

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

Thursday, April 18, 2019
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 18th day of April 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
Don Jolley, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
Alvin Sykes, Commissioner (via conference call)
Denise Tomasic, Commissioner
Linda Warner, Commissioner
Charles Wilson, Commissioner

ABSENT: Rachel Jefferson, Commissioner
Cardelia Walker, 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
Veronica Sanders, Financial Analyst
Anthony J. Shomin, Director of Facilities Management
Kendra Tyler, Asst. Director of Housing Management

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

Commissioner Rhodes made a motion to approve the minutes of March 21, 2019. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jolley, McDonald, Rhodes, Sykes, Tomasic, Warner, Watkins, Wilson
NAYS: None
ABSENT: Jefferson, Walker
ABSTAIN: None

Motion carried.

Executive Director's Report

- Mr. Scott noted that pages 9—27 of the board packet contain his written report and staff's monthly reports.
- Mr. Scott met with Dr. Greg Mosier, President of the Kansas City, Kansas Community College, and discussed opportunities to work together.
- Mr. Scott also met Dr. Charles Foust, Superintendent of Unified District 500 (USD 500). The Housing Authority works with USD 500 for its summer programming. They discussed continuing this partnership and what more could be done in the future.
- Mr. Scott and Mr. Glavin attended a pre-employer workshop with Workforce Partnership to explore job opportunities for ex-offenders through the Workforce Center ConstructKC program. We are looking at how to partner with this organization to provide opportunities to ex-offenders.
- U.S. Congressional Representative Sharice Davids met with YouthBuild participants and its Advisory Board. She showed an interest in visiting the Housing Authority and the board will be notified when this is to take place.
- Mr. Scott noted that while he is out on a leave of absence, Ms. Escobar will serve as acting Deputy Director. Ms. Randle will be available to answer questions and the Directors will offer support during this time.
- In the handouts, the board will find information on an open forum with the Department of Children and Families (DCF) on June 11, 2019. This is an open forum to discuss changes during the past year for benefits and services offered by DCF.
- Ms. Randle prepares the monthly Agency Journal to highlight agency activities. Ms. Linnell, Ms. Escobar and Ms. Tyler have 2019 graduates listed in the April edition.
- The public housing occupancy report is prepared monthly by Ms. Linnell.

- We met with Allison and Alexander (contractors for the new maintenance facility) to get the payments caught up. This payment prevents a lien on the agency. De-federalized funds were used to make this happen. Mr. Shomin added that we have received direction from HUD to put in an application for the Capital Fund Financing Program. The process requires a physical needs assessment which we are pursuing. An application will be put in through Section 30 of the Capital Fund Program, which is the public housing mortgage program, to get approval for the Administrative office. Mr. Scott believes we will get a response in 30-60 days. In the meantime, we will stay in communication with the contractor.
- Vice-Chairman Banks asked if the job openings, listed in the Agency Journal, were for replacements. Mr. Scott noted some of them are and others were just not previously filled. Chairman Watkins noted he would like to see what the response has been since we lifted the residency requirement. Mr. Scott noted the new hire in the Finance department lives in Kansas City, Kansas.
- Commissioner Tomasic asked about the Country Club Bank loan. She does not understand this financing vs. HUD financing and how it all fits together. She noted there was also a resolution to float a bond. Mr. Shomin explained that we still need a relationship with a bank. The Capital Fund financing program funds will be used to pay back the loan from the bank. Chairman Watkins noted that was correct. We need approval from HUD to go in this direction. HUD's approval is conditional on the loan application. Chairman Watkins explained that we may or may not need to use bond financing. Commissioner Tomasic understood that there is no special federal funding, just federal approval. Chairman Watkins noted that was correct. The money will be obligated out of our Capital Funds over the next twenty years. Vice-Chairman Banks asked was there a Plan B. Mr. Scott noted there are contingency plans, but we are doing what HUD requires first.

Committee Reports

Chairman Watkins called for committee reports.

Bylaws

Commissioner Barber indicated there was no report.

Finance

Commissioner McDonald noted they were going to meet April 24, 2019; but have decided to reschedule due to Mr. Scott being out. They plan to set a date for June.

Inclusion and Public Information

Commissioner Warner's noted they had planned to meet April 29, 2019; but she and Mr. Scott will be out. They are going to meet next at their regularly scheduled time in July, unless something comes up.

Personnel

Vice-Chairman Banks noted the Personnel Committee does not have a report.

Development and Improvement

Commissioner Rhodes noted they met on March 27, 2019 to discuss financing, which was discussed earlier in today's meeting and the Request for Qualifications (RFQ) on potential development services. They also discussed renewable energy programing ideas. The RFQ for rebranding was discussed and presentations will be held after the board meeting today. Future meetings will be determined after the meeting today.

Resident Participation

Commissioner Wilson indicated the Resident Participation Committee met on March 26, 2019. He provided a written report. The firearms issue, pet policy and Urban Works were discussed and detailed in the written report which was then circulated to the Board. The next meeting will be April 23, 2019 at Plaza Towers. Mr. Scott indicated the Ms. Linnell and Ms. Tyler would attend this meeting.

Commissioner Barber asked what comments were received on the gun and pet policies. Commissioner Wilson noted there was controversy on the firearms policy. However, he noted the Housing Authority should be able to restrict the use of firearms on its property. Concerning the pet policy, Mr. John Hopkins will be moving to Missouri under the Section 8 program and another resident has provided paperwork for his service dog.

Executive

Chairman Watkins noted the Executive Committee did not meet, but may convene as we get closer to making decisions on the maintenance facility and administrative office.

Community Housing Investment Group (CHIG)

Chairman Watkins noted that CHIG met two nights ago for a three-hour meeting. The funding continues to be good. Minutes from the January meeting were approved will be sent out by email. A capital fund improvement schedule was laid out for the building. We are looking to remove Midwest Housing Equity Group (MHEG) as an oversight agency in 2021. Strategic planning will be taking place. Commissioner Tomasic questioned if CHIG has its own capital improvement fund. Chairman Watkins noted CHIG does not, but Delaware Highlands Assisted Living (DHAL) has a reserve for replacement account and operational accounts. Commissioner Tomasic questioned that since our finances are separate, why CHIG's money would be shown in our funds available report. Chairman Watkins noted this is due to past practices, but there should be a conversation about this at the Finance Committee meeting and he would defer to them. Vice-Chairperson Banks recalled a reference was made during the finance reporting by Ms. Rogers to have this line item removed.

Public Comments

Commissioner Sykes asked to provide a statement to the board. He then indicated that on March 16, 2019 he suffered a serious injury at Union Station while en-route to Chicago. He fell and hit his head which resulted in an inflamed spine, no bones were broken, but he was left paralyzed in his hands, feet and legs. He is currently in a rehabilitation facility in Topeka, Kansas. This has lead him to place a call to Unified Government Commissioner Tom Burroughs and when he hears back, he will inform the Housing Authority board of the status of his continued service on its board. He plans to make a functional recovery, but must consider the needs of the residents of the 2nd District in terms of their representation on the board during his recovery period. Chairman Watkins expressed that the Housing Authority board would like to see him have a speedy recovery and to let the board know if there is anything he would need.

New Business Consent Item

Resolution No. 2019-05, authorizing the disposal of scrap metal.

This resolution authorizes the disposal of 34 refrigerators and 27 ranges identified by manufacturer serial numbers and PHA decal numbers. The value will be determined by scrap metal weight.

Commissioner Rhodes made a motion to approve Resolution No. 2019-05. Vice-Chairman Banks seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jolley, McDonald, Rhodes, Sykes, Tomasic, Warner, Watkins, Wilson
NAYS: None
ABSENT: Jefferson, Walker
ABSTAIN: None

Motion carried.

RESOLUTION NO. 2019-05—AUTHORITY TO DISPOSE OF SCRAP METAL.

Commissioner Barber advised the board that the census will be taken next year and he has attended a couple of meetings related to this. There will be a major effort to get people to respond to the census online and they will only knock on doors as a last resort. He suggested that the Housing Authority put together something to inform our residents of the importance of their response to the census. He indicated there is a map that shows where it has been difficult to collect census data. Mr. Scott noted he would have Ms. Davis-Mays do this through the resident councils.

Chairman Watkins noted it was time for the annual review of the Executive Director. He asked board members to fill out the review within the next week and return it to him or Ms. Randle via email. Vice-Chairman Banks suggested making changes to the evaluation form. Commissioner Warner offered that it would be best to inform the person before changing the rating requirements. Chairman Watkins suggesting having the Personnel Committee complete a review of the annual review form, but for now he asked that board members fill out the current form. The information from all the board members will be compiled and a final version will be made. Ms. Randle offered that she would email the form to board members.

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



Matt Watkins, Chairman

Milton Scott, Executive Director