

AGENDA

SALINA HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
Conference Room
469 S. 5th Street – Salina, KS 67401
Tuesday, September 24, 2019 – 4:30 PM

AGENDA

- I. CALL TO ORDER
- II. APPROVAL OF AGENDA
- III. OPEN FORUM
 - a. None
- IV. ELECTION OF OFFICERS
 - a. Nomination of Board Chair and Vice-Chair
- V. CONSENT AGENDA ITEMS
 - a. Approve the Meeting Minutes of August 27, 2019
 - b. Approve the Secretary & Operations Reports from August 2019
 - c. Approve the Financials for July & August 2019
 - d. Approve the Director's Report
- VI. OLD BUSINESS
 - a. Development Update
- VII. NEW BUSINESS
 - a. Resolution No. 2019-1031 Approving FY2020 Payment Standard
 - b. FY 2019 Public Housing Assessment System
- VIII. COMMISSIONER'S COMMENTS
- IX. ADJOURNMENT

OPEN FORUM

The Open Forum item is an opportunity for members of the public to provide input and feedback regarding programs and services of the Salina Housing Authority. Items of a personal, individual or confidential nature should not be addressed during the Open Forum and should be addressed directly with Salina Housing Authority management.

Election of Officers

CONSENT AGENDA

- a. Approval of Minutes
- b. Approval of Secretary Report & Operations Report
- c. Approval of Financials
- d. Approval of Director's Report

**SALINA HOUSING AUTHORITY BOARD OF COMMISSIONERS
REGULAR MEETING**

469 S. 5th St., Salina, Kansas
Tuesday, August 27, 2019
4:30 PM

MEMBERS PRESENT: Eric Brown
Susan Weis
Beth Reichenberger

MEMBERS ABSENT: Kimberly Trigg

CITY COMMISSION LIAISON: None

STAFF PRESENT: Tina Bartlett, Executive Director
Kim Deal, Finance Manager

I. CALL TO ORDER

The regular meeting of the Board of Commissioners of the Housing Authority was called to order at 4:30 PM by Commission Chair Brown.

II. NEW MEMBER WELCOME & INTRODUCTIONS

Ms. Beth Reichenberger was introduced and welcomed as a new commissioner.

III. APPROVAL OF AGENDA

Ms. Weis moved to approve the agenda as listed. Ms. Reichenberger seconded the motion. The motion carried 3-0.

IV. OPEN FORUM

None.

V. CONSENT AGENDA ITEMS

Ms. Deal discussed fiscal year 2019 program results and variances to results from fiscal year 2018. Ms. Bartlett reviewed HCV set-aside funding awards, upcoming funding applications, staffing changes and the status of the operating reserve litigation. Ms. Weis moved to approve the Consent Agenda Items a. through d. as listed, consisting of the minutes of the June 25, 2019 regular meeting, June 2019 and July 2019 Secretary and Operations reports, June 2019 financials, and the Director's report. Ms. Reichenberger seconded the motion. There being no further questions or comments, the motion carried 3-0.

VI. OLD BUSINESS

a. Update on development - Ms. Bartlett outlined the physical needs assessments, appraisals of units, and proposals for environmental reviews. She discussed the City of Salina study sessions she attended in August and the resident meetings conducted August 12 and 13. Copies of the questions and answers from the meetings were distributed. There was a brief discussion concerning the mayor's letter of support.

VII. NEW BUSINESS

a. SEMAP Certification – Ms. Deal gave an overview of the self-certification process, including the number of files sampled for each indicator and this year’s results. There being no further questions or discussions, Ms. Weis moved to approve Resolution 2019-1030, adopting the Section Eight Management Assessment Certification for fiscal year 2019. Ms. Reichenberger seconded the motion. Motion carried 3-0.

VIII. COMMISSIONERS’ COMMENTS


None

IX. ADJOURNMENT

The meeting adjourned at 5:44 PM.

**Next regular meeting will be Tuesday, September 24, 2019 at 4:30 PM
at the Salina Housing Authority office.**

Our Mission: The Salina Housing Authority is dedicated to providing and advocating affordable, safe living environments and opportunities to become self-sufficient for persons of very low to moderate income.



Tina Bartlett, Secretary

9/24/2019



Eric Brown, Board Chair

9/24/2019

SECRETARIAL REPORT

August 2019

Administration

- Tenant Meetings for RAD were held on August 12 and August 13
- Rachel, Suzanne and Tina attended MAAClink refresher course on August 22.
- Rachel has completed FSS training.

Tenant reports and activity

- Public Housing had 15 inspections in August (9 annual, 3 move-in, 1 transfer, 0 special and 0 move-outs).
- Public Housing had 0 evictions in August.
- 8 HVC/VASH annual inspections, 2 re-inspections, 5 HCV move-in inspections, 2 HCV move-in re-inspections, 0 Mainstream move-in inspections, 0 Shelter Plus Care inspections, 0 Enhanced Tenant Protection inspections, 0 VASH inspection, 0 TBRA inspection, and 1 Special/Complaint inspection.
- 1 HCV orientations, 1 Public Housing orientation, 0 Shelter Plus Care orientations, and 1 VASH orientation were held in August.
- 54 Notices for nonpayment of rent or security deposits were sent August 5th and 4 families was terminated for nonpayment.
- 3 Public Housing Grievance Hearings and 0 Panels were held in August. 0 grievances were upheld and 3 were overturned. 5 HCV Grievances Hearings were held. 3 were upheld and 2 were overturned. 0 Shelter Plus hearings were held. 0 was upheld and 0 were overturned. 0 VASH Grievance Hearing were held. 0 were upheld and 0 were overturned.
- Public Housing Resident Advisory Board Meeting was set for August 15, but no tenants attended so no meeting was held.
- “Wipeout Meeting” was held on August 8. 1 Public Housing tenant, 4 Section 8 tenants, 0 Shelter Plus Care tenant and 0 VASH tenants attended.
- 1 voucher from other Housing Authorities.

Maintenance and Capital Improvements

- Maintenance received 52 total work orders, 31 routine work orders, 6 emergency work orders, and 15 other work orders. Of the 52 received, 37 had been processed by the end date of this report.
- Number of houses turned over in August was 3.
- The average turnaround time for maintenance in August was 13 days. The year to date net turnover time is 19.86 days with 0.14 days for lease up and 1.71 down time.

Completed CFP Projects:

- **1317 Osage Ct:** This unit is receiving one new energy star window.
- **235 E Harsh:** This unit is receiving one new energy star window.
- **2034 Tulane Ct:** This unit is receiving one new energy star window.
- **630 Park Pl:** This unit is receiving a low water toilet.
- **881 Seneca:** Partial bath remodel including, new bath tub, shower walls, shower control, waste and overflow drain, exterior vented bath fan, and window deleted.
- **Lowe's:** 4 more refrigerators and stoves being added to ongoing unit appliance updates.

- **861 Choctaw:** Energy star front door installed.
- **416 Missouri:** New 407c condensation unit replaced on HVAC system.
- **1538 Pueblo:** New Hardwired smoke and co alarm system installed.

Current CFP projects include:

- **1102 Crown Ct:** Living room window replacement. Windows in stock and will be installed as weather and schedule permits.
- **768 Choctaw:** This unit is having the kitchen and bathroom remodeled. Additional work to be completed during the remodel includes 4 new interior doors, 1 new energy star door, 2 windows will be removed, the openings resized and new energy star windows installed. The garage door will be replaced along with the water heater. A living room closet which is an impediment to entry and exit of the unit will also be deleted. Update: Windows have been completed, closet deleted, garage door replaced, sheetrock ceilings throughout the unit have been re anchored, kitchen and bathroom demo complete, electrical layout complete, cabinet installation bracing installed, energy star door installed. Electrical contract is complete. Interior door installation and painting is near complete. Plumbing contractor is currently working in unit with painters. This unit to be completed by 10-31-19
- **663 Viemont;** This unit is receiving new HVAC system including relocation of system and duct work, Kitchen remodel, bathroom remodel, exterior and interior door replacement, partial window replacement, and new flooring throughout the unit. Update: furnace room has been modified for new system, energy star doors have been installed, kitchen and bathroom demo and interior doors installed. HVAC contract has completed and is currently being followed by plumbing and electrical.
- **127 W Beloit:** This front porch roof and 2nd story deck are being deleted due to unsafe conditions and replaced with new railings and handrails. A patio door will be deleted and reframed to fit and energy star window. Shutters and door awning will be added and siding repaired. Electrical will be modified to remove 2nd story deck wiring and lighting no longer needed. This unit is 80% complete expected to be finalized by 9-30-19

FSS Grant

- Rachel has met with a majority of the participants and has been successfully observing and providing resources for them. She has spent time with other agencies in an attempt to collaborate services and build upon the relationship between FSS and the community.
- Rachel has presented FSS during orientations and has communicated to new tenants about the program and benefits.
- Public Housing has 18 participants.
- Housing Choice Voucher has 9 participants.
- 0 Graduates from FSS Program

OPERATIONS REPORT
8/31/2019

PUBLIC HOUSING

TURNOVERS:

	<u>In August:</u>			
1 bedroom:	0		Move outs:	5
2 bedroom:	2		Terminations:	5
3 bedroom:	1		Evictions:	0
4 bedroom:	0		Transfers:	0
5 bedroom:	0		Skips:	0
			Lease-ups:	3

RENTS:

	<u>8/19</u>	<u>8/18</u>	<u>8/17</u>
Highest	\$1,138	\$766	\$1,026
Lowest:	(\$187)	(\$203)	(\$244)
Total:	\$30,028	\$21,908	\$24,623
Average:	\$191	\$142	\$166
Utility checks:	45	51	39

WAITING LIST:

	<u>8/19</u>	<u>8/18</u>	<u>8/17</u>
1 bedroom:	2	0	1
2 bedroom:	87	60	86
3 bedroom:	31	31	31
4 bedroom:	7	4	10
5 bedroom:	<u>3</u>	<u>1</u>	<u>3</u>
	130	96	131

MOVE OUTS:

	<u>MI date</u>	<u>MO date</u>	<u>Rent</u>	<u>SD paid</u>	<u>Owe</u>	<u>Refund</u>	<u>Reason</u>
JB	5/7/18	8/20/19	\$597	\$650	\$249		Lease Violation
GK	4/10/19	8/21/19	\$90	\$650	\$440		Lease Violation
MR	11/30/17	8/22/19	\$8	\$650			Lease Violation
DR	8/22/18	8/12/19	\$569	\$700	\$2,180.94		Lease Violation
TV	3/27/19	8/19/19	\$268	\$500		\$187	Lease Violation

SECTION 8, SHELTER PLUS, & VASH

VOUCHERS:

	<u>8/19</u>	<u>8/18</u>	<u>8/17</u>
Section 8 Baseline units	317	317	317
Total under lease effective 8/31/19:	272	303	300
Total issued but not leased:	13	34	0
Total Shelter Plus under lease	14	17	27
Total VASH under lease	28	29	23
Total Mainstream under lease	22	0	0

Voucher Turnover:

		<u>8/19</u>	<u>8/18</u>	<u>8/17</u>
New Move-ins	Section 8	4	13	0
	Shelter Plus	1	1	2
	VASH	1	2	0
	NED	1	NA	NA

Move-outs	Section 8	6	9	4
	Shelter Plus	2	0	2
	VASH	0	1	2
	NED	0	NA	NA
Transfers	Section 8	1	2	2
	Shelter Plus	0	0	0
	VASH	0	0	0
	NED	0	NA	NA
Waiting list:		405	233	386

Section 8 waiting list was opened on January 2, 2015

FINANCIAL SUMMARY

July 2019

COCC

COCC revenue is under budget by \$358. Annual management fees from Public Housing of \$19,440 are budgeted monthly, but are drawn down as a lump sum which accounts for a \$1,620 decrease. Interest revenue is over budget \$766.

COCC expenses are under budget by \$2,438. Most of this variance is in staff training and travel and accounting fees.

Public Housing

Public Housing revenue is over budget by \$1,730, primarily consisting of higher than expected rental income.

Public Housing expenses are under budget by \$16,403. The administrative asset management fee of \$19,440 is budgeted monthly, but drawn down as a lump sum, accounting for a \$1,620 decrease. Maintenance materials and contracted services are below budget by \$1,523 and \$5,113, respectively. Accrued PILOT expenses were not recorded, so under budget by \$2,167. Net collection loss expenses are under budget by \$2,470.

Section 8

Section 8 administrative revenue is over budget by \$3,720. Retroactive HUD admin fees of \$3,866 for their 2018 calendar year reconciliation were received in July.

Section 8 administrative expenses are under budget by \$5,852. This variance is due to a position vacancy and staff reallocation.

COCC continues to loan funds to Section 8 to cover the administrative funding shortage. A \$4,000 loan repayment from Section 8 to COCC was made in July, making the total loan balance \$14,000 on July 31. This loan is reflected on the balance sheet of both programs.

As of July 31, the Net Restricted Position is \$15,113. This does not include unspent Mainstream funding of \$4,009. These funds are held by the housing authority and restricted in use for future HAP expenses.

Funding and expenses for VASH Extraordinary Fees are being tracked and reported separately. This funding is for direct services to veterans to increase our leasing success rate.

Shelter Plus Care

Shelter Plus Care administrative revenue is right on budget.

Shelter Plus Care administrative expenses are under budget by \$148.

COCC continues to loan funds to Shelter Plus Care to cover the administrative expense shortage. No loan transactions were made in July. The total loan balance is \$4,600. This loan is reflected on the balance sheet of both programs.

Investments & Pledged Amounts

July 2019

	Bennington State Bank	First Bank Kansas	Total by Program
LOW RENT:			
Petty Cash	\$ 50.00		
Checking	\$ 274,948.78		
Money Market	\$ 397,223.54		
Checking-Cafeteria Plan	\$ 3,884.40		
CD #100014931	\$ 155,710.28		
CD #6710111		\$ 111,827.19	
CD #6713580		\$ 105,582.47	
CD # 6710214		\$ 111,840.84	
CD #6706887		\$ 65,764.59	\$ 1,226,832.09
COCC:			
Checking	\$ 611,946.80		
Money Market FSS Escrow		\$ 41,701.27	\$ 653,648.07
SECTION 8/VASH:			
Checking	\$ 21,638.17		
Checking - VASH EAF	\$ 25,529.14		\$ 47,167.31
HOME:			
Checking	\$ 265,834.81		
CD #6710324		\$ 32,803.98	
CD #101395		\$ 29,847.54	\$ 328,486.33
SHELTER PLUS CARE:			
Checking	\$ 1,479.54		\$ 1,479.54
TBRA:			
Checking	\$ 1,010.16		\$ 1,010.16
SHA Assets:	\$ 1,759,255.62	\$ 499,367.88	\$ 2,258,623.50
Percentage of Total Invest:	78%	22%	100%
			\$ 2,258,623.50
AMOUNTS PLEDGED:	\$ 1,540,000.00	\$ 750,000.00	
PLUS MINIMUM FDIC:	\$ 250,000.00	\$ 250,000.00	
	\$ 1,790,000.00	\$ 1,000,000.00	
Over (Under) Pledged	\$ 30,744.38	\$ 500,632.12	
Date of pledge:	7/31/2019	7/31/2019	

COCC - July 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Bookkeeping/Mgmt Fees	\$ 18,484	\$ 19,516	95%	\$ 18,484	\$ 19,516	95%	\$ 234,193
Rental Fees	\$ 2,861	\$ 2,861	100%	\$ 2,861	\$ 2,861	100%	\$ 34,330
Interest	\$ 1,099	\$ 333	330%	\$ 1,099	\$ 333	330%	\$ 4,000
Other Income	\$ 19	\$ 110	17%	\$ 19	\$ 110	17%	\$ 1,320
Totals	\$ 22,462	\$ 22,820	98%	\$ 22,462	\$ 22,820	98%	\$ 273,843
Expenses							
Administrative	\$ 17,585	\$ 20,102	87%	\$ 17,585	\$ 20,102	87%	\$ 241,225
Utilities	\$ -	\$ 125	0%	\$ -	\$ 125	0%	\$ 1,500
Maintenance	\$ -	\$ 225	0%	\$ -	\$ 225	0%	\$ 2,700
Protective Services	\$ 51	\$ 17	306%	\$ 51	\$ 17	306%	\$ 200
General/Insurance	\$ 736	\$ 342	215%	\$ 736	\$ 342	215%	\$ 4,100
Total Expenses	\$ 18,372	\$ 20,810	88%	\$ 18,372	\$ 20,810	88%	\$ 249,725
Profit or (Loss) for Year	4,090	2,010		4,090	2,010		24,118
	Profit	Profit		Profit	Profit		Profit

Public Housing - July 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Rental Income	\$ 26,662	\$ 24,583	108%	\$ 26,662	\$ 24,583	108%	\$ 295,000
Other Income	\$ 11,596	\$ 12,665	92%	\$ 11,596	\$ 12,665	92%	\$ 151,981
Interest	\$ 115	\$ 542	21%	\$ 115	\$ 542	21%	\$ 6,500
Operating Subsidy	\$ 32,772	\$ 31,625	104%	\$ 32,772	\$ 31,625	104%	\$ 379,500
Totals	\$ 71,145	\$ 69,415	102%	\$ 71,145	\$ 69,415	102%	\$ 832,981
Expenses							
Administrative	\$ 22,320	\$ 27,493	81%	\$ 22,320	\$ 27,493	81%	\$ 329,914
Tenant Services	\$ -	\$ 319	0%	\$ -	\$ 319	0%	\$ 3,825
Utilities	\$ 400	\$ 1,342	30%	\$ 400	\$ 1,342	30%	\$ 16,100
Maintenance	\$ 19,570	\$ 25,562	77%	\$ 19,570	\$ 25,562	77%	\$ 306,748
General/Insurance/Coll Loss	\$ 9,425	\$ 13,402	70%	\$ 9,425	\$ 13,402	70%	\$ 160,820
Casualty Loss/Grant Receipt	\$ -	\$ -		\$ -	\$ -		\$ -
Total Expenses	\$ 51,714	\$ 68,117	76%	\$ 51,714	\$ 68,117	76%	\$ 817,407
Profit or (Loss) for Year	19,430	1,298		19,430	1,298		15,574
	Profit	Profit		Profit	Profit		Profit

Section 8 - July 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Admin Fees Earned	\$ 18,515	\$ 14,845	125%	\$ 18,515	\$ 14,845	125%	\$ 178,135
Interest	\$ 11	\$ 4		\$ 11	\$ 4		\$ 50
Shelter Plus/TBRA Fees	\$ 41	\$ 98	42%	\$ 41	\$ 98	42%	\$ 1,181
Fraud Recovery	\$ 221	\$ 120	183%	\$ 221	\$ 120	183%	\$ 1,444
Totals	18,788	15,068	125%	18,788	15,068	125%	180,810
Expenses							
Administrative	\$ 9,381	\$ 15,233	62%	\$ 9,381	\$ 15,233	62%	\$ 182,795
Total Expenses	9,381	15,233	62%	9,381	15,233	62%	182,795

Profit or (Loss) for Year
 Profit 9,407 (165) Profit 9,407 (165) Loss (1,985)

VASH Extraordinary Admin Funding:

Revenue to Date	\$ -	\$ -	0%	\$ 36,000	\$ -	0%	\$ -
Expenses to Date	\$ 475	\$ -	0%	\$ 10,471	\$ -	0%	\$ -
Balance	(475)	\$ -	0%	\$ 25,529	\$ -	0%	\$ -

Shelter Plus Care - July 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Grant Revenue	\$ 454	\$ 454	100%	\$ 454	\$ 454	100%	\$ 5,445
Admin Fees Earned	\$ -	\$ -		\$ -	\$ -		\$ -
Other Misc Revenue	\$ -	\$ -		\$ -	\$ -		\$ -
Interest	\$ 0	\$ -		\$ 0	\$ -		\$ -
Totals	454	454	100%	454	454	100%	5,445
Expenses							
Administrative	\$ 472	\$ 620	76%	\$ 472	\$ 620	76%	\$ 7,441
Total Expenses	472	620	76%	472	620	76%	7,441

CFP Grant Year 2018 - July 2019

Expenses	Actual Month	Actual Grant YTD	Grant Budget	%
Sewers/Exterior Plumbing	-	-	\$ 3,000	0%
Concrete	-	-	\$ 2,000	0%
Roofs	-	2,396	\$ 18,000	13%
Floors	-	451	\$ 25,000	2%
Kitchens	-	3,998	\$ 35,000	11%
Bathrooms	1,072	3,237	\$ 25,000	13%
HVAC/Electrical	-	896	\$ 16,870	5%
Foundations	-	-	\$ -	
Interior Plumbing	1,075	7,291	\$ 14,000	52%
Siding	-	-	\$ 1,000	0%
Windows	-	699	\$ 2,000	35%
Other Attached Exterior/Gutters	-	-	\$ 2,000	0%
Doors	-	5,883	\$ 10,000	59%
Decks	-	-	\$ -	
Stoves & Refrigerators	3,171	13,256	\$ 20,000	66%
Maintenance Labor & Benefits	194	3,709	\$ 14,833	25%
Total Unit Expenses	5,512	41,816	\$ 188,703	22%
Sheds	-	-	\$ -	
Maintenance Buildings	-	-	\$ 5,000	0%
Contracting Labor & Benefits	372	2,051	\$ 4,500	46%
COCC Management Fees	2,430	17,010	\$ 29,244	58%
Transferred to Operations	5,000	35,000	\$ 65,000	54%
Total CFP 2018 Expenses	13,314	95,878	292,447	33%

Grant expenditures began January 2019.

FINANCIAL SUMMARY

August 2019

COCC

YTD COCC revenue is under budget by \$944. Annual management fees from Public Housing of \$19,440 are budgeted monthly, but are drawn down as a lump sum which accounts for a \$3,240 decrease. Interest revenue is over budget \$1,455.

YTD COCC expenses are under budget by \$3,476. Most of this variance is in staff training and travel and accounting fees.

Public Housing

YTD Public Housing revenue is over budget by \$7,464, primarily consisting of higher than expected rental income of \$5,888. Operating subsidy is over budget by \$2,293.

YTD Public Housing expenses are under budget by \$14,599. The administrative asset management fee of \$19,440 is budgeted monthly, but drawn down as a lump sum, accounting for a \$3,240 decrease. Maintenance materials and contracted services are below budget by \$1,877 and \$3,683, respectively. Net collection loss expenses are under budget by \$5,208.

Section 8

YTD Section 8 administrative revenue is over budget by \$3,365. Retroactive HUD admin fees of \$3,866 for their 2018 calendar year reconciliation were received in July.

YTD Section 8 administrative expenses are under budget by \$9,015. This variance is due to a position vacancy and staff reallocation.

COCC continues to loan funds to Section 8 to cover the administrative funding shortage. No loan transactions were made in August. The total loan balance was \$14,000 on August 31. This loan is reflected on the balance sheet of both programs.

As of August 31, the Net Restricted Position is \$26,686. This does not include unspent Mainstream funding of \$3,106. These funds are held by the housing authority and restricted in use for future HAP expenses.

Funding and expenses for VASH Extraordinary Fees are being tracked and reported separately. This funding is for direct services to veterans to increase our leasing success rate.

Shelter Plus Care

Shelter Plus Care administrative revenue is right on budget.

Shelter Plus Care administrative expenses are under budget by \$75.

COCC continues to loan funds to Shelter Plus Care to cover the administrative expense shortage. No loan transactions were made in August. The total loan balance is \$4,600 on August 31. This loan is reflected on the balance sheet of both programs.

Investments & Pledged Amounts

August 2019

	Bennington State Bank	First Bank Kansas	Total by Program
LOW RENT:			
Petty Cash	\$ 50.00		
Checking	\$ 292,787.55		
Money Market	\$ 397,897.73		
Checking-Cafeteria Plan	\$ 3,963.31		
CD #100014931	\$ 156,004.64		
CD #6710111		\$ 111,827.19	
CD #6713580		\$ 105,582.47	
CD # 6710214		\$ 111,840.84	
CD #6706887		\$ 65,764.59	\$ 1,245,718.32
COCC:			
Checking	\$ 614,418.64		
Money Market FSS Escrow		\$ 43,715.02	\$ 658,133.66
SECTION 8/VASH:			
Checking	\$ 34,617.37		
Checking - VASH EAF	\$ 25,504.14		\$ 60,121.51
HOME:			
Checking	\$ 265,845.96		
CD #6710324		\$ 32,803.98	
CD #101395		\$ 29,847.54	\$ 328,497.48
SHELTER PLUS CARE:			
Checking	\$ 1,385.08		\$ 1,385.08
TBRA:			
Checking	\$ 1,010.39		\$ 1,010.39
SHA Assets:	\$ 1,793,484.81	\$ 501,381.63	\$ 2,294,866.44
Percentage of Total Invest:	78%	22%	100%
			\$ 2,294,866.44
AMOUNTS PLEDGED:	\$ 1,555,000.00	\$ 750,000.00	
PLUS MINIMUM FDIC:	\$ 250,000.00	\$ 250,000.00	
	\$ 1,805,000.00	\$ 1,000,000.00	
Over (Under) Pledged	\$ 11,515.19	\$ 498,618.37	
Date of pledge:	8/31/2019	8/31/2019	

COCC - August 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Bookkeeping/Mgmt Fees	\$ 18,310	\$ 19,516	94%	\$ 36,794	\$ 39,032	94%	\$ 234,193
Rental Fees	\$ 2,861	\$ 2,861	100%	\$ 5,721	\$ 5,722	100%	\$ 34,330
Interest	\$ 1,024	\$ 333	307%	\$ 2,122	\$ 667	318%	\$ 4,000
Other Income	\$ 41	\$ 110	37%	\$ 59	\$ 220	27%	\$ 1,320
Totals	\$ 22,235	\$ 22,820	97%	\$ 44,697	\$ 45,641	98%	\$ 273,843
Expenses							
Administrative	\$ 18,499	\$ 20,102	92%	\$ 36,084	\$ 40,204	90%	\$ 241,225
Utilities	\$ 233	\$ 125	187%	\$ 233	\$ 250	93%	\$ 1,500
Maintenance	\$ 310	\$ 225	138%	\$ 310	\$ 450	69%	\$ 2,700
Protective Services	\$ -	\$ 17	0%	\$ 51	\$ 33	153%	\$ 200
General/Insurance	\$ 731	\$ 342	214%	\$ 1,467	\$ 683	215%	\$ 4,100
Total Expenses	\$ 19,773	\$ 20,810	95%	\$ 38,145	\$ 41,621	92%	\$ 249,725
Profit or (Loss) for Year	Profit 2,462	Profit 2,010		Profit 6,552	Profit 4,020		Profit 24,118

Public Housing - August 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Rental Income	\$ 28,393	\$ 24,583	115%	\$ 55,055	\$ 49,167	112%	\$ 295,000
Other Income	\$ 12,964	\$ 12,665	102%	\$ 24,560	\$ 25,330	97%	\$ 151,981
Interest	\$ 1,021	\$ 542	189%	\$ 1,136	\$ 1,083	105%	\$ 6,500
Operating Subsidy	\$ 32,772	\$ 31,625	104%	\$ 65,543	\$ 63,250	104%	\$ 379,500
Totals	\$ 75,150	\$ 69,415	108%	\$ 146,294	\$ 138,830	105%	\$ 832,981
Expenses							
Administrative	\$ 26,241	\$ 27,493	95%	\$ 48,560	\$ 54,986	88%	\$ 329,914
Tenant Services	\$ 980	\$ 319	307%	\$ 980	\$ 638	154%	\$ 3,825
Utilities	\$ 1,315	\$ 1,342	98%	\$ 1,715	\$ 2,683	64%	\$ 16,100
Maintenance	\$ 27,238	\$ 25,562	107%	\$ 46,808	\$ 51,125	92%	\$ 306,748
General/Insurance/Coll Loss	\$ 14,028	\$ 13,402	105%	\$ 23,572	\$ 26,803	88%	\$ 160,820
Casualty Loss/Extraordinary	\$ -	\$ -		\$ -	\$ -		\$ -
Total Expenses	\$ 69,802	\$ 68,117	102%	\$ 121,636	\$ 136,235	89%	\$ 817,407
Profit or (Loss) for Year	Profit 5,348	Profit 1,298		Profit 24,658	Profit 2,596		Profit 15,574

Section 8 - August 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Admin Fees Earned	\$ 14,151	\$ 14,845	95%	\$ 32,666	\$ 29,689	110%	\$ 178,135
Interest	\$ 11	\$ 4		\$ 23	\$ 8		\$ 50
TBRA and Other Fees	\$ 41	\$ 98	42%	\$ 83	\$ 197	42%	\$ 1,181
Fraud Recovery	\$ 509	\$ 120	423%	\$ 729	\$ 241	303%	\$ 1,444
Totals	14,712	15,068	98%	33,500	30,135	111%	180,810
Expenses							
Administrative	\$ 12,069	\$ 15,233	79%	\$ 21,451	\$ 30,466	70%	\$ 182,795
Total Expenses	12,069	15,233	79%	21,451	30,466	70%	182,795
Profit or (Loss) for Year	2,643	(165)		12,050	(331)		(1,985)
	Profit	Loss		Profit	Loss		Loss

VASH Extraordinary Admin Funding:

Revenue to Date	\$ -	\$ -	0%	\$ 36,000	\$ -	0%	\$ -
Expenses to Date	\$ 25	\$ -	0%	\$ 10,496	\$ -	0%	\$ -
Balance	\$ (25)	\$ -	0%	\$ 25,504	\$ -	0%	\$ -

Shelter Plus Care - August 2019

	Actual Month	Budget by Month	%	Actual YTD	Budget YTD	%	Budget
Revenues:							
Grant Revenue	\$ 454	\$ 454	100%	\$ 908	\$ 908	100%	\$ 5,445
Admin Fees Earned	\$ -	\$ -		\$ -	\$ -		\$ -
Other Misc Revenue	\$ -	\$ -		\$ -	\$ -		\$ -
Interest	\$ 0	\$ -		\$ 1	\$ -		\$ -
Totals	454	454	100%	908	908	100%	5,445
Expenses							
Administrative	\$ 692	\$ 620	112%	\$ 1,165	\$ 1,240	94%	\$ 7,441
Total Expenses	692	620	112%	1,165	1,240	94%	7,441
Profit or (Loss) for Year	(238)	(166)		(257)	(333)		(1,996)

CFP Grant Year 2018 - August 2019

Expenses	Actual Month	Actual Grant YTD	Grant Budget	%
Sewers/Exterior Plumbing	-	-	\$ 3,000	0%
Concrete	-	-	\$ 2,000	0%
Roofs	-	2,396	\$ 18,000	13%
Floors	-	451	\$ 25,000	2%
Kitchens	61	4,059	\$ 35,000	12%
Bathrooms	2,049	5,286	\$ 25,000	21%
HVAC/Electrical	1,919	2,815	\$ 16,870	17%
Foundations	380	380	-	
Interior Plumbing	-	7,291	\$ 14,000	52%
Siding	-	-	\$ 1,000	0%
Windows	-	699	\$ 2,000	35%
Other Attached Exterior/Gutters	-	-	\$ 2,000	0%
Doors	568	6,451	\$ 10,000	65%
Decks	2,520	2,520	-	
Stoves & Refrigerators	2,558	15,814	\$ 20,000	79%
Maintenance Labor & Benefits	543	4,252	\$ 14,833	29%
Total Unit Expenses	10,597	52,413	\$ 188,703	28%
Sheds	-	-	\$ -	
Maintenance Buildings	-	-	\$ 5,000	0%
Contracting Labor & Benefits	200	2,251	\$ 4,500	50%
COCC Management Fees	2,430	19,440	\$ 29,244	66%
Transferred to Operations	5,000	40,000	\$ 65,000	62%
Total CFP 2018 Expenses	18,227	114,104	292,447	39%

Grant expenditures began January 2019.



To Management and Board of Commissioners:

Attached is the Housing Authority's monthly financial reporting package. Management of the Housing Authority is responsible for the accompanying statements. Lindsey and Company is responsible for the compilation of these reports based on information that the Housing Authority has provided to us. Our compilation includes performing limited procedures to verify the accuracy or completeness of the information provided by management.

It is the Housing Authority's responsibility to establish a system of internal control to ensure that assets are secure and have limited risk of theft and are used in compliance with all local, state and federal requirements. Lindsey and Company's compilation procedures are not designed to detect fraud, abuse or other irregularities, however, while performing our monthly procedures, if we become aware of such irregularities we will alert the proper officials concerning such matters.

Lindsey and Company maintains documentation (for internal purposes only) to support various activity on the Housing Authority's financial statements and will provide such documentation to the Housing Authority or the Housing Authority's auditor. However, it is the Housing Authority's responsibility to ensure that all necessary records are kept to support financial statement balances and that all documents are retained in accordance with all federal, state and local requirements.

Sincerely,

Lindsey and Company

SALINA HOUSING AUTHORITY

September 2019

TINA R. BARTLETT, MBA, CS-PHM
EXECUTIVE DIRECTOR

Financial:

The Salina Housing Authority received \$32,772 in Operating Subsidy in September for Public Housing. We received \$117,394 for September HAP funding for the Section 8 programs, which includes \$7,013 restricted for Mainstream vouchers. We have approximately \$37,700 remaining Net Restricted Assets for Section 8 vouchers and an additional \$2,292 in unspent Mainstream funding.

The monthly administrative fee funding for Section 8 was \$14,151 for September. As discussed and approved in the budget, we will continue to assess full management fees to the Section 8 program but loan funds back to the Section 8 program to cover variances. The total amount of the loan as of August 31 is \$14,000.

Security deposit assistance is currently funded by our 2017 TBRA grant awarded at \$75,000. There is approximately \$39,500 remaining in the 2017 grant. This grant's end date has been extended from November 1, 2019 to June 30, 2020.

Program Updates:

The SHA moved Adriana Rodriguez from temporary employee to permanent part-time employee as an occupancy specialist on September 16th. The SHA is looking to fill one full-time program specialist position.

The SHA submitted application for the Tenant Based Rental Assistance (TBRA) program administered by the Kansas Housing Resource Corporation (KHRC). The application deadline in June 28, 2019. The funding is used to operate our Security Deposit Assistance program. We have applied for and received approximately \$75,000 each year for the last five years. However, last year the SHA did not apply but instead was able to extend the current grants to cover the need. We are awaiting a determination of the request.

The SHA has submitted a preliminary application to the Continuum of Care for the Shelter Plus Care program that we administer. The program addresses individuals who have a disability and are chronically homeless. With the assistance of case management, we house approximately 25 families currently. The SHA is applying for a new program instead of renewing the current in hopes of raising the administrative fee and serving more tenants. The final application submission is September 26th.

The SHA did submit a request for additional Mainstream vouchers on September 5, 2019. The Mainstream vouchers assist tenants who are non-elderly with a disability who are facing homelessness. The SHA began administering 22 Mainstream vouchers in November 2018 and are currently 100% utilized.

HUD Regulation/Legislative

The end of August recess means that Congress is now back in session. The Senate Appropriations Committee passed the transportation and housing and urban development (THUD) allocation. It is \$1.5 billion lower than the House and \$3.2 billion higher than current funding levels. The House bill heavily favored HUD programs over transportation, which allowed for the higher HUD funding levels. Hopefully the Senate will dedicate the majority of funding to HUD programs to ensure none will be cut.

The House of Representatives cleared a seven-week continuing resolution on September 19th in an attempt to avoid another government shutdown. The CR would fund agencies at 2019 levels through November 21, buying lawmakers more time to negotiate over several full year appropriations bills. The Senate, is expected to take up the continuing resolution the week of September 23rd and must pass some sort of short-term funding resolution by September 30th.

Management

Fieldwork for the FY2019 independent financial audit has been tentatively scheduled for the week November 4.

The annual workers' compensation audit is underway, with SHA documentation being submitted to the insurer on September 9.

The SHA received notice that it had been selected for a Mainstream voucher monitoring review. The review was conducted remotely on August 26th by the Department of Housing and Urban Development (HUD), Office of Public and Indian Housing, Quality Assurance Division (QAD). They were interested in what we had done to be fully leased up as other agencies are struggling. We discussed best practices, waiting lists, and preferences.

Operating Fund litigation against the Government continues to move forward at a slow pace. The Government filed an appeal of the Claims Court's June 25 Judgment awarding damages to PHAs. However, Bondurant Eley, the Government's primary attorney in the Claims Court, said that the Government still has not made a final decision on whether to pursue an appeal. The Government filed its Notice of Appeal to preserve its right to pursue an appeal. The Government would have been precluded from pursuing an appeal if it had not filed a Notice of Appeal by August 26th.

The Executive Director, two board members and Holly from BGC Advantage meet with the City Manager, the City Attorney and the Community Development Director on September 3rd to discuss the letter of support for the asset repositioning and development.

2RW completed the Physical Needs Assessments of the units the week of July 8. 2RW has put together the final reports for submission to the SHA. The SHA and BGC are currently reviewing them for accuracy and completeness.

The SHA contracted with Gill Group for the appraisals of all units. The appraisals were completed the week of August 5th. The contractor is working on finalizing the reports and submitting them to the SHA.

The SHA has reviewed bids for the Part 58 Environmental Clearance of all units and expects to sign contracts the week of September 23rd.

Training/Education

The Director, attended the Kansas Housing Resource Corporation annual training in Wichita. She attended trainings on Low Income Housing Tax Credit properties compliance issues and layering deals. She also attended trainings on innovative funding, housing first model, legislative issues, preserving public housing and toured affordable housing sites in Wichita.

OLD BUSINESS

- a. Development Update

Ashby Property-

- Option expires on Sep 30th
- Letter to extend to Oct 31st & \$1k today to Andy and Josh Howard
- Katie from BGC says it may take more than 30 days to get release from HUD for HOME funds.

PNA & Appraisals

- Completed
- Awaiting all reports.
- PNA-19-22k
- Appraisals -sending adjustments

Environmental review

- ATC – rewriting final proposals to include radon,

City Letter of Support

- August 12th presented -was to be in Agenda the following week.
- August 19th attended study session on Centennial Park
- August 22nd City Attorney asked to pull letter from Agenda pending conversation with myself & Holly
- September 3rd met with city manager, city attorney and director of community & development services with Eric & Susan
- They requested a presentation to walk city commission through the financial structures and to have another study session.
- We are seeking legal opinions, working on presentation

NEW BUSINESS

- a. Resolution No. 2019-1031 Approving
FY2020 Payment Standard

SALINA HOUSING AUTHORITY
BOARD OF COMMISSIONERS

MEMO

September 13, 2019

From: Tina Bartlett, MBA, Executive Director

Meeting: September 13, 2019

Subject: FY 2020 Payment Standards.

BACKGROUND

The Department of Housing and Urban Development (HUD) mandates that the Fair Market Rents are utilized for establishing the Section 8 Housing Choice Voucher Program Payments Standards in accordance with 24 CFR 982.503.

The Department of Housing and Urban Development determines Fair Market Rents annually in accordance with 24 CFR 888.111. These amounts are used for the purpose of determining Contract Rents for units under lease on the Section 8 Housing Choice Voucher program.

The Fair Market Rents and Payment Standards were last revised and adopted by the Board of Commissioners on October 30, 2018. On August 29, 2019 the FY 2020 Fair Market Rents were issued by the US Department of Housing and Urban Development.

DISCUSSION

Each year, the Department of Housing and Urban Development notifies housing authorities of any increase or decrease to the Fair Market Rents. On August 29, 2019, a Federal Register was published announcing the revised 2020 Fair Market Rents for the Housing Authority's service area, which are effective October 1, 2019. The Salina Housing Authority service area includes the City of Salina.

The recently passed Housing Opportunities Through Modernization Act (HOTMA) revises the FMR procedure so that instead of publishing proposed FMRs for comment in the Federal Register, HUD can post these on HUD's website and announce the publication in the Federal Register. HOTMA also provides that public housing agencies and other interested parties may comment on FMRs and request revaluation in their jurisdictions before such FMRs become effective.

The Department of Housing and Urban Development uses the most recent and current data to develop Fair Market Rents for specific areas. The data used is provided by the Census Bureau, telephone surveys and trending factors based on Consumer Price Index data for rents and utilities, or Department of Housing and Urban Development regional rent change factors developed by telephone surveys. In general, the Fair Market Rent for an area is the amount needed to pay the gross rent (shelter rent, plus utilities) of privately owned, decent, safe and sanitary rental housing of a modest (non-luxury) nature with suitable amenities.

Federal Regulations require that Payment Standards be established no lower than 90% and no higher than 110% of the Fair Market Rents without prior HUD approval. The Salina Housing Authority historically set Payment Standards at 100% of the established Fair Market Rents in order to promote the success of voucher holders in finding suitable units in our community.

The Fair Market Rents decreased in 2019 from the previous year however, the SHA maintained the previous year's payment standard. This year there is a 1% to 2% increase in most bedroom sizes. Due to increased market rate rents and increased utility allowance costs the SHA proposes the Payment Standard is set at 100% of the published FMR for any increase and is not reduced for the efficiency unit which would be 102%. The SHA believes this is appropriate to balance the cost of available rental housing in the service area with the stated objective of locating decent, safe and sanitary housing of a modest (non-luxury) nature. This amount allows an increase in rates which will help voucher holders to attain assistance.

The published Fair Market Rents are used to establish Payment Standards as described above and determine allowable Contract Rent and assistance for units coming under lease on the Section 8 Housing Choice Voucher and Veterans Affairs Supportive Housing Programs.

ALTERNATIVES

It appears the Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve Resolution No. 2019-1031, adopting the Payment Standards based on the Revised Fair Market Rents to be effective December 1, 2019.
2. Do not approve Resolution No. 2019-1031, adopting the Payment Standards based on the Revised Fair Market Rents to be effective December 1, 2019.
3. Modify Resolution No. 2019-1031, adopting the Payment Standards based on the Revised Fair Market Rents to be effective December 1, 2019 to meet the needs of the commission.
4. Table the issue.

RECOMMENDATION

Housing Authority Staff recommends approval of Resolution No. 2019-1031, establishing Payment Standards at 100%-102% of the 2020 Fair Market Rents to assist program participants in locating suitable units under the Section 8 Housing Choice Voucher and Veterans Affairs Supportive Housing Programs.

POSSIBLE MOTION

Approve Resolution No. 2019-1031, adopting the Payment Standards based on the Revised Fair Market Rents to be effective December 1, 2019.

Attachments:

1. Proposed 2020 Fair Market Rent Documentation for Salina
2. Payment Standard Comparison
3. Resolution No. 2019-1031



FY 2020 FAIR MARKET RENT DOCUMENTATION SYSTEM

The FY 2020 Saline County, KS FMRs for All Bedroom Sizes

Final FY 2020 & Final FY 2019 FMRs By Unit Bedrooms

Year	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
FY 2020 FMR	\$523	\$600	\$790	\$1,016	\$1,205
<u>FY 2019 FMR</u>	\$528	\$585	\$766	\$1,002	\$1,072

Saline County, KS is a non-metropolitan county.

Fair Market Rent Calculation Methodology

= *Show/Hide Methodology Narrative* =

Fair Market Rents for metropolitan areas and non-metropolitan FMR areas are developed as follows:

1. 2013-2017 5-year American Community Survey (ACS) estimates of 2-bedroom adjusted standard quality gross rents calculated for each FMR area are used as the new basis for FY2020 provided the estimate is statistically reliable. For FY2020, the test for reliability is whether the margin of error for the estimate is less than 50% of the estimate itself and whether the ACS estimate is based on at least 100 survey cases. HUD does not receive the exact number of survey cases, but rather a categorical variable known as the count indicator indicating a range of cases. An estimate based on at least 100 cases corresponds to a count indicator of 4 or higher.

If an area does not have a reliable 2013-2017 5-year, HUD checks whether the area has had at least minimally reliable estimate in any of the past 3 years, or estimates that meet the 50% margin of error test described above. If so, the FY2020 base rent is the average of the inflated ACS estimates.

If an area has not had a minimally reliable estimate in the past 3 years, the estimate State for the area's corresponding metropolitan area (if applicable) or State non-metropolitan area is used as the basis for FY2020.

2. HUD calculates a recent mover adjustment factor by comparing a 2017 1-year 40th percentile recent mover 2-bedroom rent to the 2013-2017 5-year 40th percentile adjusted standard quality gross rent. If either the recent mover and non-recent mover rent estimates are not reliable, HUD uses the recent mover adjustment for a larger geography. For metropolitan areas, the order of geographies examined is: FMR Area, Entire Metropolitan Area (for Metropolitan Sub-Areas), State Metropolitan Portion, Entire State, and Entire US; for non-metropolitan areas, the order of geographies examined is: FMR Area, State Non-Metropolitan Portion, Entire State, and Entire US. The recent mover adjustment factor is floored at one.
3. HUD calculates the appropriate recent mover adjustment factor between the 5-year data and the 1-year data and applies this to the 5-year base rent estimate.
4. Rents are calculated as of 2018 using the relevant (regional or local) change in gross rent Consumer Price Index (CPI) from annual 2017 to annual 2018.
5. All estimates are then inflated from 2018 to FY2020 using a trend factor based on the forecast of gross rent changes through FY2020.
6. FY2020 FMRs are then compared to a State minimum rent, and any area whose preliminary FMR falls below this value is raised to the level of the State minimum.
7. FY2020 FMRs may not be less than 90% of FY2019 FMRs.

The results of the Fair Market Rent Step-by-Step Process

1. The following are the 2017 American Community Survey 5-year 2-Bedroom Adjusted Standard Quality Gross Rent estimate and margin of error for Saline County, KS.

Area	ACS ₂₀₁₇ 5-Year 2-Bedroom Adjusted Standard Quality Gross Rent	ACS ₂₀₁₇ 5-Year 2-Bedroom Adjusted Standard Quality Gross Rent Margin of Error	Ratio	Sample Size	Result Category
Saline County, KS	\$716	\$20	$\frac{\$20}{\$716} = 0.028$	6	0.028 < .5 6 ≥ 4 Use ACS ₂₀₁₇ 5-Year Saline County,

33.

KS 2-
Bedroom
Adjusted
Standard
Quality
Gross
Rent

Since the ACS₂₀₁₇ Margin of Error Ratio is less than .5, the ACS₂₀₁₇ Saline County, KS value is used for the estimate of 2-Bedroom Adjusted Standard Quality Gross Rent:

Area	FY2020 Base Rent
Saline County, KS	\$716

2. A recent mover adjustment factor is applied based on the smallest area of geography which contains Saline County, KS and has an ACS₂₀₁₇ 1-year Adjusted Standard Quality Recent-Mover estimate with a Margin of Error Ratio that is less than .5.

Area	ACS ₂₀₁₇ 1-Year Adjusted Standard Quality Recent-Mover Gross Rent	ACS ₂₀₁₇ 1-Year Adjusted Standard Quality Recent-Mover Gross Rent Margin of Error	Ratio	Sample Size Category	Result
Saline County, KS - 2 Bedroom	N/A	N/A	N/A	N/A	No ACS ₂₀₁₇ 1-Year 2-Bedroom Adjusted Standard Quality Recent-Mover Gross Rent Produced For Saline County, KS

Area	ACS ₂₀₁₇ 1-Year Adjusted Standard Quality Recent-Mover Gross Rent	ACS ₂₀₁₇ 1-Year Adjusted Standard Quality Recent-Mover Gross Rent Margin of Error	Ratio	Sample Size Category	Result
Saline County, KS – All Bedroom	N/A	N/A	N/A	N/A	No ACS ₂₀₁₇ 1-Year All Bedroom Adjusted Standard Quality Recent-Mover Gross Rent Produced For Saline County, KS
Kansas Non-metropolitan Portion – 2 Bedroom	<u>\$671</u>	\$23	0.034	6	0.034 < .5 6 ≥ 4 Use ACS ₂₀₁₇ 1-Year Non-metropolitan Portion 2-Bedroom Adjusted Standard Quality Recent-Mover Gross Rent

The smallest area of geography which contains Saline County, KS and has an ACS₂₀₁₇ 1-year Adjusted Standard Quality Recent-Mover estimate with a Margin of Error Ratio that is less than .5 and with a sufficient number of sample cases is the Kansas Non-metropolitan Portion.

- The calculation of the relevant Recent-Mover Adjustment Factor for Saline County, KS is as follows:

ACS ₂₀₁₇ 5-Year Area	ACS ₂₀₁₇ 5-Year 40th Percentile Adjusted Standard Quality Gross Rent	ACS ₂₀₁₇ 1-Year 40th Percentile Adjusted Standard Quality Recent-Mover Gross Rent
Kansas Non-metropolitan	<u>\$645</u>	<u>\$671</u>

Portion – 2
Bedroom

Area	Ratio	Recent-Mover Adjustment Factor
Saline County, KS	\$671 / \$645 =1.040	1.0403 ≥ 1.0 Use calculated Recent-Mover Adjustment Factor of 1.0403

4. The calculation of the relevant CPI Update Factors for Saline County, KS is as follows: HUD updates the 2017 intermediate rent with the ratio of the annual 2018 local or regional CPI to the annual 2017 local or regional CPI to establish rents as of 2018.

	Update Factor	Type
CPI Update Factor	<u>1.0237</u>	Region CPI

5. The calculation of the Trend Factor is as follows: HUD forecasts the change in national gross rents from 2018 to 2020 for each CPI area and Census Region. This makes Fair Market Rents "as of" FY2020.

Trend Factor	Trend Factor Type
<u>1.0361</u>	Region

6. The FY 2020 2-Bedroom Fair Market Rent for Saline County, KS is calculated as follows:

Area	ACS ₂₀₁₇ 5-Year Estimate	Recent-Mover Adjustment Factor	Annual 2017 to 2018 CPI Adjustment	Trending 1.0361 to FY2020	FY 2020 2-Bedroom FMR
Saline County, KS	\$716	1.0403	1.0237	1.0361	\$716 * 1.040 * 1.0237 * 1.0361 = \$790

7. In keeping with HUD policy, the preliminary FY 2020 FMR is checked to ensure that it does not fall below the state minimum.

Area	Preliminary FY2020 2-Bedroom FMR	FY 2020 Kansas State Minimum	Final FY2020 2-Bedroom FMR
Saline County, KS	\$790	<u>\$714</u>	\$790 ≥ \$714 Use Saline County, KS FMR of \$790

8. Bedroom ratios are applied to calculate FMRs for unit sizes other than two bedrooms.

Click on the links in the table to see how the bedroom ratios are calculated.

FY 2020 FMRs By Unit Bedrooms					
	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
FY 2020 FMR	\$523	\$600	\$790	\$1,016	\$1,205

9. The FY2020 FMR must not be below 90% of the FY2019 FMR.

	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY2019 FMR	\$528	\$585	\$766	\$1,002	\$1,072
FY2019 floor	\$475	\$527	\$689	\$902	\$965
FY 2020 FMR	\$523	\$600	\$790	\$1,016	\$1,205
Use FY2019 floor for FY2020?	No	No	No	No	No

Final FY2020 Rents for All Bedroom Sizes for Saline County, KS

The following table shows the Final FY 2020 FMRs by bedroom sizes.

Final FY 2020 FMRs By Unit Bedrooms					
	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
Final FY 2020 FMR	\$523	\$600	\$790	\$1,016	\$1,205

The FMRs for unit sizes larger than four bedrooms are calculated by adding 15 percent to the four bedroom FMR, for each extra bedroom. For example, the FMR for a five bedroom unit is 1.15 times the four bedroom FMR, and the FMR for a six bedroom unit is 1.30 times the four bedroom FMR. FMRs for single-room occupancy units are 0.75 times the zero bedroom (efficiency) FMR.

Permanent link to this page: http://www.huduser.gov/portal/datasets/fmr/fmrs/FY2020_code/2020summary.odn?

[&year=2020&fmrtype=Final&selection_type=county&fips=2016999999](#)

Select a different area

Press below to select a different county within the same state (same primary state for metropolitan areas):

Allen County, KS	▲ ▼	Select a new county
Anderson County, KS		
Atchison County, KS		
Barber County, KS		
Barton County, KS		

Press below to select a different state:

Select a new state

Select a Final FY 2020 Metropolitan FMR Area:

Abilene, TX MSA	▼
Select Metropolitan FMR Area	

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[FMR/IL Summary System](#) | [Multifamily Tax Subsidy Project \(MTSP\) Income Limits](#) | [HUD LIHTC Database](#)

Prepared by the [Program Parameters and Research Division](#), HUD. Technical problems or questions? [Contact Us](#).

	0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5 bdrm
FY 2018 PS	\$533.00	\$592.00	\$778.00	\$1,010.00	\$1,060.00	\$1,217.00
FY 2019 FMR	\$528.00	\$585.00	\$766.00	\$1,002.00	\$1,072.00	\$1,233.00
80%	422.40	468.00	612.80	801.60	857.60	986.40
85%	448.80	497.25	651.10	851.70	911.20	1,048.05
90%	475.20	526.50	689.40	901.80	964.80	1,109.70
91%	480.48	532.35	697.06	911.82	975.52	1,122.03
92%	485.76	538.20	704.72	921.84	986.24	1,134.36
93%	491.04	544.05	712.38	931.86	996.96	1,146.69
95%	501.60	555.75	727.70	951.90	1,018.40	1,171.35
97%	512.16	567.45	743.02	971.94	1,039.84	1,196.01
98%	517.44	573.30	750.68	981.96	1,050.56	1,208.34
99%	520.08	576.23	754.51	986.97	1,055.92	1,214.51
100%	528.00	585.00	766.00	1,002.00	1,072.00	1,233.00
101%	533.28	590.85	773.66	1,012.02	1,082.72	1,245.33
105%	554.40	614.25	804.30	1,052.10	1,125.60	1,294.65
110%	580.80	643.50	842.60	1,102.20	1,179.20	1,356.30

	0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5 bdrm
FY 2019 PS	\$533.00	\$592.00	\$778.00	\$1,010.00	\$1,060.00	\$1,217.00
FY 2020 FMR	\$523.00	\$600.00	\$790.00	\$1,016.00	\$1,205.00	\$1,385.00
80%	418.40	480.00	632.00	812.80	964.00	1,108.00
85%	444.55	510.00	671.50	863.60	1,024.25	1,177.25
90%	470.70	540.00	711.00	914.40	1,084.50	1,246.50
91%	475.93	546.00	718.90	924.56	1,096.55	1,260.35
92%	481.16	552.00	726.80	934.72	1,108.60	1,274.20
93%	486.39	558.00	734.70	944.88	1,120.65	1,288.05
95%	496.85	570.00	750.50	965.20	1,144.75	1,315.75
97%	507.31	582.00	766.30	985.52	1,168.85	1,343.45
98%	512.54	588.00	774.20	995.68	1,180.90	1,357.30
99%	515.16	591.00	778.15	1,000.76	1,186.93	1,364.23
100%	523.00	600.00	790.00	1,016.00	1,205.00	1,385.00
101%	528.23	606.00	797.90	1,026.16	1,217.05	1,398.85
105%	549.15	630.00	829.50	1,066.80	1,265.25	1,454.25
110%	575.30	660.00	869.00	1,117.60	1,325.50	1,523.50

**RESOLUTION NO. 2019-1031
REVISED PAYMENT STANDARDS
SALINA HOUSING AUTHORITY**

WHEREAS, the United States Department of Housing and Urban Development has notified the Salina Housing Authority that Fair Market Rents for the Section 8 Housing Choice Voucher Programs have been revised; and

WHEREAS, the Payment Standards for the Section 8 Housing Choice Voucher Program are set according to the local market and funding available and are not less than 90% or more than 110% of the Fair Market Rents schedule for the Section 8 Housing Choice Voucher Programs, and are hereby amended accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Salina Housing Authority that the Fair Market Rents for the Section 8 Housing Choice Voucher Programs and the Payment Standards for the Section 8 Housing Choice Voucher Program, be adopted as follows;

<u>FY2020</u>	<u>0BR</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
Fair Market Rent	523	600	790	1016	1205
Payment Standard	533	600	790	1016	1205

BE IT FURTHER RESOLVED that the Fair Market Rents/Payment Standards as adopted by this Resolution, pursuant to the United States Department of Housing and Urban Development notification (24 CFR Part 888), shall be deemed to be effective December 1, 2019.

After discussion, Commissioner Weis move that said Resolution be finally adopted as read; Commissioner Bosch seconded the motion. The question being put upon final adoption of said Resolution, the roll was called with the following result:

AYES 4

NAYS 0

The chair declared such motion carried and the Resolution finally adopted.
Adopted this 24 day of September 2019.

ATTEST:


Tina Bartlett, Secretary


Eric Brown, Board Chair

NEW BUSINESS

b. FY 2019 Public Housing Assessment
System

SALINA HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MEMO

September 12, 2019

From: Tina Bartlett, MBA, Executive Director

Meeting: September 24, 2019

Subject: 2019 Public Housing Assessment System

BACKGROUND

The PHAS regulations codified in 24 CFR part 902 were established by a final rule published on September 1, 1998 (63 FR 46596). Prior to 1998, a PHA was evaluated by HUD with respect only to its management operations. PHAS expanded assessment of a PHA to four key areas of a PHA's operations: (1) The physical condition of the PHA's properties; (2) the PHA's financial condition; (3) the PHA's management operations; and (4) the residents' service and satisfaction assessment (through a resident survey). On the basis of these four indicators, a PHA received a composite score that represents a single score for a PHA's entire operation and a corresponding performance designation. PHAs that are designated high performers (90% or higher) receive public recognition and relief from some HUD requirements. PHAs that are designated standard performers (at least 60%) may be required to take corrective action to remedy identified deficiencies. PHAs that are designated substandard performers (overall at least 60% but less than 60% in an area) are required to take corrective action to remedy identified deficiencies. PHAs that are designated troubled performers (less than 60%) are subject to remedial action.

On August 21, 2008, at 73 FR 49544, HUD proposed amendments to its PHAS regulations. HUD proposed to retain the basic structure of PHAS and to require PHAs to be scored on performance based on evaluation of four indicators: physical condition, financial condition, management operations, and the PHA's management of its Capital Fund program. The organization of the four indicators differed from the original PHAS indicators in that PHA's management of its Capital Fund program, originally part of the management operations indicator, was proposed to replace the resident satisfaction indicator. HUD proposed that resident services and satisfaction be assessed as part of the management operations indicator. The August 21, 2008, proposed rule also retained the principle that evaluation under the PHAS indicators would continue to rely on information that is verifiable by a third party, wherever possible.

The Public Housing Assessment System (PHAS) under the Interim Rule is an annual score received from the Department of Housing and Urban Development (HUD) based on four factors. The indicators are Physical, Financial, Management, and Capital Fund. There is a possible 100 points available. Physical Inspections by HUD's make up 40 points. The Financial indicator which analyzes financial soundness of the organization accounts for 25 points. The Management Indicator analyzes occupancy, tenant's accounts receivable and accounts payable for 25 points. The Capital Fund indicator assesses the period of time it takes a PHA to obligate the Capital funds and assess occupancy for 10 points.

Small PHAs with less than 250 units may be assessed every three years if they are deemed to be High Performers. Standard and substandard performers receive PHAS assessments every other year. Overall troubled and Capital Fund-troubled PHAs will receive PHAS assessments every year. The assessments are scored from the submitted and approved audits. The PHA is required to submit the audit to the Federal Data System regardless of whether it is scored.

DISCUSSION

The Salina Housing Authority (SHA) was assessed a score of High Performer in 2017. Based on that score the SHA will not officially be assessed again until FY 2020.

However, for informational purposes HUD sends the current PHAS score as if it were actually assessed. Every year the PHAS score is released based on the previous year's audited financials. For the fiscal year ending June 30, 2019 the PHAS score was 94%. This score would have retained the housing authority as a high performer.

The SHA lost 6 points during the physical inspection in September 2017. That score will be retained all three years. The SHA received full points for Financial and Capital Fund. The Management score has three subindicators, which are: occupancy, tenant accounts receivable, and accounts payable. The SHA's occupancy during the fiscal year was above 98% so we did not lose any of the 16 management points available.

Enclosures:

1. FY19 Public Housing Assessment System Report.



U.S. Department of Housing and Urban Development

OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 09/09/2019

PHA Code:	KS038
PHA Name:	Salina Housing Authority
Fiscal Year End:	06/30/2019

PHAS Indicators	Score	Maximum Score
Physical	34	40
Financial	25	25
Management	25	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	94	100
Designation Status:	Small PHA Deregulation	
Published 09/09/2019	Initial published 09/09/2019	

Financial Score Details	Score	Maximum Score
Unaudited/Single Audit		
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	98.15	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

1. The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
2. Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
3. "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
4. "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
5. PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>