



Agenda

Housing Authority of the City of Kansas City, Kansas

Regular Meeting

Thursday, April 18, 2024
12 noon

Boardroom
1124 N. 9th Street

- I. Roll Call
- II. Election
- III. Approval of the Minutes
Regular Board Meeting March 21, 2024
(Pages 1—14)
- IV. Executive Director's Report
(Pages 15—43)
- 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. 2024-14 Certifications of Compliance with PHA Plan and Related Regulations
(Pages 44—46)
 - Resolution No. 2024-15 Authority to Accept the Bid and Authorize a Contract to Replace Exteriors of Four Buildings and Decking at Two Buildings at Chalet Manor by Tailormade Exteriors
(Pages 47—50)
 - Resolution No. 2024-16 Authority to Reject the Bid to Modernize three Floors at Rosedale Towers by Tailormade Exteriors
(Pages 51—54)
 - Resolution No. 2024-17 Accept the Change Order for Additional Concrete Work on the Current Parking Lot Improvement Projects at Wyandotte Towers, Plaza Towers and Belrose Manor with Asphaltic

Surfaces, LLC
(Page 55—56)

VIII. New Discussion Consent Item: To be handed out.

Resolution No. 2024-18 Parking Lot Phase II

IX. Executive Session

X. Adjournment

Lunch will be served at 12 noon for Board members.

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

Thursday, March 21, 2024
12 noon

Boardroom
1124 N. 9th Street

On the 21st day of March 2024 at 12 noon the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in special session. The meeting was called to order by Chairman Watkins, and upon roll call, the following members of the body were present:

Matthew T. Watkins, Chairman
Jacques Barber, Commissioner
Dr. Nozella Brown, Commissioner
Raul Escarcega, Commissioner
Dr. Carla Whiteside-Hicks, Commissioner
Paul Jones, Commissioner
Pastor Roderick McConnell, Commissioner
P. Anne McDonald, Commissioner
Dr. Chiquita Miller, Commissioner
J.D. Rios, Commissioner
Chandra Ward, Commissioner
Linda Warner, Commissioner

ABSENT: None

ALSO, PRESENT: Andrea Tapia, Executive Director/CEO
Worku Alem, Director of Finance
Anwar Crockett, Asst. Director of Housing Operations
Stephanie Drake, Human Resources Officer
Cherrie Escobar Sutton, Director of Section 8
Jen Garrison, IT Administrator
Alexander Kump, Director of Public Safety
Susan Martin, Modernization/504 Coordinator
Solomon Mekonnen, Asst. Director of Finance
Robert Purduski, Asst. Director of Housing Operations
Jacqueline D. Randle, Executive Services Manager
Elaine Stroud, Director of Housing Operations
Chenaye Sutton, Family Self-Sufficiency Coordinator
John Jefferson, Crew Leader
Alvin White, General Foreman
Kris Warren, HUD
Dennis Morgan, HUD
Linda Barber, spouse of Commissioner J. Barber

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

Chairman Watkins introduced and thanked the Honorable Judge Tony Martinez for being present. Judge Martinez then administered the Oath of Office to Dr. Nozella Brown and Dr. Chiquita Miller.

Commissioner Brown introduced herself as Nozella Bailey Brown, an original Dotte, noting her father pastored here for over 40 years. She grew up in Wyandotte County and began working in nutrition taking the information into the housing sites. Dr. Brown did her dissertation with the families at Juniper Gardens and as a result was able to change the curriculum for the state. She retired about three years ago as Director with Kansas State Extension. She continues to work in the community and has a heart for the people. She thanked the Board for having her.

Commissioner Miller introduced herself as a transplant who came to Kansas in 1994 as a military service woman at Ft. Riley. She is an army veteran that connected with Kansas State University and received a few degrees there. From there she moved to Kansas City and has been with Kansas State Extension for 24 years. She mentioned Mary Fisher (former Property Manager of KCKHA) as being on the extension board which hired her. From day one, she has worked with the Kansas City, Kansas Housing Authority. She is passionate about our un-housed community. She got to know Tom Stibal and Ron Cobb (former Executive Director and Director of Housing Management, respectively of KCKHA). Dr. Miller said Dr. Nozella Brown did the nutrition, and she did the clean and clutter-free living for Kansas State Extension. She continues to work with KCKHA and has a program next week. Housing is something she believes in and is here to help in any way she can.

Chairman Watkins thanked them both for the wealth of knowledge they bring to the KCKHA Board of Commissioners and welcomed them.

Chairman Watkins called for approval of the minutes for February 22, 2024. Commissioner Rios made the motion to approve the minutes. Commissioner Warner seconded the motion, and the following vote was recorded:

AYES: Barber, Escarcega, Whiteside-Hicks, Jones, McDonald, McConnell, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT:

ABSTAIN: Brown, Miller

Motion carried.

Executive Director's Report

- Ms. Tapia welcomed Dr. Miller and Dr. Brown to the KCKHA Board of Commissioners and is looking forward to collaborating with them and learning from them. Ms. Tapia introduced Mr. Kump to discuss Omingo, a new safety protocol he will be using for the KCKHA. Mr. Kump supplied a handout for the Board to review. He said Omingo is a reporting system which captures information on crime statistics. He then supplied a sample case report using PowerPoint and went over the details listed in report. Commissioner McConnell asked about the number of employees Mr. Kump has. Mr. Kump said he was the only employee, but one new employee will start on Wednesday. He has been approved by the Board for five employees.
- Ms. Tapia said we have discussed the need for an Information Technology (IT) Department. Ms. Garrison said there are projects going on at each of the tower locations. Before she came, the network was not as secure as it could be, and there were cables on the floor, and no one knew where all the cables went. Ms. Garrison showed before and after pictures of the work being done to identify the cables. They know where things are now, and they are labelled. Ms. Garrison showed pictures of our camera system at one of the Towers and said we now know where the cables belong, and they can be tracked. This gives IT a very good idea of where to start when there are problems. This work will take place at all the locations. Chairman Watkins thanked Ms. Garrison for her work on cyber security. Ms. Tapia said this has been a challenging task for IT. The previous vendor was a third-party which we contracted with, and it was difficult because they are not here doing the work. Our IT is here, they understand the software and the equipment. Getting the cords off the ground helps with safety. Ms. Tapia said they are doing a wonderful job getting everything organized.
- Ms. Tapia said Human Resources (HR) facilitated a Pre-Super Bowl celebration. She noted there was supposed to be a holiday party in December, but less than half of staff did not get COVID. The Pre-Super Bowl event gave us an opportunity to recognize staff for what they do and celebrate individuals who have been here 20+ years. This gave us a chance for all 133 employees to gather at one time and enjoy a day free of getting things done. Staff was allowed to go home at 3pm. Ms. Tapia said HR has provided training on safe work environments. Ms. Drake said this training has primarily taken place with Maintenance staff. The focus has been on making sure injuries are reported on time, no matter how small the injuries

might be. The Maintenance Department has viewed training on Housing Television Network (HTVN), a lot of which has been on Best Practices. Crew Leaders have been asked to write down the topics of discussion, during their morning meetings, so she can keep records of what has been discussed. Ms. Drake said we are emphasizing a safety work culture.

- Ms. Tapia said the Section 8 Management Assessment Program (SEMAP) is due annually. They want to make sure the Housing Quality Standards (HQS) is occurring timely, and deficiencies are being addressed. It includes the annual recertifications and looks to see that rents are reasonable. It tracks the payment standards. Ms. Tapia said there are 14 key indicators in the SEMAP, and it is Ms. Escobar Sutton's job to gather this information. Last year, the Section 8 program was a high performer. Ms. Escobar Sutton said they are currently conducting a self-audit and with the changes coming with HOTMA, it is a lot of work. She said there will be a lot of policy changes and she recently attended training and just got back last night. She will provide a summary next month to the Board.
- Housing Operations is implementing a new NSPIRE protocol for its inspections which was formally Real Estate Assessment Center (REAC). One hundred units were inspected by HUD in the family and scattered sites with a significant improvement, on average by 25 points, to the score this year. Ms. Stroud reminded the Board REAC did not go well last year. She said the scale is 1-100 and 60 is passing, anything under 50 and they spot check throughout the year. She explained we have transitioned from the REAC system to the NSPIRE system, and it has not been easy. We paid close attention to the NSPIRE inspectors as they are still working out the particulars with the program. She noted we missed passing on the southern AMP due to Chalet Manor and which is why we are doing a RAD application. We only missed it by four points and are looking to contest the finding and buy those four points back. Ms. Stroud said HUD has mandated we inspect all units annually. We scored well in the high-rise with scores over 70. Ms. Stroud said a lot of work orders were done in the last couple of months.
- Ms. Tapia said CVR Associates is here for a site visit. They are reviewing our properties and providing guidance towards repositioning. They were part of the Technical Assistance team (TA) when HUD was here about eight months ago. Kris Warren introduced herself as a senior Vice President of CVR Associates and she has worked in the affordable housing business for more than 30 years. She is familiar with the challenges and is here to provide guidance. Dennis Morgan introduced himself as part of the Technical Assistance team. They will be doing training associated with NSPIRE, pieces relating to HOTMA provisions and providing guidance along the way. They will focus on life threatening conditions when providing additional training to staff. The purpose is to address the issues which have the greatest impact on residents. They will also work with the agency on repositioning. Mr. Morgan thanked the Board for having them. Ms. Tapia

said it has been wonderful working with CVR and we look forward to their guidance.

- Ms. Tapia followed up on the public comments from last month where there was a stopped-up sink and hanging garbage disposal at Wyandotte Towers. There were concerns these items had not been addressed. Ms. Tapia said she met immediately following the board meeting with John Jefferson, Dale White, Elaine Stroud, and Robert Purduski, and present was Chairman Watkins and Commissioner Rios. It was found the issue had been addressed prior to the board meeting. Mr. Jefferson, at once, notified his staff to make the repairs when he learned of them. Mr. Jefferson said Ms. (Holly) Duff was on point with what had occurred in the unit at Wyandotte Towers but did not relay the situation was taken care of. Once he was presented with the pictures, he notified his staff at once to take care of the repairs. With all due respect, Mr. Jefferson said with Commissioner Rios' reaction, he drew back and did not defend his staff as he could have. Now that he knows he can, he will stand up next time. Mr. Jefferson said all the work was done with exception of a p-trap which we did not have in stock. He bought it himself, to be used in the unit. Commissioner Rios said he hoped Mr. Jefferson was reimbursed. Commissioner Rios said he was present in Ms. Tapia's office and was able to view the pictures shown today. He said he should have asked if this had been addressed, and this was a lesson learned. He does not condone staff making purchases with their own money as we have a budget for those items. He said this shows dedication and professionalism of this staff. Chairman Watkins agreed. Commissioner McConnell said the garbage disposal was taken out and straight piped and the tenant does not have a disposal. Mr. Jefferson said this was correct. Commissioner McConnell said residents are not tearing up garbage disposals. He said Housing goes out and buys the cheapest stuff, it has a problem, and they want to charge the resident. He said the people are already broke and it is not the resident's fault. He said the garbage disposals are cheap. Mr. Jefferson said residents are putting products in the garbage disposal which are swelling up and harming the disposal. Commissioner McConnell said this should not be at the resident's expense. Chairman Watkins asked that further comments be held until time for resident comments.

Public Comments

Chairman Watkins called for public comments. Commissioner McConnell said in referring, to what Mr. Jefferson was saying about putting items down the garbage disposal, they are putting food down there and they figure the garbage disposal would work. He said they are not putting a truck down there. Commissioner

McConnell said Housing should provide a paper showing what can be put in the disposal. He reiterated Housing uses cheap products which have been there for three or four years, and you want the residents to pay maintenance fees. He said maintenance gets paid by the hour and residents should not have to pay double. Commissioner McConnell said he had a problem with his clothing hook, and it has been two years and maintenance still have not repaired it and it came through the wall. He claims maintenance is slow to fix things. Chairman Watkins said it is all a process and staff is working on this. Commissioner McConnell said he has been living in housing for 20 year and is a pastor. He said residents have lost so much, and things have been taken from them. He went on to say they had a picnic area is the back, which was taken, they had security and it is gone, the garbage disposals are gone. Something is always being taken, but the rent keeps going up. Chairman Watkins said Commissioner McConnell was given an opportunity to make comments now and later within his committee report and it will be noted. Commissioner McConnell said you should talk to the residents, because if they do not get to say anything, what good is this?

Chairman Watkins asked if there were any further comments and there were none.

Board Elections

Chairman Watkins said Board elections were mentioned last month and he apologized to Commissioner Barber if something was missing. He opened the floor for nominations for Chairman and Vice-Chairman after which they will come back and vote next month. Commissioner Barber said the announcement was made last month that nominations would be made at this meeting and the vote would take place next month. Chairman Watkins said he has served for six years through COVID-19 and Bylaws changes, which is longer than the normal four-year term. There is a call for a total of two four-year terms for a Chairman. Chairman Watkins said he would serve for two more years if the Board would allow it. He opened the floor for nominations for Chairman.

Commissioner Warner nominated Matt Watkins for Chairman. Commissioner McDonald seconded the motion and it pass unanimously. There were no further nominations. Chairman Watkins asked that nominations be closed. Commissioner Rios made a motion to close nominations for Chairman. Commissioner Warner seconded the motion and it passed unanimously.

Chairman thanked the Board for his nomination and said he would hold to the two years as he previously shared. A formal election will be held next month.

Chairman Watkins opened nominations for Vice-Chairman. Commissioner Warner nominated Commissioner Rios for Vice-Chairman. Commissioner Jones seconded

the motion and it passed unanimously. There were no further nominations for Vice-Chairman. Chairman Watkins asked that nominations be closed. Commissioner Ward made a motion to close nominations for Vice-Chairman. Commissioner Warner seconded the motion and it passed unanimously.

Chairman Watkins thanked the Board and said several Board members have put in a lot of work, and he is confident of what to expect for the future. He will realign committees and get with Commissioners Brown and Miller to see what their strengths are. He will also get a description of the committees to Commissioner Jones. There are five committees which we would like to have meet regularly. The Finance and Development committees have a regular meeting schedule.

Bylaws

Chairman Watkins said Bylaws was just covered. He asked was there an additional meeting and Commissioner Barber indicated there was not.

Finance

Commissioner Rios said the Finance Committee went over the budget and there is a resolution on the agenda to address the 2025 budget. We are moving things in-house as we have been using third parties which will give us more self-control. He said there were 89 employees when Ms. Tapia started and now, we have 133 employees. He said this growth enables the agency to be more efficient and of better service to our residents. The organization of Information Technology (IT) has added to efficiency. This budget sustains our continuation of doing things in-house. Public Safety is in the budget at \$376,000. We are investing in equipment and have leased seven vehicles, four of which will be dedicated to our Public Safety Officers which will provide security to all properties. He hopes the Board will be supportive of this budget. He said we must be about all our residents and this budget sustains that. He commended staff at getting to 96 percent occupancy. Wyandotte Towers' target will be 94 percent occupancy. There are issues at the property which affects its occupancy. It will take time and there is budget to address those issues. Commissioner Rios said employees are funded on the high side for family insurance rates knowing there will be some savings here. Interest income is estimated at 50 percent of what we believe we will receive, and this is being conservative. There is a Cost-of-Living Adjustment (COLA) of three percent included in this budget. This matches what was done last year and keeps close to the inflation rate as this is important to keep salaries as close as possible to market. He said a market study was done last year, and one will be done next year. A study is done very other year. Chairman Watkins added we did a five percent COLA for maintenance staff last year and regular staff received a three percent COLA. Commissioner Rios said the health insurance benefit increase was initially 17

percent and Ms. Tapia got it down to a six percent increase, which was marvelous and very much appreciated. Collection losses are at \$206,00 which will be addressed later. There are two things, the rent and late fees. We really want the rent, but until recently when a resident made a payment, the payment went to the fees, and they would still be behind in rent. The current Board reversed this, and payments go to the rent first and then the fees. During the committee meetings, they looked at how does this affect the budget. The budget is impacted by rent and if we did not charge the fee, it would not hurt the budget. Commissioner Rios said there must be a discussion on how to motivate our residents to pay rent. This will come back at a future board meeting. He said Mr. Alem will provide a presentation to help Board members understand this complex organization.

Mr. Alem said the budget is for fiscal year 2025. The fiscal year runs April 1, 2024—March 31, 2025. He then provided an overview, on PowerPoint, of how the money was budgeted in the three programs: COCC, Public Housing and Housing Choice Voucher. The overview consisted of revenue types, expense types, net income, and new line expenses of 366K for seven vehicles and four safety officers. Commissioner Warner asked how much we had in operating reserves and how many months that would cover? Mr. Alem said it is how much cash we have on hand to be spent and we are in good shape with our cashflow. He noted HUD is still providing subsidy for AMP 51, but we are not spending it. There are three months of reserves which does not include Juniper Gardens. Mr. Alem said we do not want to touch the Juniper Gardens' money until we get a clear understanding of how it is to be used and Ms. Tapia agreed. Commissioner Warner said she wanted to make sure we are fluid for three months and Chairman Watkins said we are. Commissioner Barber requested looking at our funding and how we were budgeting before we went to AMPs. He would like to see how this impacted operations. He asked for a budget analysis or strategic planning during the year. Chairman Watkins noted they discuss the budget in more detail at the budget meetings and welcomed Board members to attend a budget meeting. He said to see Ms. Randle for meeting dates and times. Additionally, Ms. Tapia suggested the Commissioner sit down with Ms. Stroud, Mr. Crockett, or Ms. Escobar Sutton to see how rent is calculated. Commissioner McDonald said when all the money is in one bucket, you really could not see how each property was performing, then properties were structured into AMPs to balance things out. She said people were not happy initially, but it came to have a benefit in seeing what properties were not performing. Chairman Watkins said these were deliberate decisions which took time and effort to achieve. Commissioner Warner asked what comprises tenant services. Mr. Alem explained each unit is accessed \$25, \$15 for is the resident council and \$10 to promoting the program.

Development

Commissioner Warner provided written comments. She said the application for LIHTC for Glanville Towers and Chalet Manor was sent on February 9, 2024, and

we are waiting to hear from the state of Kansas in May 2024 as to if we get the award. She said Eric M. of Select Development brought information to the meeting and will provide this information to the entire board. She believes he will be here in June to make the presentation. Commissioner Warner said papers are being drawn up for a 501(c)3 and the structure was reviewed. The Unified Government (UG) has been working to clear all the Housing Authority titles to remove its name and just put the Housing Authority's name on the titles, so we have clear title when we want to move properties into redevelopment. She stressed Ms. Tapia has been working hard to get this done.

Resident Services

Commissioner McConnell said a lot of the resident buildings do not have Presidents, but he has talked to some of the residents at the other buildings. He said their main concern is security. Commissioner McConnell then introduced his dog, Kylie Renee McConnell. She has been here all her life and there is an issue with dogs on the property. Kylie will be nine in November and is an emotional support dog licensed by the Veteran's Administration (VA). Kylie has never been on a lease and runs free in the back and runs alongside him because he cannot walk. He said Kylie will choak herself if put on a leash. There is an issue now with big, gigantic dogs on the property. The elderly and disabled are complaining about getting on the elevator with 150-200 lb. pit bulls. He said Kylie has never bitten anyone, but she will bark. Maintenance staff can feel harassed, and one time John Jefferson got mad, but Commissioner McConnell said he loves Mr. Jefferson. He would like to come to an understanding. It is one thing for people to have dogs on the property that live there, but it is another thing when people bring dogs and do not live on the property. He said Kylie has been chased by bigger dogs. Commissioner McConnell said the people at Wyandotte Towers are wanting restrictions for animals being on the property and do not live on the property. He said it was mentioned earlier about how to get people to pay rent. He said a lot of the people at Wyandotte Towers and the other buildings are on drugs. He said there is one drug dealer, probably two, on every floor and you can never get the people off the drugs. He believes the buildings are riddled with drugs. Chairman Watkins said he gets it; safety and security are his concerns. Ms. Tapia said Mr. Kump has been speaking with residents about what is happening on our properties. She said when you see something, we are asking residents to report it. She suggested they call 911 and reach out to our safety team. Ms. Tapia said she has an open-door policy. Residents should be reporting things to Mr. Kump who went and sat at Glanville Towers after hours, as result of complaints. Mr. Kump said some homeless people were staying overnight in the building and would leave in the morning. He sat there from 10 p.m. to 12:30 a.m. and ran several people off. Mr. Kump said his presence deterred some from sleeping in the building. He suggested residents of the building call the police to protect their place. Ms. Tapia said cameras have been installed to see who is being let in. They have cut the alarms on the side doors. She said we are working hard to deter crime. We have

put in additional lights to stop people from hiding in the shadows. Commissioner Warner said having strong resident councils would help. Ms. Tapia said Ms. Sutton is working diligently to get the councils up and running. Commissioner McConnell said tenants are guilty of propping open doors. He said there is a guy name Mike working over at the building and he has heard people say they are going to have to kill that n*gger. He said every tower needs security in the booth who will walk the hallways and the back area. Chairman Watkins said we would talk about this. Commissioner Barber asked if we could move the agenda up for the vote as he has another meeting to attend, and the Board agreed to do so. Commissioner Jones asked if there was a suggestion box for anonymous complaints and Ms. Tapia said there was.

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

New Business Consent Items

Chairman Watkins said there are six items on the Consent Agenda. He asked if anyone wanted to pull an item. Hearing none, Commissioner Rios made a motion to approve Resolution Nos. 2024-08—2024-13. Commissioner McDonald seconded the motion. Commissioner Warner called for a question regarding the write-offs, and it was moved to the Discussion Agenda. Commissioner Rios made a motion to approve the Consent Agenda as amended. Commissioner McDonald seconded the motion, and the following vote was recorded:

AYES: Barber, Brown, Escarcega, Whiteside-Hicks, Jones, McConnell, McDonald, Miller, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: None

ABSTAIN: None

Motion carried.

Resolution No. 2024-08, PHA Board Resolution approving the Annual Operating Budget

This resolution seeks approval of the Kansas City, Kansas Housing Authority's (KCKHA) Operating Budget for fiscal year ending 2025. This is a HUD requirement which is submitted annually using form 52571. The budget is prepared by the KCKHA Finance Department based on past revenue and expenditure trends and

was presented to the Finance Committee for review before being submitted to the KCKHA Board for approval.

RESOLUTION NO. 2024-08—PHA BOARD RESOLUTION APPROVING THE ANNUAL OPERATING BUDGET

Resolution No. 2024-10, authorize acceptance of the bid submitted and authorize a contract for trash services at all Housing Authority high-rises and various Scattered Sites with Waste Management of Kansas City, Inc.

This resolution authorizes trash services at all high-rise locations and various scattered sites. The Invitation to Bid was prepared and sent to three commercial waste removal companies qualified do this work. Bids were due February 29, 2024, at 2 p.m. Two firms submitted bids: Waste Management of Kansas City, Inc. Kansas City, Kansas and Green Life Environmental (GFL), Kansas City, Missouri. The lowest responsive bidder was Waste Management of Kansas, Inc. The initial one-year trash service contract is \$98,442.60 for 2024-2025. Staff would like to extend the contract for two, one-year periods at its discretion. Year two would cost \$106,317.64 for 2025-2026 and year three would cost \$114,823.68 for 2026-2027. Staff asks for Board approval for year-one and the option to select years two and three at its discretion.

RESOLUTION NO. 2024-10, AUTHORIZE ACCEPTANCE OF THE BID SUBMITTED AND AUTHORIZE A CONTRACT FOR TRASH SERVICES AT ALL HOUSING AUTHORITY HIGH-RISES AND VARIOUS SCATTERED SITES WTH WASTE MANAGEMENT OF KANSAS CITY, INC.

Resolution No. 2024-11, accepting the bid and authorizing a contract to replace smoke detector heads at Rosedale Towers with Fire and Security Solutions.

This resolution requests replacement of the current smoke detector heads at Rosedale Towers, 2314 W. 39th Street in Kansas City, Kansas with Gamewell XP95-A Smoke Detector Heads. The current smoke detector heads are discontinued by the manufacturer and replacement parts are becoming difficult to find. Another issue is the current models cannot be mixed with the newer models and the entire building needs to be replaced at the same time. The Invitation to Bid went out and one contractor bid the project on February 27, 2024; that contractor is Fire Security Solutions of Kansas City, Kansas. Fires Security Solutions has been in business for 22 years and the Housing Authority has previous satisfactory

experience with this contractor. There is \$161,000 available in the 2021 Capital Fund Program budget for this work. Staff followed its Procurement Policy and did a cost analysis and price comparison to determine this was a fair price. Staff is recommending authorizing a contract with Fire Security Solutions in the amount of \$106,935 to replace smoke detector heads at Rosedale Towers.

RESOLUTION NO. 2024-11—AUTHORITY TO ACCEPT THE BID AND AUTHORIZE A CONTRACT TO REPLACE SMOKE DETECTOR HEADS AT ROSEDALE TOWERS WITH FIRE AND SAFETY SOLUTIONS.

Resolution No. 2024-12, accepting the bid and authorize a contract to control stormwater runoff and repair the soil erosion at Belrose Manor and Douglas Heights family development with Tailormade Exteriors.

This resolution authorizes acceptance on a contact to control stormwater runoff and repair of soil erosion at Belrose Manor and Douglas Heigh family developments. Repairs will consist of minor excavation, construction of retaining walls, a water detention basin, splash blocks and new down spouts and gutter guards to redirect stormwater. The Invitation to Bid was mailed out and five contractors picked up plans for this project. One contractor bid this work. Bids were opened on February 29, 2024, at 2 p.m. and Tailormade Exteriors of Lee's Summit, Missouri bid this project. They have been in business for 22 years and the Housing Authority has previous extensive experience with this contractor. Tailormade submitted an original bid or \$771,806 which was over the architect's estimate of \$561,393. After negotiations, the contractor has agreed to take out the installation of sod and watering for 60 days to bring their bid down to \$579,199.20. Watering and sod can be procured separately and more economically by the Modernization Department saving the agency \$114,259.42 on the watering and \$78,347.38 on the sod; for a total savings of \$192,606.80 which reduces the overall project cost from \$771,806 minus \$192,606.80 to \$579,199.20. This reduction is within the 10 percent variance of the architect's estimate of \$561,393 vs. \$579,199.20 or a 3 percent variance. Staff and architect are recommending approval of this bid submitted by Tailormade Exteriors for stormwater control and repair.

RESOLUTION NO. 2024-12—AUTHORITY TO ACCEPT THE BID AND AUTHORIZE A CONTRACT TO CONTROL STORMWATER RUNOFF AND REPAIR THE SOLIL EROSION AT BELROSE MANOR AND DOUGLAS HEIGHTS FAMILY DEVELOPMENT WITH TAILORMADE EXTERIORS.

Resolution No. 2024-13, authorizing the Executive Director/CEO of the Kansas City, Kansas Housing Authority (KCKHA) to pursue the purchase for a new administrative building.

This resolution supports authorizing the Executive Director/CEO to purchase property for a new administrative building in Kansas City, Kansas. It will give the Executive Director/CEO authority to make, execute, endorse agreements, contracts and all documents required for the purchase of the property in the name of and on behalf of the Kansas City, Kansas Housing Authority.

RESOLUTION NO. 2024-13—AUTHORIZING THE EXECUTIVE DIRECTOR/CEO OF THE KANSAS CITY, KANSAS HOUSING AUTHORITY (KCKHA) TO PURSUE THE PURCHASE OF PROPERTY FOR A NEW ADMINISTRATIVE BUILDING.

New Business Discussion Agenda

Resolution No. 2024-09, Collection loss write-offs was introduced.

Commissioner Warner said she noticed the amount written on the Scattered Sites is close to the amount at Wyandotte Towers. She is wondering why the Scattered Sites write-off is as high as it is. Chairman Watkins said this last write-off includes COVID evictions. Ms. Tapia said Mr. Alem could provide a breakdown. Commissioner Warner said she would meet with Mr. Alem later.

Write-offs take place twice annually in March and September and consist of uncollectible dwelling rent and other charge which consist of maintenance charges, retroactive rent (as a result of unreported income) and court fees. HUD allows for these write-offs only when the tenant has vacated the premises. These charges were prepared and are eligible for write-offs which require Board approval.

Commissioner Warner made the motion to approve Resolution No. 2024-09. Commissioner Rios seconded the motion, and the following vote was recorded:

AYES: Barber, Escarcega, Whiteside-Hicks, Jones, McDonald, McConnell, Rios, Ward, Warner, Watkins

NAYS: None

ABSENT: None

ABSTAIN: None

RESOLUTION NO. 2024-09—COLLECTION LOSS WRITE-OFFS.

Commissioner's Conference Update on Strategic Planning by Commissioner Rios

Commissioner Rios said he would do an abbreviated report on strategic planning. He said adopting a strategy lies with the Board, but developing the strategy must be management driven. The people doing the work should recommend the strategy and the Board provides feedback and adopts the strategic plan. He said the challenge is not to produce a set of new ideas, but to produce with the best ideas for organizational development. Strategic planning is strategic thinking, and the Board needs to trust the staff. The Board holds staff accountable with what they say they will do. The strategic plan and the budget should agree. He noted this information is further discussed in the paperwork which was handed out. Commissioner Rios said a budget is needed to implement the strategy. He said arguing and constructive criticism is not the same thing. The Board needs to be able to debate passionately and, in some cases, disagree passionately in search of the best way forward. Commissioner Rios said we must show the ability to unify for the entire organization.

Chairman Watkins said we covered a lot of ground today and he looks forward to getting to know our new board members.

Chairman Watkins called for adjournment, and it passed unanimously.

Matthew T. Watkins, Chairman

Andrea Tapia, Executive Director/CEO