

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

Thursday, December 21, 2017  
12 noon

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

On the 21st day of December 2017 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  
Jacques Barber, Commissioner  
Rachel Jefferson, Commissioner  
P. Anne McDonald, Commissioner  
Alvin Sykes, Commissioner  
Linda Warner, Commissioner  
Charles Wilson, Commissioner

ABSENT: Rev. Jimmie L. Banks, Vice-Chairman  
John Breitenstein, Commissioner  
Robert Frey, Commissioner  
Timothy J. Rhodes, Commissioner  
Denise Tomasic, Commissioner

ALSO PRESENT: Milton Scott, Executive Director  
Paula K. Draves, Director of Section 8  
Cherrie Escobar, Section 8 Coordinator  
Melinda L. Linnell, Director of Housing Management  
Sharron Davis-Mays, Self-Sufficiency Coordinator  
Benice Meeks, Director of Finance  
Jacqueline D. Randle, Executive Services Manager  
Veronica Sanders, Financial Analyst  
Dana Clark, Section 8 Specialist  
Tonya Lewis, Administrative Assistant  
Marcos Oropeza, Section 8 Inspector  
Arnita Wilson, Section 8 Specialist

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Chairman Watkins asked for roll call. After which, he called for the approval of the minutes. Commissioner Warner made a motion to approve the minutes of November 16, 2017. Commissioner Sykes seconded the motion and the following vote was recorded:

AYES: Barber, Jefferson, McDonald, Sykes, Warner, Watkins, Wilson

NAYS: None

ABSENT: Banks, Breitenstein, Frey, Rhodes, Tomasic

ABSTAIN: None

Motion carried.

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## **Executive Director's Report**

- Mr. Scott referred the board to pages 11—26 where the complete Executive Director's report could be found.
- Mr. Scott noted that in response to a board member's recommendation, we will be providing the board packet by e-mail and copies will no longer be mailed out beginning in January. Copies of the board packet will be made available, upon request, at the board meeting.
- Mr. Scott announced that Paula Draves, Director of Section 8, would be retiring after being with the agency since 2002. Cherrie Escobar, who spent four years in finance and 11 years in Section 8 and has been promoted to Director of Section 8. They were both congratulated by Chairman Watkins and applauded by the board and staff. Mrs. Draves and Ms. Escobar provided comments. Cake and punch was provided at the conclusion of the board meeting.

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## **Committee Reports**

### Bylaws

Commissioner Barber noted that the Bylaws Committee did not meet. However, due to the issues regarding a jurisdiction-wide resident council, he would be reconvening the committee to review the Board's policies and practices regarding resident councils.

### Finance

Commissioner McDonald reported that the Finance Committee met on December 13, 2017 with the following commissioners and staff present: T. Rhodes, M. Watkins, D Tomasic, A. McDonald, M. Scott, B. Meeks, T. Shomin, M. Linnell and V. Sanders. Chairman McDonald also provided a written report. The next meeting is scheduled for February 5, 2018 when they will review the RFP's for the financing package for the purchase of the properties on Meadowlark Lane.

Inclusion and Public Information

Commissioner Warner noted that the Inclusion and Public Information Committee will meet on January 29, 2018 at 10 a.m.

Personnel

In Vice-Chairman Banks' absence, Commissioner Warner noted that this committee met to discuss hiring, employment, the residency requirement and options to adjusting the policy. Mr. Scott noted that he was compiling information on the salary breakdown for the next meeting.

Development and Improvement

Chairman Watkins noted this committee met two days ago to discuss the progress with Meadowlark I and II. We are going through a change of zone with the UG for Meadowlark II. We have contract on both properties.

Resident Participation

Commissioner Wilson provided the board with a written report.

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Chairman Watkins noted that CHIG will meet again in January 2018.

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Chairman Watkins asked Mrs. Draves to introduce her staff. Present was Marcos Oropeza, Section 8 Inspector; Arnita Wilson, Section 8 Specialist; Tonya Lewis, Administrative Assistant; Cherrie Escobar, Section 8 Coordinator and Dana Clark, Section 8 Specialist.

Public Comments

Chairman Watkins called for comments and there were no comments. He went on to explain that the language was clarified on the agenda to address comments made by Commissioner Sykes last month.

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**New Business Consent Items**

Commissioner Barber asked that Resolution No. 3357 be pulled for discussion.

Commissioner McDonald made a motion to approve Resolution Nos. 3356 and 3358—3360. Commissioner Barber seconded the motion and the following vote was recorded:

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

Motion carried.

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Resolution No. 3356, authorizing Certifications of Compliance with the PHA Plan and Related Regulations including Required Civil Rights Certification.

This resolution authorizes the submission of HUD form 50077-ST-HVC-HP (12/2014) and 50077-CR (2/2013).

Resolution No. 3356—AUTHORIZING CERTIFICATIONS OF COMPLIANCE WITH THE PHA PLAN AND RELATED REGULATIONS INCLUDING REQUIRED CIVIL RIGHTS CERTIFICATIONS.

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Resolution No. 3358, approve Annual Utility Allowance Adjustment Proposed Utility Rate Changes—effective January 1, 2018.

This resolution approves a utility allowance adjustment to cover residents' reasonable utility costs which are applied against the total tenant payment (TTP) calculation to determine the net monthly rent. This adjustment is required by HUD when utility rates increase by 10% or more. The Housing Authority is using utility rates being proposed by Johnson Controls and reflects changes made by the energy performance contract. Residents were given a 30-day comment period before the adjustments would go into effect. No comments were received. The proposed changes take effect January 1, 2018.

RESOLUTION NO. 3358—APPROVE ANNUAL UTILITY ALLOWANCE ADJUSTMENT PROPOSED UTILITY RATE CHANGES—EFFECTIVE JANUARY 1, 2018.

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Resolution No. 3359, authorizing the disposal of scrap metal.

This resolution authorizes the disposal of 21 ranges and 11 refrigerators according to the Housing Authority's disposal procedure for personal property.

RESOLUTION NO. 3359—AUTHORITY TO DISPOSE OF SCRAP METAL.

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Resolution No. 3360, authorizing the donation of 7 refrigerators and 1 range.

This resolution authorizes the disposal of Housing Authority personal property for donation to Habitat for Humanity Re-Store, a non-profit which provides support to Habitat for Humanity.

RESOLUTION NO. 3360—AUTHORITY TO DONATE 7 REFRIGERATORS AND 1 RANGE.

**New Business Discussion Item**

Resolution No. 3357, authorizing PHA Certification of Compliance with FY 2018 Capital Fund Program Five-Year Plan, was introduced.

Commissioner Barber posed two questions: 1) What was meant by management improvements. Mr. Scott noted these are improvements that affect all our participants in our housing programs. 2) He asked about security camera improvements and the fact the Glanville was not included. Mrs. Linnell explained that Glanville was already included in the grant.

Commissioner Warner made a motion to approve Resolution No. 3357. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Barber, Frey, Jefferson, McDonald, Sykes, Warner, Watkins, Wilson

NAYS: None

ABSENT: Banks, Breitenstein, Frey, Rhodes, Tomasic,

ABSTAIN: None

Motion carried.

RESOLUTION NO. 3357—AUTHORIZING PHA CERTIFICATION OF COMPLIANCE WITH FY 2018 CAPITAL FUND PROGRAM FIVE-YEAR PLAN.

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The Chair recognized Commissioner Sykes who had further questions regarding when tenants could speak at the board meeting. He noted his concern that tenants will not know what is on the agenda and he asked that parts of the original statement be placed back into the comment portion of the agenda. Chairman Watkins noted that this would be taken into consideration.

Commissioner Jefferson asked if staff has attended the Community Health Improvement Plan for Safe and Affordable Housing needs. Mr. Scott noted that Ms. Davis-Mays and Chairman Watkins have attended a few of the meetings and that he was planning to begin attending meetings in 2018.

Commissioner McDonald made the motion to adjourn. Commissioner Sykes seconded the motion and it passed unanimously.

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Matt Watkins, Chairman

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Milton Scott, Executive Director