



Agenda

Housing Authority of the City of Kansas City, Kansas

Regular Meeting

Thursday, May 16, 2024
12 noon

Boardroom
1124 N. 9th Street

- I. Roll Call
- II. Approval of the Minutes
Regular Board Meeting April 18, 2024
(Pages 1—13)
- III. Executive Director's Report
(Pages 14—41)
- IV. Public Comments
Contact Jackie Randle at jrandle@kckha.org or (913) 281-3300 in advance of the meeting to be placed on the agenda to speak. Comments will have a time limit determined by the Chairman.
- V. Committee Reports
- VI. New Business Consent Items:
 - Resolution No. 2024-21 Approving Submittal of the Section 8 Management Assessment Program (SEMAP) Certification for FYE March 31, 2024
(Pages 42—43)
 - Resolution No. 2024-22 Approve 2024 Annual Utility Allowance Schedule Rate Changes effective June 2024
(Pages 44—45)
 - Resolution No. 2024-23 Approving a New Job Description
(Pages 46—47)
- VII. New Discussion Items:
 - Resolution No. 2024-24 Adopting Revisions to the Personnel Policy
(Pages 48—50)
 - Resolution No. 2024-25 Authorize Submission of Rental Assistance Demonstration (RAD) Program Applications to HUD for Chalet Manor
(Pages 51—52)

Resolution No. 2024-26 Authority to Authorize Approval and add new Services to the current Planned Service Agreement for Boilers and Chillers for Seven High-rises with Johnson Controls, Inc. (Pages 53—54)

VIII. Executive Session

IX. Adjournment

Lunch will be served at 12 noon for Board members.

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

Thursday, April 18, 2024
12 noon

Boardroom
1124 N. 9th Street

On the 18th day of April 2024 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
Jacques Barber, Commissioner
Dr. Nozella Brown, Commissioner
Raul Escarcega, Commissioner
Dr. Carla Whiteside-Hicks, Commissioner
Paul Jones, Commissioner
Pastor Roderick McConnell, Commissioner
P. Anne McDonald, Commissioner
Dr. Chiquita Miller, Commissioner
J.D. Rios, Commissioner
Linda Warner, Commissioner

ABSENT: Chandra Ward, Commissioner

ALSO, PRESENT: Andrea Tapia, Executive Director/CEO
Worku Alem, Director of Finance
Anwar Crockett, Asst. Director of Housing Operations
Stephanie Drake, Human Resources Officer
Cherrie Escobar Sutton, Director of Section 8
Jen Garrison, IT Administrator
Gerald Glavin, Development & Revitalization Coordinator
Alexander Kump, Director of Public Safety
Susan Martin, Modernization/504 Coordinator
Solomon Mekonnen, Asst. Director of Finance
Robert Purduski, Asst. Director of Housing Operations
Jacqueline D. Randle, Executive Services Manager
John Jefferson, Crew Leader
Connie Worrell, Safety Officer

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

Board Elections

Chairman Watkins turned the floor over to Commissioner Barber who facilitated the election of Chairman and Vice-Chairman for the Kansas City, Kansas Housing Authority Board of Commissioners. Commissioner Barber explained nominations took place last month and no other names could be added to the ballot. The nominees are Matthew Watkins for Chairman and J.D. Rios for Vice-Chairman. Eleven Commissioners were present, and ten votes were cast. Nine votes were cast for Matthew Watkins making him Chairman and nine votes were cast for J.D. Rios making him Vice-Chairman. There was one abstention each for Chairman and Vice-Chairman. Commissioner McDonald assisted with counting the ballots.

Chairman Watkins thanked the Board for its confidence in allowing him to continue as Chairman and said an election will be held again in two years. He then congratulated Vice-Chairman Rios on his appointment and thanked him for his willingness to serve in his new role.

Chairman Watkins provided committee assignments. He said there is a standing committee sheet and an information sheet on what the committee's work will consist of in the handouts. He said the Finance and Development Committees meet regularly, and the Bylaws Committee meets as needed. The Inclusion and Public Information Committee has never launched, and the Personnel Committee has not met lately. Chairman Watkins said while the committee assignments have been made, let him know if someone believes they could better serve on another committee. He advised he has not met with Dr. Brown or Dr. Miller. He thanked the Board again for the opportunity to be its Chairman.

Chairman Watkins called for approval of the minutes for March 21, 2024. Commissioner Rios made the motion to approve the minutes. Commissioner McDonald seconded the motion, and the following vote was recorded:

AYES: Barber, Brown, Escarcega, Whiteside-Hicks, Jones, McDonald, McConnell, Miller, Rios, Warner, Watkins

NAYS: None

ABSENT: Ward

ABSTAIN: None

Motion carried.

Executive Director's Report

- Ms. Tapia welcomed everyone and then shared we have a new Safety Officer, Connie Worrell. Mr. Kump introduced Ms. Worrell as his first hire whom he has known for many years. He poached her from the Housing Authority of Kansas City (Missouri). She knows a lot about housing and what happens here. Ms. Worrell introduced herself as a life-long citizen of Wyandotte County, born and raised, grew up at 12th and Orville. She has three sons, one just got out of the military, the second one is in college and the youngest is in high school in Wyandotte County. Ms. Worrell said she worked for the Wyandotte County Sheriff's Office for roughly 17 years, doing courthouse security and transport. Mr. Kump poached her to come to this agency as they worked really well together. Ms. Worrell said she has a good understanding of what housing is and it is a complex gem. She is passionate about what she does, will represent the agency with confidence and is happy to be here. Ms. Worrell said she is here to be of service. Ms. Tapia said the Public Safety staff has been out meeting with the residents and getting to know them, so they will not just be showing up when something is wrong. They have worked in housing and understand our residents and are also working with our Housing Choice Voucher participants. Additionally, they are working with law enforcement in Wyandotte County. Ms. Tapia said she is proud of the both of them.
- Ms. Tapia said on March 18, 2024, she and Mr. Kump attended the Resident Council meeting at Wyandotte Towers and met with the residents. They discussed late fees, the pet policy and things going on at Wyandotte Towers and how to communicate it to the Safety Officers. Ms. Tapia advised the residents of Wyandotte Towers would love to do a neighborhood watch. They also want to do floor monitors and have safety classes. Mr. Kump will collaborate with the residents to establish these things.
- Ms. Tapia said we are working on our new website which will take approximately 12 weeks to complete. She said we will have a new logo and they will give us four options for the Board to review. We are rebranding, changing the website and logo and may be the building names as Commissioner Rios has suggested. This will all be presented to the Board before it goes live. Ms. Tapia then referred to Ms. Garrison to discuss what is happening with the Information Technology (IT) department. Ms. Garrison presented a ticketing system which she and Shawn Batchelor are using to track employee issues. They have received good responses and the ticketing system is going well. The new system gets the issues resolved in a timely manner. Ms. Tapia advised we only have two people in our IT department, and they are able to get the issues resolved quickly. She said previously we had to reach out to a third party. Ms. Garrison said the new system helps them to prioritize the work. They are also doing the secure equipment project. She showed before and after photographs of the equipment and now knows where everything goes. She said it took a few man hours to get this accomplished and it improves the work environment

for everyone. Ms. Tapia said there is no longer a trip hazard. Ms. Garrison said she is really proud of the work being done and she will provide a presentation for every location once all the work is done. Ms. Tapia said Ms. Garrison is also working to update our software and all items related to this. Ms. Garrison is making sure we get an affordable renewal. She also works with the security cameras to make sure they are functioning properly. Ms. Tapia said there is more reporting to follow.

- The next segment was Human Resources. Ms. Tapia said there were six new hires during the month of March: one Maintenance Aide, two Maintenance Mechanics, one Public Safety Officer, one Property Manager and one Assistant Property Manager. She said the agency is continuing to grow. Commissioner Barber asked how many live in Wyandotte County. Ms. Tapia said the majority live in Wyandotte County and a sprinkling live in Kansas City, Missouri. Ms. Drake added 90 percent reside in Wyandotte County. She told the Board we became partners with the Nelrod Consortium which offers weekly online training. The training is from HUD operations and other tools related to housing. The classes are every Thursday from noon-1 p.m. and the training can be taken or revisited for up to 30 days. Ms. Drake said Nelrod is a good program, and she has received great feedback from staff. The Safety Committee meets monthly to prevent injuries and we are seeing improvements. Ms. Drake said we are on track to do really well this year compared to the previous year. They will be ordering first aid and bio-hazard kits to be placed in office areas and vehicles. She said the committee looked at implementing the check-in and check-out processes to know who is in the building. We are looking at practicing fire drills and severe weather drills. We are looking to create an Emergency Action Plan. Ms. Tapia said there is a correction in the handouts. EAP should be for the Emergency Action Plan and not Employee Assistance Plan as we typically refer to it. Commissioner Miller asked what the use of *staff* referred to and Ms. Tapia said it referred to *all staff*.
- Ms. Tapia said the Housing Choice Voucher (HCV) program will be pulling from the 2024 list. She said the total Housing Assistance Payment (HAP) for March was \$1,049,609 which represents what this agency has paid to our landlords. The previous month we were at \$1,000,000 as well. This is money which goes back into the community each month for HVC residents who need program subsidy. Ms. Tapia stated Ms. Escobar Sutton went to HOTMA training last month in Houston, Texas. Ms. Escobar Sutton said she attended HOTMA training with some of her staff. She prepared a handout for the Board and went over what was listed in the handout. The information she provided was geared toward policy revisions, and she said there is a lot more they learned in the training which has to do with calculations and day-to-day operations. They have to comply with HUD by January 2025. Ms. Escobar Sutton's goal is to have our plan updated by July and start to prepare announcements in August and September. In October, the revision will come before the Board for adoption. She provided the Board with a

quick summary. Ms. Escobar Sutton said HUD's reporting system will shut down in August, staff will continue to work, but will not be able to officially send the reports to HUD. According to HUD, the new platform will be up and running by October. She said some policies can be implemented now and do not require Board approval. There will be a transitional period for pre-HOTMA and then a post-HOTMA period. They will host informational sessions to answer questions on HOTMA for tenants and another segment for landlords on the NSPIRE inspection system. There is a mandatory consent form residents will need to complete, which is still being discussing. Ms. Escobar Sutton said HOTMA is a big change for staff, and it will take some time to get use to the changes. She is confident they will be able to get through this. Nan McKay provided exceptional training to them in Houston. Ms. Tapia added CVR will be doing NSPIRE training with the landlords. She said the inspection part is difficult for our landlords, so we will assist with training them. Commissioner Escarcega provided comments on NSPIRE noting he and Ms. Escobar Sutton were discussing the same thing and there is a lot of work to do.

- Workforce Partnership met with Ms. Tapia to discuss an apprenticeship program. Handouts were provided to the Board. Workforce Partnership has a Back-to-Work program where they train individuals who come work for them. They will pay for 385 hours, at our location, as long as we are teaching them a trade. Our staff will interview them and then determine if we would like to hire them after the 385 hours. We will keep statistics on how many we hire through this program. Ms. Tapia suggested Board members might work for agencies which would like to participate with Workforce Partnership. Commissioner Rios asked what is the compensation to the participants? Ms. Tapia said compensation would be our hourly pay.
- Ms. Tapia thanked Commissioner Brown for providing a flyer to educate tenants on use of garbage disposals. This information was sent immediately after the board meeting and has been shared with our residents. *A one-minute video was played during the board meeting.* Ms. Tapia said she welcomes information and asked if board members would keep sending information

Public Comments

Chairman Watkins called for public comments and there were none.

Bylaws

Commissioners Barber said the Bylaws Committee met and had a lengthy discussion about safety. He informed the Board he attended the Nelrod Conference. He had attempted to prepare written notes but decided to give an oral presentation instead. Commissioner Barber said there were several tracks to participate in which were informative. He said the Nelrod training was informative. The focus was on what goes on in housing. A lot of little things came up such as the use of Zoom. Nelrod said anyone using Zoom needs to be physically visible and you cannot use a picture while on Zoom. They talked about disciplinary actions, and we are right in line with best practices. They emphasized Boards play a critical role in setting policies for the Housing Authority, and they should not micromanage the Executive Director and staff. Board member should know what is going on and understand why things are happening. Commissioner Barber said the Board, though not elected, is made up of public officials because they manage public funds. Lastly, the Bylaws committee needs to meet to go over its enabling laws to insure we are in full compliance. This would be a general health check-up for the Board.

Finance

Commissioner McDonald said they did not meet. She will get with Mr. Alem and set something up for the next couple of weeks.

Inclusion and Public Information

Chairman Watkins said the Inclusion and Public Information committee will start to meet. He serves in an ex-official role on all the committees. He said while committees are designed to run with four officials on each committee, Board members are welcome to join in with any committee's work. The challenge would be in having six or more at a meeting which represents a quorum. Chairman Watkins advised he tries his best to sit in on every committee.

Personnel

Chairman Watkins said he looks forward to Commissioner Whiteside-Hicks taking over this committee. He noted Rev. Banks was a stable force heading this committee with his background in Human Resources. Chairman Watkins said this is a good move and he is looking forward to collaborating with Commissioner Whiteside-Hicks.

Chairman Watkins said he suggested Commissioner Escarcega chair the Inclusion and Public Information committee and he looks forward to collaborating with him as well.

Development

Commissioner Warner provided written comments. She advised the committee met yesterday and reviewed a number of things beginning with phone panel rewiring and other things listed in her written report. She said the milling and repaving of Wyandotte and Plaza Towers will be underway soon. They discussed expanding the scope of work at Douglas Heights to add additional handicap parking spaces. The committee reviewed work the Safety Department is doing to add additional lighting and vehicle identification. Correspondence was received regarding termination of the contract with Infinity Group for its work at Plaza Towers. Feedback was provided for the LITEC proposals for Glanville Towers and Chalet Manor. May 3rd is the day we will learn if we are awarded funding. The next round is due July 26th and awarded in October. The committee discussed the EPC contract loan on Glanville Towers and Chalet Manor. The process for setting up the 501(c)3 was discussed. There will be four members from the existing board along with Ms. Tapia as the fifth member. This is different from the initial structure. A draft of this will come before the Board within 30—60 days. Ms. Tapia has been working on the transfer of deeds from the UG. Our properties are deeded to the UG and should not be because they are HUD properties. The UG is moving those properties to the Housing Authority's name. This is technical and difficult and is slated for April 22, 2024. All but seven properties will be done at that time. This will help us to do the RAD process. CVR Associates is preparing a repositing report with recommendations to the Board. This should be available for review next month. Lastly, properties were reviewed for demolition/disposition (demo/dispo). Commissioner Barber said getting titles corrected came up during his conference and this is important. He said Nelrod admitted the money for public housing nationwide is insufficient, so Housing Authorities are encouraged to start 501(c)3 organizations.

Resident Services

Commissioner McConnell said he did not have a report but would have a report at the next meeting.

The following committees did not meet: Bylaws, Executive, Finance, Inclusion and Public Information, and Personnel.

New Business Consent Items

Chairman Watkins called for approval of the Consent agenda. Commissioner Rios made a motion to approve Resolution Nos. 2024-14—2024-17. Commissioner McDonald seconded the motion.

Commissioner Barber called for a question on Resolution No. 2024-16. He asked for more detail since there was a large discrepancy in the numbers. This item was moved to the Discussion agenda. Commissioner Rios amended his motion to approve Resolution Nos. 2024-14, 2024-15 and 2024-17. Commissioner McDonald recorded the motion, and the following vote was recorded:

AYES: Barber, Brown, Escarcega, Whiteside-Hicks, McConnell, McDonald, Miller, Rios, Warner, Watkins

NAYS: None

ABSENT: Jones, Ward

ABSTAIN: None

Motion carried.

Resolution No. 2024-14, approving Certifications of Compliance with PHA Plan and Regulated Regulations.

This resolution is a HUD requirement for PHA's participating in the Capital Fund Program (CFP) grant and we must submit a five-year plan outlining improvements over the next five years. We are submitting a rolling five-year plan for Board approval. The plan was submitted to the Resident Advisory Board (RAB) for review October 4, 2023, and April 3, 2024. The public was given a 45-day comment period and a public hearing was held November 29, 2023. Comments were included in the five-year plan. Upon Board approval, the five-year plan will be submitted to HUD for its approval. Congress will decide on appropriations for the 2024 CFP grant and send out the Annual Contributions Contract. Funding will then be available for obligation and expenditures.

RESOLUTION NO. 2024-14—CERTIFICATIONS OF COMPLIANCE WITH PHA PLAN AND RELATED REGULATIONS.

Resolution No. 2024-15, accepting the bid and authorize a contract to replace exteriors of four buildings and decking at two buildings at Chalet Manor by Tailormade Exteriors.

This resolution authorizes a contract to replace exteriors of four buildings and decking at two buildings at Chalet Manor. The Invitation to Bid was advertised in the usual publications and posted on the Housing Authority's website. It was mailed to 399 general contractors, roofers, painters, and siding and window

contractors. The Pre-bid conference was held March 13, 2024. Bids were opened on April 3, 2024. One contractor, Tailormaid Exteriors, bid this project. Tailormaid Exteriors has been in business 22 years and the Housing Authority has extensive previous experience with this contractor. There are funds in the 2022 CFP grant for this work. The architect's estimate is \$740,000 and the original bid is \$695,000. Tailormaid and its principals do not appear on the List of Parties Excluded from Federal Procurement and Non-procurement program. The principal is Richard Mullin. The architect and staff recommend entering into a contract with Tailormaid Exteriors in the amount of \$695,000 to replace exteriors of four buildings and two decks at Chalet Manor.

RESOLUTION NO. 2024-15—AUTHORITY TO ACCEPT THE BID AND AUTHORIZE A CONTRACT TO REPLACE EXTERIORS OF FOUR BUILDINGS AN DECKING AT TWO BUILDINGS AT CHALET MANOR BY TAILORMADE EXTERIORS

Resolution No. 2024-17, accepting the change order for additional concrete work on the current parking lot improvement projects at Wyandotte Towers, Plaza Towers and Belrose Manor with Asphaltic Surfaces, LLC.

This resolution accepts a change order for additional concrete work at Wyandotte Towers, Plaza Towers and Belrose Manor. The Board previously approved a contract with Asphaltic Surfaces, LLC. to repair damaged sidewalks, curbs, and gutters, and to mill and overlay the asphalt at three Kansas City, Kansas Housing Authority properties. It was later determined additional work was needed at Wyandotte Towers, Plaza Towers and Belrose Manor. The Board originally approved Asphaltic Surfaces, LLC. to do the work at \$62 per linear foot for curbs and gutters, and \$23 per square foot for sidewalks. The change order was based on the previously agreed amounts. The change order for the three combined sites totals \$240,454.75. The additional work and costs were reviewed by staff and architect, and they are recommending accepting the change order per the KCKHA Procurement Policy. The cost analysis and price comparison determined the cost to be a fair price.

RESOLUTION NO. 2024-17—ACCEPT THE CHANGE ORDER FOR ADDITIONAL CONCRETE WORK ON THE CURRENT PARKING LOT IMPROVEMENT PROJECTS AT WYANDOTTE TOWERS, PLAZA TOWERS AND BELROSE MANOR WITH ASPHALTIC SURFACES, LLC.

New Business Discussion Items:

Resolution No. 2024-16, rejecting the bid to modernize three floors at Rosedale Towers by Tailormaid Exteriors, was introduced.

Ms. Martin said they received a lot of interest on this job, but there was only one bidder. She said the bidder bought someone to the bid opening which appeared to be an investor and the bid came in at \$4.6 million, which was twice as much as it should have been. The architect's estimate was \$2.5 million. She said they asked for a schedule of values, and they were charging almost double. She was not sure if this was a courtesy bid, or they thought HUD has lots of money. She could not explain why the bid was so high. They are going to revisit the process and incorporate some new ideas to avoid the Infinity mess. Commissioner Barber said he was curious because the vendor has been awarded other work. Ms. Martin said she believes this project may have been too much, so they reached out to another vendor. Ms. Martin said Tailormaid's other work, at the Housing Authority, is more their speed. She said Tailormaid does more exterior work and this bid is not being rejected because of their work, it is because of the price. Commissioner Barber said his concern was with the large discrepancy in the bid and architect's estimate. He thinks the company they partnered with may have wanted to take advantage of us. Chairman Watkins said we have architectural consultation on these matters.

Commissioner Rios made a motion to approve Resolution No. 2024-16. Commissioner Barber seconded the motion, and the following vote was recorded:

AYES: Barber, Brown, Escarcega, Whiteside-Hicks, McConnell, McDonald, Miller, Rios, Warner, Watkins

NAYS: None

ABSENT: Jones, Ward

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2024-16—AUTHORITY TO REJECT THE BID TO MODERNIZE THREE FLOORS AT ROSEDALE TOWERS BY TAILORMADE EXTERIORS.

Resolution No. 2024-18, accepting the bid and authorizing a contract for parking lot repairs at K1-58 (18) Rosedale Towers and K1-57 (6E) Douglas Heights with Asphaltic Surfaces, LLC.

Ms. Martin said this bid came in on Monday, April 15, 2024, and was not due in time to go in the board packet, this explains why it is being handed out. She said Rosedale Towers and Douglas will receive parking lot repairs. Rosedale Towers is receiving a big up grade. We are putting in a new entrance and expanding the park lot. The Douglas Heights parking lot is being repaired and they will also receive additional parking. Evening and weekend parking there is overflowing. Ms. Martin said they will start at the main office, and this is the same contractor which will do this work on these two properties. Mr. Watkins said we are making accommodations for additional handicapped parking.

Commissioner Rios made a motion to approve Resolution No.2024-18. Commissioner McDonald seconded the motion. Chairman Watkins asked if there was further discussion. Commissioner Miller questioned, on the lawncare, if it was a requirement to work within certain perimeters, as she noticed some of the bidders were from KCK and others were from Independence and KCMO. Ms. Martin said it is a bidding process and we cannot limit bids to Wyandotte County. She noted Calhoun is a Section 3 contractor and as a result was awarded extra points. Chairman Watkins said there was a motion and a second on the floor. The following vote was recorded:

AYES: Barber, Brown, Escarcega, Whiteside-Hicks, McConnell, McDonald, Miller, Rios, Warner, Watkins

NAYS: None

ABSENT: Jones, Ward

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2024-18—AUTHORITY TO ACCEPT THE BID AND AUTHORIZE A CONTRACT FOR PARKING LOT REPAIRS AT K1-6 (18) ROSEDALE TOWERS AND K1-56 (6E) DOUGLAS HEIGHTS WITH ASPHALTIC SURFACES, LLC.

Resolution No. 2024-19, authorizing a contact for lawn moving services at all Kansas City, Kansas Housing Authority high-rises and scattered sites, with Bailey's Industrial Cleaning and Lawn Care, Booney's Lawn Service, and Calhoun Lawn Care, was introduced.

Commissioner Rios said there are too many weeds on our properties. He feels they should be able to provide better lawn care. If the buildings are improved and the lawns looks bad, it does not jive. He noted there is no weed control in the bid. He said there are tracks on some of the properties, but not sidewalk, this may be

an indication we need sidewalks. He said where they cut the weeds, they do not always trim. He said our expectations should be the same for ourselves as for the residents. Commissioner Rios said we should heighten our expectations for lawn services. Ms. Martin commented maintenance sent out the Invitation to Bid and it is in there is a requirement to do weed-eating and grass-blowing of the clippings. She said if Commissioner Rios were to point out a particular property, they could get with the contractor to get the situation corrected. Ms. Tapia said we have a weed truck and will need to stay on top of this. She said it is part of the lawn company's contract, but we need to keep up with it, too. Commissioner Miller said Commissioner Rios is alluding to a level of quality and the lawn companies needs to be held accountable, the Board agreed.

Commissioner McDonald made the motion to approve Resolution No. 2024-19. Commissioner Barber seconded the motion, and the following vote was recorded:

AYES: Barber, Escarcega, Whiteside-Hicks, McDonald, McConnell, Rios, Warner, Watkins
NAYS: None
ABSENT: Jones, Ward
ABSTAIN: None

Motion carried.

RESOLUTION NO. 2024-19—AUTHORITY TO ACCEPT THE BIDS AND AUTHORIZE A CONTRACT FOR LAWN MOWING SERVICES AT ALL OF KANSAS CITY, KANSAS HOUSING AUTHORITY HIGH-RISES AND SCATTERED SITES, WITH BAILEY'S INDUSTRIAL CLEANING AND LAWN CARE, BOONEY'S LAWN SERVICE, AND CALHOUN LAWN CARE, LLC.

Resolution No. 2024-20, authorizing retroactive approval and add new services to the current Planned Service Agreement for boilers and chillers for seven high-rises with Johnson Controls, Inc.

Ms. Tapia said this resolution is for routine maintenance and has been discussed with the Board previously regarding the expertise of the individuals. We previously had boilers put in and Johnson Control was not responsible for the maintenance and there were issues. She said we had another vendor which was not familiar with the controls and staff was not properly trained on the equipment. This way we get the training we need from Johnson Controls, and they will do the preventative maintenance. We previously had two boilers go down at a cost of \$75,000/monthly until the new boilers were in place. Ms. Tapia said we need the experts maintaining the boilers and this resolution asks for that. Commissioner Warner asked if this maintains all of our boilers and chillers. Ms. Tapia said yes, and this is retroed

because it was signed off on in February 2023. Commissioner Rios said he could recall this happening and he is all for this if it assists our staff in becoming more educated, it serves the residents and controls cost. Mr. Glavin said Johnson Controls took over two years ago and costs have gone down due to the preventive maintenance. He said Johnson Controls is able to respond quicker.

Commissioner Warner made the motion to approve Resolution No. 2024-20. Commissioner McDonald seconded the motion, and the following vote was recorded:

AYES: Barber, Escarcega, Whiteside-Hicks, McDonald, McConnell, Rios, Warner, Watkins

NAYS: None

ABSENT: Jones, Ward

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2024-20—AUTHORITY TO DECLARE AN AUTHORIZE RETROACTIVE APPROVAL AND ADD NEW SERVICES TO THE CURRENT PLANNED SERVICE AGREEMENT FOR BOILERS AN CHILLERS FOR SEVEN HIGH-RISES WITH JOHNSON CONTROLS, INC.

Commissioner's Conference Update by Commissioner Escarcega

Commissioner Escarcega said he has written information for the Board which goes over definitions he received at the training. Chairman Watkins asked Commissioner Escarcega to provide the information to Ms. Randle and she will decimate it to the Board via email.

Chairman Watkins called for adjournment, and it passed unanimously.

Matthew T. Watkins, Chairman

Andrea Tapia, Executive Director/CEO