



INDEPENDENCE HOUSING AUTHORITY

SECRETARY'S REPORT

July 2021

BOARD MEETING

A. General Operations

1. The Fire Unit at 501HT finally has City of Independence approval of contractor to complete the restoration work. Work will begin the last week of July after the contractor acquires a city inspection prior to start to ensure that all requirements are told upfront.
2. Powell CWM, IHA Architects, are finalizing specifications and drawings on the Brick Tuckpointing job at Pleasant Heights West and North sides. IHA provided the architects the Davis-Bacon Wage Rates for Buildings (latest version as of July 9, 2021) as well as the Advertisement for the RFP.
3. Powell CWM are working on plans for enclosing the maintenance parking at the bottom of Pleasant Heights parking lot where our two snow plow trucks, maintenance on-call van and Jobs Plus ADA Passenger Van is parked. Currently, we are having our fence cut on the back side where the tree line is adjoining the Church of Christ parking lot. One of our snow plow trucks had its Catalytic Converter removed and we had to replace under insurance claim. IHA wants to enclose the parking area with a metal siding and roof to provide more security for the vehicles and get the vehicles out of the weather. We will remove the shed that is current there and enclose the entire fenced in area for storage and vehicles.
4. IHA Administration and BGC had a meeting regarding IHA's proforma financial data that BGC began to create with current budget, unit information, RAD rents current, FMR rents current to show what rental structure could be obtained once LIPH units were converted either to PBV or Project Based Vouchers or PBRA or Project Based Rental Assistance. Current numbers are being reviewed by IHA administration to see if projects will be viable to begin a more in-depth view. This is the preliminary beginning of the development process.
5. Central Office Siding and Front Entrance Canopy project specifications has been completed by Architects and project permit application for the City of Independence has been signed and sent to the City for processing. The bidding for this work has been done but both bids were higher than our ICE or Independent Cost Estimate but due to material costs, the lowest bidder was fair on where it should be but he turned out to not have a contractor license. The second bidder was more than double the lowest bidder and that bid has been thrown out. IHA has reopened the bidding process on the siding and canopy construction project. IHA should get two more bids within the next week or two.

6. IHA has requested a SEMAP rescore for 2020 and 2021 FYE information. HUD Field Office has relayed our request and awaiting word on when this process can be completed and finally move us back to High Performer status from Standard Performer status. IHA plans on applying for MTW status for its housing authority programs. MTW stands for Moving to Work. This platform that HUD allows housing authorities to move into has decreased reporting and restrictions against program rules. The new MTW applications will allow more flexibility and incentives with landlords on the voucher program side. We need this incentive flexibility to get more landlords on board with the voucher assistance program and provide more unit choices for our voucher holders.
7. IHA Jobs Plus ADA Passenger Van continues to have issues arise. Battery or battery connections continue to have issues. Starter has begun to show problems as well as key fobs. IHA already has had to purchase two new fobs because the old ones will not start the van.
8. Powell CWM are finalizing our Secured Garage plans. The City agreed to allow the new canopy front to be the actual front point for the garage instead of where the existing entry door is currently. This will save us from having to clear, grade, backfill and concrete an extra 11 feet of concrete for the pad. This will save IHA quite a bit of money.
9. IHA has met with Fast Signs and as soon as the siding is replaced and canopy constructed on the main building, Fast Signs will install a much larger IHA logo sign onto the rocks at the stairwell.
10. IHA has had to cut down and remove 2 trees during storm damage in the prior month. Luckily, no damage to the roof occurred.
11. Un-Restricted Reserve and Balance Summary for FYE 03/31/2022
12. HCV Statistics for June 2021 (see enclosed)
13. LIPH Statistics for June 2021 (see enclosed)

B. Capital Fund Program Update

1. Pleasant Heights Elevator Renovation project is hopefully going to get bid on an RFP in the next 30-days, once the architects provide the updated specifications for the job. The only items that need replaced on these elevators are: Interior Doors and Exterior Doors for each floor; All interior buttons; all interior ceiling lighting to LED lighting; all flooring removed and replaced with LVT planks; all hallway station button panels and to ensure that the elevator cars have audio floor recognition as well as visual up/down arrows. IHA anticipates that these repairs should come in around \$200,000 or so.
2. 2019 CFP ESSG Grant for the Carbon Monoxide Detectors for the \$41,778 has been started by purchasing around \$30,249.45 for wired w/battery backup and battery only Carbon Monoxide/Smoke Detector Combos to replace at Hocker Heights. IHA ordered a 2nd round of \$7,956.9 in July and have \$1,259.65. IHA can only order what the seller has in quantity and has to wait on restock. Once the battery only Combo units are restocked, IHA will finish out the remainder of the grant.
3. IHA is getting ready to complete an RFP for Trash Compactor at Pleasant Heights and 2 for Southview Manor, one for each building. They are getting old and are having issues. These need replaced and get new bins for the compactors. Extra Bins will be ordered for replacements.