

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

Thursday, May 16, 2019
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 16th day of May 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:

Matthew T. Watkins, Chairman
Rev. Jimmie L. Banks, Vice-Chairman
Rachel Jefferson, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
Cardelia Walker, Commissioner
Linda Warner, Commissioner
Charles Wilson, Commissioner

ABSENT:

Jacques Barber, Commissioner
Don Jolley, Commissioner
Alvin Sykes, Commissioner
Denise Tomasic, Commissioner

ALSO PRESENT:

Cherrie Escobar, Acting Deputy Director
Gerald Glavin, Asst. Director of Housing Management
Melinda Linnell, Director of Housing Management
Julio Marino, Jr., User Support/Inventory Clerk
Sharron Davis-Mays, Self-Sufficiency Coordinator
Susan Martin, Administrative Assistant
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 McDonald made a motion to approve the minutes of April 18, 2019. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Banks, Jefferson, McDonald, Rhodes, Walker, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Jolley, Sykes, Tomasic

ABSTAIN: None

Motion carried.

Chairman Watkins noted that Ms. Escobar is serving as interim director in Mr. Scott's absence and any questions could be directed to Ms. Escobar. He advised that the written Executive Director's report and supporting documents are listed on pages 7—26 of the board packet.

Executive Director's Report

- Ms. Escobar noted that staff would attend Fair Housing Training at Mid-America Regional Council on Monday, May 20, 2019.
- Offices will be closed in observance of the Memorial Day holiday on Monday, May 27, 2019.
- Ms. Escobar noted that Mr. Scott has been checking in weekly and should be returning around June 3, 2019.

Committee Reports

Chairman Watkins called for committee reports.

Bylaws

This committee did not meet.

Finance

Commissioner McDonald noted the Finance committee has not met, but will be getting with Ms. Rogers to set up a meeting in June when Mr. Scott returns.

Inclusion and Public Information

Commissioner Warner noted the Inclusion and Public Information committee has not met.

Personnel

Vice-Chairman Banks noted the Personnel committee has not met.

Development and Improvement

Commissioner Rhodes noted they received three presentations last month for branding/rebranding and will meet in the middle of June.

Resident Participation

Commissioner Wilson indicated the Resident Participation Committee met on April 23, 2019 at Plaza Towers to discuss the firearms policy and Urban Works. Tenant issues were also discussed. There was no written report this month, but a written report will be provided next month.

Executive

Chairman Watkins noted the Executive Committee did not meet, but they will meet in the next month to discuss a strategy for the maintenance facility and administrative office building.

Community Housing Investment Group (CHIG)

Chairman Watkins noted the next quarterly CHIG board meeting will take place in July. The January CHIG minutes approved in April were emailed after the last housing authority board meeting.

Public Comments

There were no comments from the public.

Commissioner Warner made a motion to approve the consent agenda. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Banks, Jefferson, McDonald, Rhodes, Walker, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Jolley, Sykes, Tomasic

ABSTAIN: None

Motion carried.

New Business Consent Item

Resolution No. 2019-06, approving submittal of the Section 8 Management Assessment Program Certification for FYE March 31, 2019.

This resolution approves the submission of the Section 8 Management Assessment Program Certification for FYE March 31, 2019. This is a U.S. Department of Housing and Urban Development requirement. The submission deadline is May 31, 2019.

RESOLUTION NO. 2019-06—APPROVING SUBMITTAL OF THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION FOR FYE MARCH 31, 2019.

Resolution No. 2019-07, approving 2019 HUD Income Guidelines.

HUD income eligibility guidelines are released annually for participation in federal housing assistance programs. The 2019 income guidelines were released April 2019. These guidelines establish the income eligibility criteria for all programs operated by the Kansas City, Kansas Housing Authority and are effective as released.

RESOLUTION NO. 2019-07—APPROVE 2019 HUD INCOME GUIDELINES.

New Business Discussion Item

Resolution No. 2019-08—authorizing a contact with Frye Construction for interior modernization at K1-54, Scattered Sites 15, was introduced.

Mr. Shomin indicated this was our standard bid acceptance resolution for interior modernization work. The work will take place at K1-54 Scattered Sites 15. The Invitation to Bid was mailed to 180 general contractors and 108 Section 3 contractors. Eleven contractors picked up plans and two contractors bid on this project. Frye Construction, Inc. is the apparent responsive low bidder with a base bid plus aggregate price of \$230,700. This contractor has been in business for 35 years. The Housing Authority has previous experience and received good results with Frye Construction, Inc. Positive reference checks were also received. There is \$280,000 in the 2016, 2017 and 2018 Capital Fund Programs budgeted for this work. The architect's estimate for this project is \$204,078. This contractor is not on our List of Parties Excluded from Federal Procurement or Nonprocurement Programs. The architect and staff are recommending entering into a contract with Frye Construction, Inc. for \$229,900 plus any additional amount for actual joist replacement per lineal foot price as established in the bid documents.

Chairman Watkins asked if the units were occupied and how long would it take to complete the work. Mr. Shomin indicated they are all vacant units and the project will take 120—160 days for completion.

Commissioner Rhodes made a motion to approve Resolution No. 2019—08. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Banks, Jefferson, McDonald, Rhodes, Walker, Warner, Watkins, Wilson

NAYS: None

ABSENT: Barber, Jolley, Sykes, Tomasic

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2019—AUTHORIZE ACCEPTANCE OF THE BID AND CONTRACT FOR THE INTERIOR MODERNIZATION OF 3329 AND 3257 NORTH 46TH STREET AND 4528, 4535 AND 4544 OAK AVENUE AT K1-54 SCATTERED SITES 15 IN KANSAS CITY, KANSAS WITH FRYE CONSTRUCTION, INC.

Commissioner Warner offered an accommodation to the Section 8 staff for their excellent work in receiving a 100 percent score as noted in Resolution No. 2019—06. The board was in agreement. Ms. Escobar added that the report would be submitted by the end of this month.


Vice-Chairman Banks noted that some of the Capital Funds summaries have the actual dollar amount and some do not, he would like the report to show the actual dollar amount for each of those projects. Mr. Shomin agreed to provide the actual dollar amount of the grant and the amount of the expenditure in the next report. Vice-Chairman Banks indicated that would be fine.

Vice-Chairman Banks noted the annual board meeting is June 20, 2019. He asked if the agenda has been prepared. Chairman Watkins indicated the agenda would be provided prior to the meeting and asked that agenda suggestions be forwarded to him, Ms. Escobar or Mr. Scott. Ms. Shomin added that the complete Five-Year Plan would probably be a topic on the agenda.

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



Matthew T. Watkins, Chairman



Cherrie Escobar, Acting Deputy Director

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

Monday, June 3, 2019
1:00 p.m.

Administrative Bldg.
1124 N. 9th Street

On the 3rd day of June 2019 at 1:00 p.m. the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in special session. The meeting was called to order by Chairman Watkins, and upon roll call, the following members of the body were present:

Matthew T. Watkins, Chairman
Rev. Jimmie L. Banks, Vice-Chairman
Jacques Barber, Commissioner
P. Anne McDonald, Commissioner
Denise Tomasic, Commissioner
Linda Warner, Commissioner
Charles Wilson, Commissioner

ABSENT:

Rachel Jefferson, Commissioner
Don Jolley, Commissioner
Timothy J. Rhodes, Commissioner
Alvin Sykes, Commissioner
Cardelia Walker, Commissioner

ALSO PRESENT:

Tom Scott, Tom Scott & Associates

The meeting was called to order by the Chair and attendance was noted. It was determined that a Quorum was present. Anne McDonald was asked to take minutes.

Rev. Jimmie Banks made a Motion to go into Executive Session to discuss certain personnel matters, until 2:00 p.m. The Motion was:

I move that the Commission go into Executive Session to allow the Commission to discuss the job performance of the Executive Director of the Kansas City Kansas Public Housing Authority, which is a private personnel matter related to a specific non-elected employee, as permitted by the Kansas Open Meetings Act; and to reconvene in open session at 2:00 p.m. in the board room at the KCK PHA.

Jacques Barbers seconded the motion and the following vote was recorded:

AYES: Banks, Barber, McDonald, Tomasic, Warner, Watkins, Wilson

NAYS: None

ABSENT: Jefferson, Jolley, Rhodes, Sykes, Walker

ABSTAIN: None

Motion carried.

At 2:00 p.m., Denise Tomasic moved to go out of Executive Session. The Motion was seconded by Linda Warner and passed unanimously.

Upon return to the open session meeting Linda Warner made a Motion to Declare Emergency. It was seconded by Jacques Barber and passed unanimously.

Then Jacques Barber made a motion to enter into a contract with Mr. Tom Scott for consulting services and Linda Warner seconded the motion. The motion passed unanimously.

Lastly Linda Warner made a motion to enter into a contract for legal services with Sanders, Warren, Russell and Scheer. Jacques Barber seconded the motion and it passed unanimously.

Denise Tomasic then moved to adjourn, seconded by Jacques Barber. The motion passed unanimously.


Matthew T. Watkins, Chairman


P. Anne McDonald, Commissioner/Recorder