94%	95%
K1-14 BETHANY PARK TOWERS	153	146	7	-		95%	95%
K1-15 *M(6) SCATTERED SITES	20	14	-	-	6	100%	100%
K1-17*M(1) GLANVILLE TOWERS	108	100	8		-	93%	96%
K1-18 ROSEDALE TOWERS	122	109	13	-		89%	91%
K1-20 D(1) WESTGATE TOWERS	163	156	6	1		96%	96%
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	37	1			97%	97%
K1-24 M(18) PLAZA TOWERS	115	83	2		30	98%	98%
K1-25 D(1) SCATTERED SITES	12	10	1	1		92%	92%

Kansas City, Kansas Housing Authority
The Last 12 Months



MODERNIZATION AND DEVELOPMENT REPORT **March, 2023**

CAPITAL FUND PROGRAM 2017

The funding amount for this program is \$3,024,938.00. The public hearing and final budget were presented to the residents on December 7th, 2016. The Capital Fund Program 2017 was approved at the December 15th, 2016, Board meeting. Approval of the 2017 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. Architect and engineering firms have been selected to complete work under this program.

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

CAPITAL FUND PROGRAM 2018

The funding amount for this program is \$4,718,488.00. 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, 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 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, K1-54 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. Received all reports have one site that needs to be cleaned and retested. Currently bidding the remediation of this one site.

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 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, and K1-52 and K1-53 Foundation Repair and Stabilization.

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. The disposition application was approved by HUD. Meetings with Juniper Gardens residents was held on February 24th and 27th, 2023. Residents will be contacted to start the relocation process by the Housing Authority and CVR.

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 \$250,802.88. Pre-construction meeting was held on March 10, 2022. Notice to Proceed was issued May 27, 2022. This project is substantially complete. Punchlist items and final paperwork is pending.

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.

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 is nearly complete. A punch list inspection of the 3rd floor was completed. Contractor is working on punch list items to complete the 3rd Floor. 2nd floor demo, framing, rough-in electrical and plumbing, fire sprinkler installation drywall installation and painting is complete. 2nd floor - cabinet installation, finish plumbing, finish electrical, finish carpentry, entry and interior door installation, and floor installation is underway. 1st Floor work has begun.

K1-54 SCATTERED SITES 15 INTERIOR MODERNIZATION PHASE 3 (4529, 4545, 4551, AND 4555 OAK AVENUE, AND 4515 AND 4543 PARKVIEW AVENUE)

A bid was received on December 20th, 2022, for the final phase of interior modernization for the last 6 houses at this development. The Board authorized the award of a contract at the January 19th 2023 meeting, to Taylor Made Exteriors LLC, in the amount of \$470,448.97. A pre-construction meeting was held on February 9th project. A Notice to Proceed was issued on March 22nd, 2023. Work has begun.

K1-56 GLANVILLE TOWER ELEVATOR MODERNIZATION

A bid was received on December 20th, 2022, for this project. The Board authorized the award of a contract at the January 19th 2023 meeting, to MEI Total Elevator Solutions, in the amount of \$834,481.00. A pre-construction meeting was held on February 9th project. Equipment has been ordered and is expected in June of 2023. A Notice to Proceed will be issued when the equipment is expected to arrive.

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 8th, 2021. The Capital Fund Program 2022 was approved at the December 16th, 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 8th, 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 began on November 9th, 2022. This project is nearing completion.

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 15th, 2022 meeting, to AAIM Services Inc, in the amount of \$451,000.00. A pre-construction meeting was held on September 30th, 2022. Notice to Proceed was issued on January 3, 2023. Work has begun and is progressing well, a total of 37 furnaces and air conditioners have been installed.

CAPITAL FUND PROGRAM 2023

The funding amount for this program is \$6,890,000.00. The public hearing and final budget were presented to the residents on December 7th, 2022. The Capital Fund Program 2023 was approved at the January 19th, 2023, Board meeting. Staff is in the process of submitting the necessary paperwork to HUD.

RESIDENT INITIATIVE REPORT

MARCH 2023

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

On February 9, 2023, the Public Housing Resident Council met. Chenaye Sutton with the FSS Program presented the FSS Program to the resident leaders. The FSS Program plans to kick off in public housing in April of 2023.

On February 13, 2023 the residents of Wyandotte Towers met with Chairman Watkins, Commissioner McConnell, and me. The concerns of the resident were security. The Chairman advised the residents that he would take their concerns under advisement.

On February 28, 2023 I met with Commissioner Roderick McConnell. This meeting was to listen to his concerns regarding the screening of incoming residents. Commissioner McConnell was shown where to find this information on the Kansas City, Kansas Housing Authority's web site. Commissioner McConnell asked me to get a meeting together with the resident leaders. I told him that I would assist him with getting a meeting together.

There are a total of 23 residents currently enrolled in the ROSS program.

This is my last official Resident Initiative Report. I am retiring April 1, 2023. My career in public housing has spanned over 30 years beginning at the Housing Authority of Kansas City, Johnson County Housing Services and the Kansas City, Kansas Housing Authority. My career began after receiving my Bachelor of Science degree in social work from Pittsburg State University. I went on to receive a Master of Science degree from Baker University. For nearly 40 years, I have been engaged in social work. Thank you for the opportunity to serve the citizens of Kansas City, Kansas in my capacity here at this agency. I am looking forward to retirement and enjoying the next phase of life.

Section 8 Housing Choice Voucher Program Monthly Management Report

February 2023

HOUSING CHOICE VOUCHER (HCV)																			ATTRITION RATE				
Section 8	Funds Available Through the End of the Calendar Year	Projected Monthly Funds Available	Average Tenant Payment	Average HAP Payment Per Voucher	Total HAP Payment (includes Actual & Anticipated)	HAP Over/Under Authorized	Current Vouchers in Lease	Total Vouchers available/month	YTD vouchers leased	Target Number Of Vouchers	Number Vouchers Over/Under Authorized	YTD Number Vouchers Over/Under Authorized	Newly Leased This Month	Unit to Unit Moves or Owner Changes	Current Vouchers Looking	Vouchers Utilization	YTD Utilization		Monthly Attrition	Percent of Total Vouchers Leased	Average YTD Attrition	Attrition Rate	
																	Funding	Vouchers					
January	\$886,279	\$886,279	\$ 275	\$ 727	\$ 861,872	\$ (24,407)	1,151	1,655	22,905	1,655	(504)	(504)	12	12	167	69.5%	102.7%	69.5%	102.7%	21	1.8%	21	1.8%
February	\$886,279	\$886,279	\$ 271	\$ 733	\$ 863,608	\$ (22,671)	1,146	1,655	22,884	1,655	(509)	(509)	9	9	190	69.2%	102.9%	69.2%	102.9%	16	1.4%	37	3.2%

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.

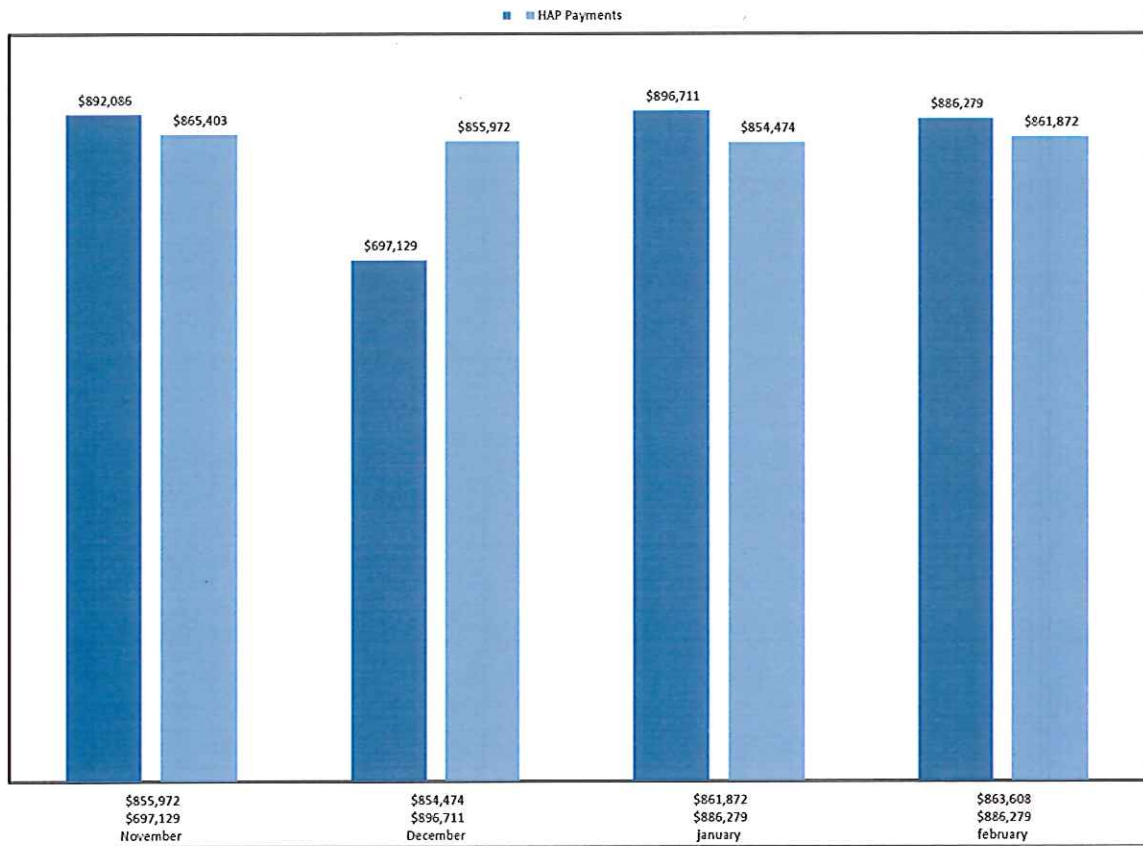
Current Vouchers Looking: This is the current numbers of vouchers that have been issued and the voucher holder is searching for a unit. =190

Homeownership: Current number of homeownership vouchers =5

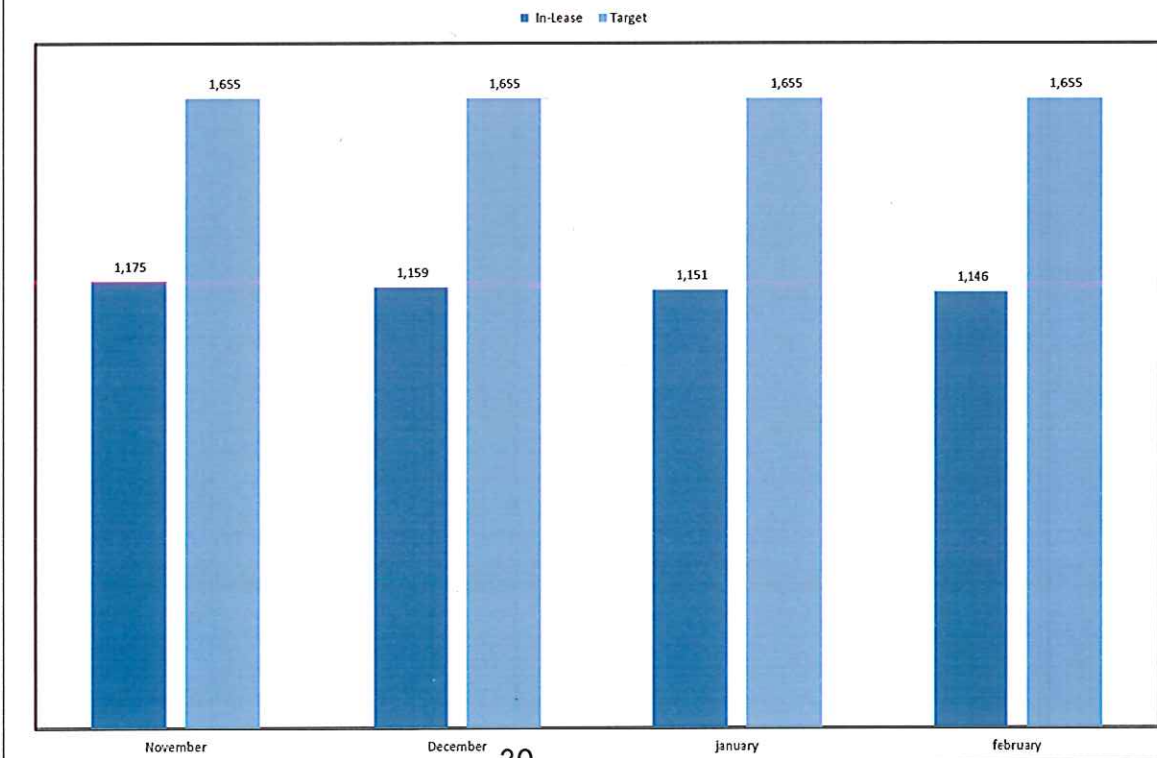
Family Self Sufficiency Participants (FSS): Current number of participants involved in the Section 8 Family Self Sufficiency Program . =34 enrolled

February 2023

Section 8 Monthly Housing Assistance Payments

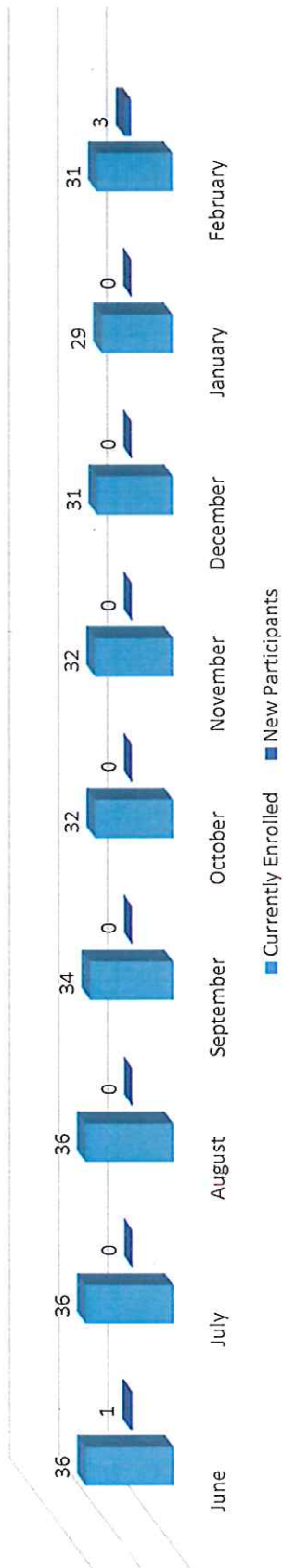


Section 8 Vouchers In-Lease and Target Leasing Rate

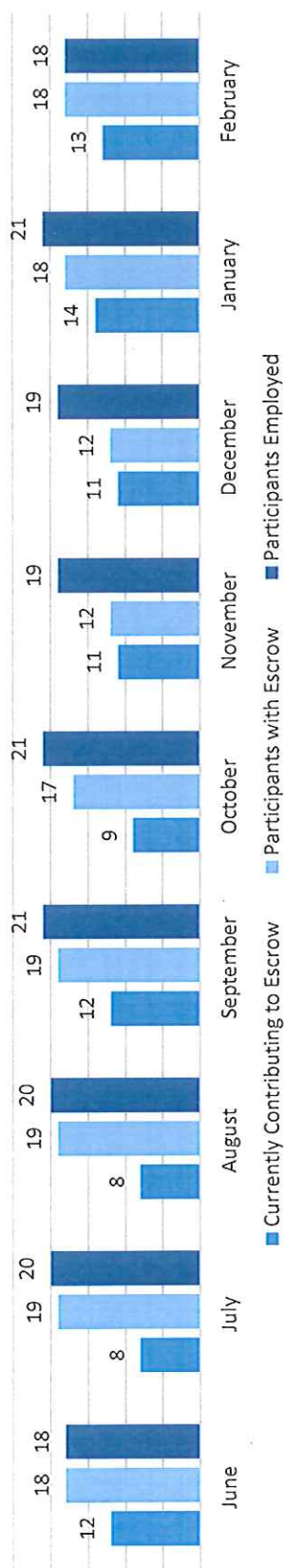


[illegible]

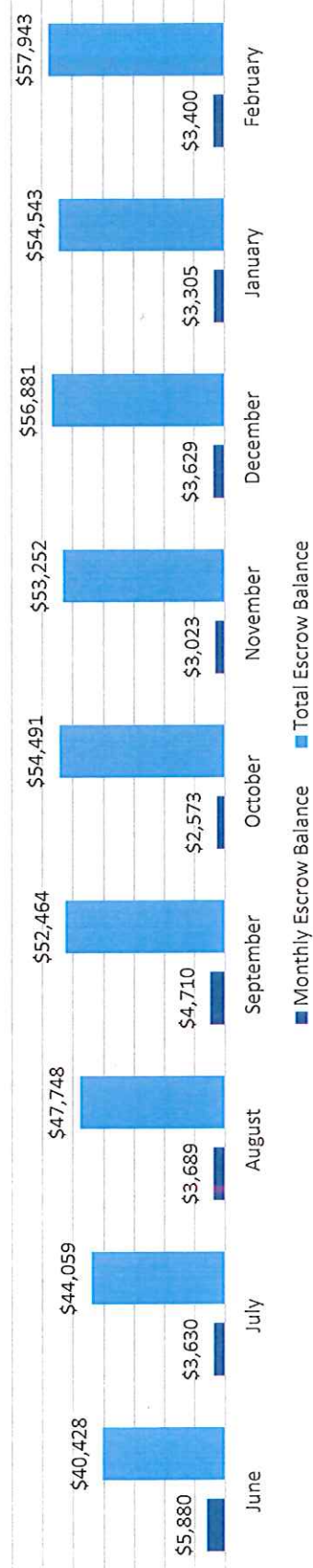
PARTICIPANTS ENROLLED



EMPLOYMENT AND ESCROW



ESCROW BALANCE



GREAT THINGS ARE HAPPENING IN FAMILY SELF-SUFFICIENCY

FSS S.W.A.P. Nights Are in Full Swing

The first monthly SWAP meeting was held February 23.



Guest speaker from Academy Bank spoke on their Credit Builder and Savings Program.



Participants watched a Netflix documentary called, 'Get Smart With Money,' by Tiffany 'Budgetnista' Aliche, and enjoyed pizza and popcorn.



KCKHA Housing 101 Lunch & Learn

KCKHA hosted the second annual Housing 101 event on Valentine's Day, February 14. 

The goal of the event was to strengthen community collaboration and share what was happening at KCKHA in 2023.

Each Department Head shared details on their program process and the paperwork required for the application process.



Approximately 20 different agency representatives from our community attended the Lunch and Learn.



Attendees were able to ask questions and a survey was provided with many requesting more informational sessions.



RESOLUTION NO. 2023-12

COLLECTION LOSS WRITE-OFFS

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

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

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the total amount of \$111,853.13 be written off as collection loss, as summarized by project on the attached schedule. The Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution 2023-12.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
March 16, 2023

New Business Consent Item: Authorizing Collection Loss – Write-Offs

Resolution No. 2023-12

Background:

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

Current Issue:

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

Board Action:

Approve Resolution No. 2023-12, if appropriate.

KCKHA
AR Collection Loss- Write-Off
As of March 01,2023

Project	Rent	Retro	Charges	Total Balance
AMP051 - Juniper Gardens	3,945.00	422.00	9,501.37	13,868.37
AMP055 - Wyandotte Towers	14,737.74	499.57	6,233.90	21,471.21
AMP058 - Bonner Springs	177.00	-	1,971.36	2,148.36
Belrose Manor	-	-	384.89	384.89
Bethany Towers	1,198.46	-	1,844.18	3,042.64
Chalet Manor	4,700.50	548.00	6,797.82	12,046.32
Cyrus K Holliday	315.50	-	6,259.33	6,574.83
Douglas Heights (E)	917.50	-	2,470.55	3,388.05
Douglas Heights (F)	269.00	1,235.00	1,790.72	3,294.72
Glanville Towers	1,681.94	-	1,303.20	2,985.14
Grandview Park	29.00	-	49.95	78.95
Plaza Towers	5,931.38	-	403.98	6,335.36
Rosedale Towers	3,042.55	-	1,209.38	4,251.93
Scattered Sites-007	543.00	-	4,022.49	4,565.49
Scattered Sites-010	140.00	-	1,029.89	1,169.89
Scattered Sites-021	726.00	-	1,792.45	2,518.45
Scattered Sites-025	6,189.50	-	4,946.94	11,136.44
St Margaret's Park	3,724.19	-	2,396.38	6,120.57
Westgate Towers	2,088.08	-	4,385.44	6,473.52
Grand Total	50,356.34	2,704.57	58,794.22	111,855.13

AMP	Sum of Dwell Rent	Sum of Retro Rent	Sum of Addl Charges	Sum of Net Balance
51	3,945.00	422.00	9,501.37	13,868.37
52	3,753.19	-	2,831.22	6,584.41
53	5,284.00	1,783.00	14,340.83	21,407.83
54	7,598.50	-	11,791.77	19,390.27
55	14,394.74	-	6,233.90	20,628.64
56	6,610.96	-	6,827.31	13,438.27
57	8,019.46	-	4,789.42	12,808.88
58	750.49	499.57	2,478.40	3,728.46
Grand Total	50,356.34	2,704.57	58,794.22	111,855.13

Resolution No. 2023-13

PHA Board Resolution Approving the Hiring of an External Auditor

BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Kansas City, Kansas approves the hiring of an external auditor as presented to the Board of Commissioners.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2023-13.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
March 16, 2023

New Business Consent Item: PHA Board Resolution Approving the Hiring of External Auditor

Resolution No. 2023-13

Background:

This resolution is to get board approval to hire an external auditor to audit KCKHA's operation. Citrin Cooperman & Company, LLP has been our auditor since 2019. It is the intention of the Housing Authority to change the external auditor every 4 years.

Current Issue:

The Kansas City, Kansas Housing Authority (KCKHA) fiscal year is from April 1st to March 31st. Citrin Cooperman & Company, LLP audited the financial records for the period ended March 31st, 2022 and issued the report on December 31st, 2022. Citrin Cooperman & Company, LLP will not be available to audit our books going forward.

HUD's Uniform Financial Reports Standard (UFRS) rule (24 CFR Part 5, Subpart H) requires all public housing agencies (PHAs) to submit year-end financial data electronically to HUD that are prepared in accordance with Generally Accepted Accounting Principles (GAAP).

Every year, we are required to audit of our books, records and financial procedures and operations by an independent auditor. The audit reports need to be submitted to HUD on or before December 31st.

The audit reports include financial and compliance audits in accordance with Government Auditing Standards and Single Audit Act Amendment of 1996 Title 2 U.S. CFR Part 200 (Uniform Guidance).

The auditor is required to present the audit report to the board before the issuance of the final report.

Staff following our procurement policy has prepared a Request for Proposal (RFP) for Audit Services. This RFP will be advertised and sent to prospective auditors, to be used to procure a new auditor firm for the agency. Staff is requesting approval to proceed with this Request for Proposal to procure an auditor for the agency.

Board Action:

Approve Resolution No. 2023-13, if Appropriate.

RESOLUTION No. 2023-14

PHA Board Resolution Approving the Annual Operating Budget

BE IT RESOLVED; that the Board of Commissioners of the Housing Authority of Kansas City, Kansas approves the fiscal year 2024 Operating Budget as presented to the Board of Commissioners.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas does hereby approve Resolution No. 2023-14.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO

Kansas City, Kansas Housing Authority
Board of Commissioner's Meeting
March 16, 2023

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

Resolution No. 2023-14

Background:

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provided summary of the proposed/budget revenues and expenditures, approval of budgeted revenues and expenditures, and justification of certain specified amounts. HUD requires PHAs to submit the PHA Board Resolution Approving Operating Budget - HUD form 52574 as certification. The 2024 fiscal year budget is prepared for COCC, HCV and Public Housing Program.

Current Issue:

The Kansas City, Kansas Housing Authority (KCKHA) Finance Department prepares the Annual Operating Budget. The budget is prepared based on past revenue and expenditure trends. The draft budget was presented to the Finance Committee to review and make recommendations. After it is reviewed by the Finance Committee, staff prepares the final Operating Budget for the Board of Commissioners. Fiscal year 2023 budget was prepared based on 92% of proration level estimate. The final subsidy funding was at 105% proration.

HUD preliminarily funds PHAs based on interim estimate levels. From January to March 2023, we received the subsidy grant based on 95% proration rate. The fiscal year 2024 Operating budget was prepared using a 92% proration level estimate for public housing program and 90% for HCV program.

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

Board Action:

Approve Resolution No.2023-14, if Appropriate.

Resolution No. 2023-15

**RECOGNIZING LADORA LATTIMORE FOR HER VALUABLE SERVICE
TO THE HOUSING AUTHORITY OF THE CITY OF KANSAS CITY, KANSAS**

WHEREAS LaDora Lattimore was appointed by the Unified Government Board of Commissioners and last sworn in on March 17, 2022 to serve as Commissioner for the Housing Authority of the City of Kansas City, Kansas; and

WHEREAS she served faithfully during her tenure on the Board; and

WHEREAS she has resigned her position to pursue other interests; and

WHEREAS the Housing Authority Board would like to recognize LaDora Lattimore for her commitment, dedication, service, and good counsel.

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

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners does hereby approve Resolution No. 2023-15.

X

Matthew T. Watkins
Chairman

X

Andrea Tapia
Executive Director/CEO