

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

Thursday, March 21, 2019  
12 noon

Administrative Bldg.  
1124 N. 9<sup>th</sup> Street

On the 21st day of March 2019 at 12 noon 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:

Matt Watkins, Chairman  
Rev. Jimmie L. Banks, Vice-Chairman  
Jacques Barber, Commissioner  
Rachel Jefferson, Commissioner  
Don Jolley, Commissioner  
P. Anne McDonald, Commissioner  
Timothy J. Rhodes, Commissioner  
Denise Tomasic, Commissioner  
Linda Warner, Commissioner  
Charles Wilson, Commissioner  
Cardelia Walker, Commissioner

**ABSENT:**

Alvin Sykes, Commissioner

**ALSO PRESENT:**

Milton Scott, Executive Director  
Cherrie Escobar, Director of Section 8  
Melinda Linnell, Director of Housing Management  
Julio Marino, Jr., User Support/Inventory Clerk  
Sharron Davis-Mays, Self-Sufficiency Coordinator  
Benice Meeks, Assistant Director of Finance  
Jacqueline D. Randle, Executive Services Manager  
Caroline Rogers, Director of Finance  
Anthony J. Shomin, Director of Facilities Management  
Kendra Tyler, Asst. Director of Housing Management  
Robin Palmgren, Wyandotte Towers resident

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

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Chairman Watkins asked for a correction to the minutes on the bottom of page one, John Hopkins should be listed as a resident of Glanville Towers. With that correction being made, Chairman Watkins asked for a motion to approve the minutes. Commissioner McDonald made a motion to approve the minutes of February 21, 2019. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Banks, Jolley, McDonald, Rhodes, Tomasic, Walker, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Jefferson, Sykes

ABSTAIN: None

Motion carried.

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

- Mr. Scott noted that pages 7—23 of the board packet contain his written report.
- Mr. Scott and Ms. Linnell met with the Public Housing Resident Council (PHRC) to discuss the neighborhood watch program and having firearms on housing authority property, given the new state law.
- Mr. Scott, staff and Chairman Watkins had a telephone conference with the HUD Field Office in regard to financing the maintenance facility and administrative office building.
- Mr. Scott, staff and Commissioners Jefferson, Sykes and Walker met with HUD's Field Office to discuss the Envision Center Initiative.
- Mr. Scott and staff met with the American Indian Enterprise Business Council and Unified Government staff to establish a MOU and work together to strengthen our Section 3 program.
- Deborah Thompson, staff member, was thanked for preparing the recognition for Woman's History Month. Commissioner McDonald was recognized at the community college last year and a table was prepared in the boardroom to display this honor.
- In addition to the Executive Director's report, the following handouts were distributed to the Board: Woman's Equality Day bookmark, HUD letter regarding the Annual Plan submission approval, NAHRO article discussing Trump Administration proposed cuts for public housing, our response for reasonable accommodations requested at last month's board meeting, finance committee report, email regarding the Police Athletic League and the monthly Public Housing Occupancy Report.
- The firearms information was provided under separate cover. New signage has been updated to have the agency comply with the new state law. Commissioner McDonald questioned who would handle compliance.

Mr. Scott noted it would begin with the Property Manager and go up from there. The Board discussed security measures in place on housing authority properties.

- Vice-Chairman Banks asked about the PAL program (Police Athletic League of Kansas City, Kansas) requirements and Ms. Davis-Mays explained that students would need a 2.0 GPA or have measures in place to show they are working toward achieving a 2.0 GPA.
- Commissioner Barber noted that House Bill 23-84 addresses guns owned by individuals in subsidized housing and their ability to discharge firearms on public property. He will follow-up to see what happens with this in relationship to public housing. Chairman Watkins advised coming up with a statement to respond to this matter if it comes to the floor. Commissioner McDonald noted we must act quickly when dealing with our legislature.
- *Commissioners Barber and Jefferson arrived during the Executive Director's report.*

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Vice-Chairman Banks recognized Ms. Linnell for her 42 years of service to the Housing Authority.

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### **Committee Reports**

Chairman Watkins called for committee reports.

#### Bylaws

Commissioner Barber did not provide a report. He offered that House Bill SB-150 has to do with tenants in housing who are victims of domestic violence, sexual assault, human trafficking, stalking or anything like that, could not be denied access to housing nor could they be evicted. He asked the Board to pay attention to what happens with this bill. Mr. Scott noted that we adhere to the federal Violence Against Women Act (VAWA) which generally trumps state law. Chairman Watkins advised the Board that Commissioner Barber was elected Chairman of the local Democrat Central Committee.

## Finance

Commissioner McDonald provided the Board with a written report. She offered that the budget resolution is on the agenda today. The budget was prepared on an expected subsidy of 92 percent. An increase is expected in net income from an increase in Capital Funds and increasing rates for maintenance services. She noted that Commissioner Rhodes suggested budgeting at 90 percent subsidy and putting any extra money into building the agency's reserves. Commissioner McDonald noted a high delinquency rate last month and that Ms. Mays would work with the residents. However, Mr. Scott advised that Ms. Mays' duties have shifted and we are looking to find grant money to help in this area. The occupancy rate and its affect on the PHAs score were discussed. Chairman Watkins suggested providing incentives to having residents pay on time. Mr. Rogers noted an increase in expenses, but with a subsidy rate of 92 percent, we should be able to put \$75,000 in the budget for an up to 3 percent merit increase; but more information is needed to determine if the money there. Commissioner McDonald noted there was a discussion to reward employee longevity. A law firm was hired to process our evictions which increased legal expenses. Health insurance is expected to increase, so they agency may look at plan changes. Other insurance for property and general liability has gone up about 7 percent. Increased security was discussed. Vehicles are now being leased. Utilities continue to be a major expense. Commissioner McDonald suggested energy using panels on the new facility. Commissioner Jefferson suggested finding ways to become more climate-resilient. She added there is work being done around St. Margaret's Park and she would like to see this expanded. In a final note, Commissioner McDonald advised that the agency has access to Public Information Center (PIC) and has found additional income which affects the rent amount.

Commissioner Jolley questioned the delinquency rate. Ms. Linnell noted that we can file a delinquency when the delinquent amount reaches \$500. However, residents can enter into a repayment agreement to satisfy the delinquency. About 45-55 residents a month go to delinquency and about 25 residents are scheduled to go to court, but generally only half or 10-12 residents make it through the entire process and are evicted. The Board discussed counseling and other services that are provided to tenants to keep them off the delinquency list. Ms. Linnell concluded that residents would have to pay their debt to this agency before being housed with another agency. Mr. Scott further touched on the importance of reporting increases in income. Chairman Watkins noted there is a safety network or resources in this community to help with hardships. Commissioner Barber expressed that he was glad to hear we are working with individuals when they have difficulties in paying their rent. He further offered that Medicaid expansion was voted out of the House and is headed to the Senate which will help our residents.

Inclusion and Public Information

Commissioner Warner's noted the Inclusion and Public Information Committee would meet in April.

Personnel

Vice-Chairman Banks noted the Personnel Committee they did not meet.

Development and Improvement

Commissioner Rhodes indicated the Development and Improvement Committee met last month to discuss an RFP that was sent out last month. They will meet again on March 27, 2019.

Resident Participation

Commissioner Wilson indicated the Resident Participation Committee will meet on March 24, 2019.

Executive

Chairman Watkins noted the Executive Committee did not meet.

Community Housing Investment Group (CHIG)

CHIG will meet again in April, as they meet quarterly.

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Public Comments

There were no public comments.

Vice-Chairman Banks asked if there were service dogs at any sites (*referring to the comment made last month.*) Ms. Linnell indicated there were service dogs at two or three high-rises, but mostly at Welborn Villa and the low-rise at Wyandotte Towers. There is no service dog at Glanville Towers. Vice-Chairman Banks suggested there should be a distinction between a service dog and a pet. Ms. Linnell noted this is explained early in the process to applicants. Upon questioning from Commissioner Warner, it was noted that emotional support and service animals are treated the same.

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**New Business Consent Item**

Resolution No. 2019-02, authorizing a collection loss write off, was introduced.

Commissioner Warner asked about AMPs K1-56 and K1-57 noting there was an upward trend in those areas. Ms. Linnell indicated these properties were mixed housing and HUD's PIC program began reporting discrepancies in October. This unreported income, occurring primarily in the family sites, has caused the numbers to go up.

Commissioner Rhodes made a motion to approve Resolution No. 2019-02. Vice-Chairman Banks seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jefferson, Jolley, McDonald, Rhodes, Tomasic, Walker, Warner, Watkins, Wilson

NAYS: None

ABSENT: Sykes

ABSTAIN: None

Motion carried.

**RESOLUTION NO. 2019-02—COLLECTION LOSS WRITE-OFFS**

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**New Business Discussion Items:**

Resolution No. 2019-03, authorizing a contract for common area HVAC improvements at Glanville Towers located at 730 Nebraska Avenue in Kansas City, Kansas with Envirotech Heating and Cooling, was introduced.

This resolution passed without discussion.

Commissioner Rhodes made a motion to approve Resolution No. 2019-02. Vice-Chairman Banks seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jefferson, Jolley, McDonald, Rhodes, Tomasic, Walker, Warner, Watkins, Wilson

NAYS: None

ABSENT: Sykes

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2019-03—AUTHORIZE A CONTRACT FOR COMMON AREA HVAC IMPROVEMENTS AT GLANVILLE TOWERS LOCATED AT 730 NEBRASKA AVENUE IN KANSAS CITY, KANSAS WITH ENVIROTECH HEATING AND COOLING

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Resolution No. 2019-04, authorizing PHA Board Resolution Annual Operating Budget, was introduced.

Ms. Rogers presented the Annual Operating Budget. She indicated that the total agency net income is expected to be \$1.4 Million and compared this figure to last year's budget of \$1.1 Million. There is an increase of \$280,678 compared to last year. The COCC is projected to have a deficit of \$125,685. Section 8 is showing a positive cash flow of \$35,372 and Public Housing a positive cash flow of \$1.5 Million. Significant changes causing the increase are more Capital Funds being used for Operating Funds. The budget was prepared using subsidy information from last year due to the government shutdown. Information was provided this week and is being updated. A revised budget will be presented to the Finance committee, possibly in April. We are currently using a 92 percent proration. There was also a fee increase in maintenance. She noted that to minimize the deficit of \$125,685 we will look closely at the maintenance charges. (Commissioner Rhodes exits.) Ms. Rogers showed the 2019 budget and projections for the 2020 budget. She then went over specific line items on the projected budget.

Vice-Chairman Banks asked Ms. Rogers how she would rate our fiscal health. Ms. Rogers responded that she has not reviewed the balance sheet to look at the ratios and did not know yet as she has only been with the agency for a month and a half. Her goal is to get through the year-end close which should take about two months. She will then have a better understanding of where we are fiscally.

Chairman Watkins noted there is the potential for changes in Congress and with projected revenue increases we could afford to spend \$75,000 for merit increases and he was favor of including a merit increase with this budget. There was no COLA in the budget. Chairman Watkins suggested using the resources we have to reward staff.

Commission McDonald made a motion to approve Resolution No. 2019-04 with the authority to add a merit increase of up to 3 percent. Commissioner Barber seconded the motion and the following vote was recorded:

YES: Banks, Barber, Jefferson, Jolley, McDonald, Tomasic, Walker, Warner, Watkins, Wilson

NAYS: None

ABSENT: Rhodes, Sykes

ABSTAIN: None

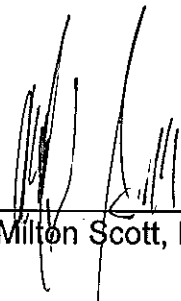
Motion carried.

RESOLUTION NO. 2019-04—PHA Board Resolution Annual Operating Budget.

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With no further business, Chairman Watkins asked that the meeting be adjourned and it passed unanimously.

  
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Matt Watkins, Chairman

  
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Milton Scott, Executive Director