

Open Public Meeting Notice

KANSAS HOUSING RESOURCES CORPORATION
Board of Director's Meeting
To Follow KDFA's Board of Director's Meeting 9am, Tuesday, May 19, 2020
KDFA BOARD ROOM
534 SOUTH KANSAS AVENUE - SUITE 800

CONFERENCE CALL INSTRUCTIONS:

Toll-free dial-in number: 866-620-7326
Conference ID: 1597221260

AGENDA

- I. Roll Call
- II. Call to Order
- III. Consent Agenda - *Recommend Approval*
 - Approval of Minutes – April 7, 2020 Board Meeting
- IV. Financial Report
 - Financial Statements (for period ending March 31, 2020) – *Recommend Acceptance*
 - FY2021 Financial Plan
- V. Kansas Housing Conference Update – *Report Only*
- VI. Executive Director's Report – *Report Only*
 - Written Reports and Materials
- VII. Executive Session
- VIII. Adjournment

FUTURE MEETING DATES (TENTATIVE): June 2, 2020; July 7, 2020; August 4, 2020

NOTE: An Open Meeting is not a hearing; the public is welcome to attend, but should not expect to address the Board. The Board may at the meeting elect to take up items in addition to those listed on the Agenda. The Open Meeting is not uploaded to the internet for broadcast, but minutes are available upon request once adopted by the Board.

EXECUTIVE SESSION: Should KHRC elect to conduct an Executive Session, the Board may ask the public to leave the room, for a specified period of time, and may terminate any conference call meeting and request that only Board Members dial back in. The length of the Executive Session may be extended by further motion. K.S.A. 2017 Supp. 75-4319(a).

Meeting of the
Kansas Housing Resources Corporation
Board of Directors

April 7, 2020

On April 7, 2020, the Kansas Housing Resources Corporation (“KHRC”) Board of Directors met by phone.

Agenda Item No. I, “Roll Call”. KHRC Executive Director Ryan Vincent performed roll call.

BY TELEPHONE
Suchitra Padmanabhan, KHRC Chair
Chris Donnelly, KHRC Vice Chair
Nancy Toelkes, KHRC Board Member
Scott Anderson, KHRC Board Member
Alan Deines, KHRC Board Member
Rebecca Floyd, KDFA President/Executive Director
Ryan Vincent, KHRC Executive Director
Jeanette Spurgin, KHRC Deputy Director
Lesli Grimm, KHRC Chief Financial Officer
Katelyn Ramirez, KHRC Senior Administrative Specialist

Agenda Item No. II, “Call to Order”. Ms. Padmanabhan called the meeting to order at 9:27 a.m.

Agenda Item No. III, “Consent Agenda”. The Consent Agenda included approval of the minutes from the March 3, 2020 Board Meeting. **Mr. Deines moved that the Board approve the Consent Agenda. The motion was seconded by Mr. Donnelly and passed unanimously.**

Agenda Item IV, “Executive Director’s Report”. Mr. Vincent thanked everyone for their continued support, especially KDFA for such a great partnership. KHRC’s COVID response top priority was the healthy and safety of all staff and stakeholders. All travel has been put on hold including physical inspections and management occupancy reviews. KHRC worked to get all

employees setup to work from home. Desk reviews are still being done electronically. KHRC is continuing the vital work that needs to be done to keep programs uninterrupted. The demand for tenant based rental assistance has never been as high as it is now. Stimulus money is coming in for Emergency Solutions Grant (ESG) and Community Services Block Grant (CSBG). ESG will have an additional \$5.6 million of funding for homeless shelters, domestic violence shelters, and rapid rehousing in the state of Kansas. CSBG will have a 30% increase to normal funding. KHRC is looking to partner with Department of Commerce who is recieveing funding for the Community Development Block Grant (CDBG). KHRC is working to keep all staff busy with flexible schedules, trainings, and cross-training. The finance division is working on the FY2021 financial plan. This will be presented at the May board meeting, along with the quarterly financials. Ms. Padmanabhan thanked Mr. Vincent for sharing his report and understands how this can be stressful for staff, especially those who usually travel but are not currently able.

Agenda Item VI, "Adjournment". Ms. Padmanabhan adjourned the meeting at 9:36 a.m.

Ryan S. Vincent, Secretary

KANSAS HOUSING

DATE: May 13, 2020

TO: Board Members, Kansas Housing Resources Corporation

FROM: Lesli Grimm, Chief Financial Officer

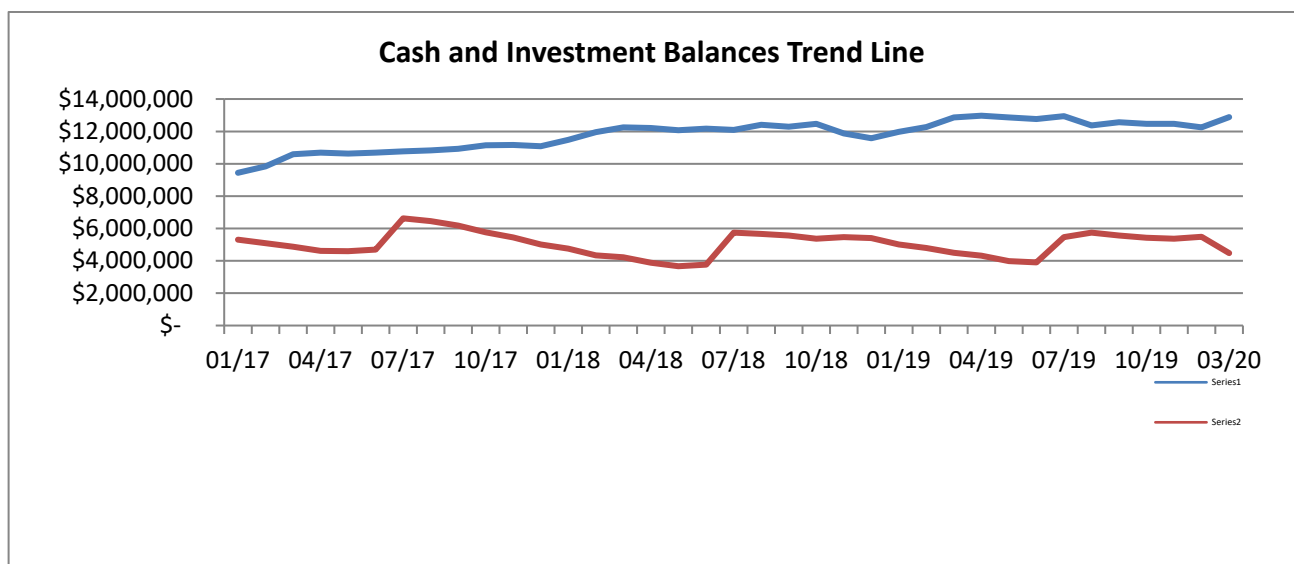
REGARDING: March 31, 2020 Financial Statements

Please find attached for your review and consideration the following KHRC financial statements and detail investment schedule for the three-month period ending March 31, 2020:

- Balance Sheet – Page 3
- Statements of Revenues, Expenses, and Changes in Net Position – Page 4
- *KHRC Operations* Statement of Revenues and Expenses Actual vs. Amended Financial Plan by Program – Page 5
- *State Housing Trust Fund* Statement of Revenues and Expenses Actual vs. Amended Financial Plan by Program – Page 6
- Statements of Cash Flows – Page 7
- Investment Schedule – Page 8

Cash and investment balance highlights:

- a. KHRC Operations' cash and investment balances *increased* \$632,000 in the 3rd quarter primarily due to annual rental compliance fees received.
- b. SHTF cash and investment balances *decreased* \$1 million in the 3rd quarter due to spending of Moderate Income Housing funds.



CASH AND INVESTMENT BALANCE COMPOSITION as of March 31,2020:

	<u>KHRC Ops.</u>	<u>SHTF</u>	<u>Total</u>
<u>Cash</u>			
Financial institution	\$1,678,334	\$ -	\$1,678,334
Kansas State Treasurer	-	<u>3,460,016</u>	<u>3,460,016</u>
Total Cash	<u>1,678,334</u>	<u>3,460,016</u>	<u>5,138,351</u>
<u>Investments</u>			
US Agency obligations	5,231,188	-	5,231,188
Certificates of deposit	<u>5,976,429</u>	<u>1,015,681</u>	<u>6,992,109</u>
Total Investments	<u>11,207,616</u>	<u>1,015,681</u>	<u>12,223,297</u>
Total Cash and Investments	<u>\$12,885,951</u>	<u>\$ 4,475,697</u>	<u>\$17,361,648</u>

FUNDS AVAILABLE FOR COMMITMENT as of March 31,2020:

	<u>KHRC Ops.</u>	<u>SHTF</u>	<u>Total</u>
Total Cash and Investments			
Balances as of March 31, 2020	\$12,885,951	\$ 4,475,697	\$17,361,648
Less: KHRC Ops. Reserve	(3,000,000)	-	(3,000,000)
Less: Housing Reserve	(3,000,000)	-	(3,000,000)
Less: Commitments	<u>(91,933)</u>	<u>(3,940,230)</u>	<u>(4,032,163)</u>
Subtotal	<u>(6,091,933)</u>	<u>(3,940,230)</u>	<u>(10,032,163)</u>
Funds Available for Commitment	<u>\$ 6,794,018</u>	<u>\$535,467</u>	<u>\$ 7,329,485</u>

Commitments represent approved, but not disbursed loans, grants, and other restricted or designated funds as of March 31,2020, including State-funded Moderate Income Housing, and Kansas Accessibility Modification and Emergency Repair (KAMP/ERP) program awards. Commitments generally do not include accounts payable, accrued salaries and wages, compensated absences, or other ongoing liabilities expected to be funded from ongoing operations. Net pension liability obligations are also not included, since they represent KHRC's respective share of the State's obligation, which KHRC funds from ongoing operations.

I would be happy to address any questions you might have at the KHRC Board meeting. Thank you for your time and attention to this information.

Kansas Housing Resources Corporation
Balance Sheet
March 31, 2020
(with Summarized Comparative information for March 31, 2019)

	2020			2019	Net Change
	KHRC Operations	State Housing Trust Fund	Grand Total	Grand Total	(2020 vs. 2019) Grand Total
ASSETS					
<u>Cash and Investments</u>					
Restricted Cash	\$91,933	\$3,456,531	\$3,548,464	\$4,041,351	(\$492,887)
Unrestricted Cash	1,586,402	3,485	1,589,887	1,632,386	(42,499)
<i>Total Cash</i>	1,678,334	3,460,016	5,138,351	5,673,737	(535,386)
Unrestricted Investments	11,207,616	1,015,681	12,223,297	11,677,069	546,228
<i>Total Investments</i>	11,207,616	1,015,681	12,223,297	11,677,069	546,228
<i>Total Cash and Investments</i>	\$12,885,951	\$4,475,697	\$17,361,648	\$17,350,806	\$10,842
Accounts Receivable	\$1,148,342	\$28	\$1,148,370	\$842,066	\$306,304
Prepays	215,883	29,321	245,205	196,607	48,598
<u>Property and Equipment</u>					
Furniture and equipment	\$1,281,304	-	\$1,281,304	\$1,255,804	\$25,500
Vehicles	60,338	-	60,338	40,348	19,990
Leasehold improvements	244,146	-	244,146	244,146	-
Less: Accumulated Depreciation	(1,357,544)	-	(1,357,544)	(1,232,981)	(124,563)
<i>Total Fixed Assets</i>	228,244	-	228,244	307,317	(79,073)
<u>Program Loans Receivable</u>					
Restricted Program Loans Receivable (net)	\$436,760	\$262,708	\$699,468	\$712,065	(\$12,597)
Unrestricted Program Loans Receivable (net)	348,580	548,409	896,989	951,939	(54,950)
<i>Total Program Loans Receivable</i>	785,340	811,117	1,596,457	1,664,004	(67,547)
TOTAL ASSETS	\$15,263,760	\$5,316,163	\$20,579,923	\$20,360,800	\$219,123
DEFERRED OUTFLOWS OF RESOURCES					
Collective deferred outflows - pension	\$694,382	-	\$694,382	\$802,684	(\$108,302)
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$15,958,141	\$5,316,163	\$21,274,308	\$21,163,484	\$110,821
LIABILITIES					
Accounts Payable	\$115,689	\$0	\$115,689	\$49,689	\$65,999
Accrued Salaries and Wages Payable	210,256	2,036	212,292	168,604	43,688
Compensated Absences	225,778	14,411	240,190	522,718	(282,528)
Net Pension Liability	3,418,111	0	3,418,111	3,831,693	(413,582)
PTO Exchange Liability	49,486	2,605	52,091	0	52,091
Grants Payable	27,500	0	27,500	82,754	(55,253)
Unearned Revenue	607,310	0	607,310	262,115	345,195
TOTAL LIABILITIES	\$4,654,131	\$19,052	\$4,673,183	\$4,917,573	(\$244,390)
DEFERRED INFLOWS OF RESOURCES					
Collective deferred inflows - pension	\$404,728	\$0	\$404,728	\$206,626	\$198,102
NET POSITION					
Invested in Capital Assets	\$228,244	\$0	\$228,244	\$307,317	(\$79,073)
Restricted	501,192	3,831,669	4,332,861	4,650,242	(317,381)
Unrestricted	10,169,847	1,465,445	11,635,292	11,081,729	553,563
TOTAL NET POSITION	\$10,899,283	\$5,297,114	\$16,196,397	\$16,039,287	\$157,109
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	\$15,958,142	\$5,316,166	\$21,274,308	\$21,163,486	\$110,821

These financial statements are unaudited.¶

Kansas Housing Resources Corporation
Statement of Revenues, Expenses, and Changes in Net Position
For the Nine-Month Period Ended March 31, 2020
(With Summarized Comparative Information for the period ended March 31, 2019)

	2020			2019	Net Change
	KHRC Operations	State Housing Trust Fund	Grand Total	Grand Total	(2020 vs. 2019) Grand Total
<i>Operating Revenues:</i>					
Fees for Services	\$3,294,927	\$149,090	\$3,444,017	\$3,240,786	\$1,100,896
Grant Administration/Grant Income	1,151,509	2,068	1,153,578	1,235,680	299,080
Recognized Match Income	2,161,000	-	2,161,000	1,838,163	852,000
PAB Multi-family Allocation Fees	-	122,340	122,340	15,600	118,340
Program Loan and Other Interest	80,126	60,185	140,311	141,246	46,045
Contributions and Donations	-	58,522	58,522	54,272	4,250
Other Income	14,591	7,121	21,713	12,890	15,531
Federal Program Revenues	62,209,573	-	62,209,573	58,816,609	22,699,801
State Program Revenues	-	2,000,000	2,000,000	2,000,000	-
<i>Total Operating Revenues</i>	\$68,911,727	\$2,399,327	\$71,311,054	\$67,355,246	\$25,135,943
<i>Operating Expenses:</i>					
Salaries & Wages	\$2,014,783	\$73,370	\$2,088,153	\$1,925,963	\$805,194
Employee Benefits	779,285	25,293	804,578	703,063	317,473
Communications	36,316	1,050	37,366	33,916	14,062
Printing & Advertising	5,126	1,973	7,099	9,104	(624)
Rents and Parking Fees	212,453	29,320	241,773	225,050	87,343
Equipment Repair & Maintenance	9,906	106	10,013	5,897	6,196
Travel	143,664	20,162	163,826	127,453	76,432
Legal Fees	6,003	42	6,045	6,623	1,912
Audit Fees	27,893	3,217	31,110	30,281	829
Inspections	9,388	-	9,388	5,626	4,390
Dues and Subscription	14,956	250	15,206	25,495	(4,455)
Insurance	24,392	599	24,991	25,713	7,071
Data Processing & Data Services	322,484	13,314	335,798	312,799	128,600
Other Fees/Services	196,411	42,758	239,169	108,540	154,400
Office & Data Processing Supplies	53,444	9,266	62,710	31,512	40,625
Meeting & Venue Expenses	11,162	112,871	124,033	102,026	24,489
Expensed Furniture & Equipment	84,186	1,727	85,913	84,007	12,571
Provision for Loan Losses	61,604	39,731	101,335	81,799	26,252
Depreciation	88,586	0	88,586	107,719	16,271
Program Expenses	-	411,327	411,327	488,062	80,326
Recognized Match Expense	2,161,000	-	2,161,000	1,838,163	852,000
Federal Program Expense	62,209,573	-	62,209,573	58,816,609	22,699,801
Program Income Grant Expenses	-	-	-	117,163	(117,163)
Federal Refunds	-	-	-	(15,397)	15,397
State Program Expenses	-	1,939,258	1,939,258	1,361,984	1,358,012
<i>Total Operating Expenses</i>	\$68,472,614	\$2,725,633	\$71,198,247	\$66,559,171	\$26,686,053
<i>Operating Income</i>	439,113	(326,306)	112,806	796,075	(1,550,110)
<i>Non-Operating Revenues:</i>					
Investment Income	\$49,638	\$48,480	\$98,118	\$320,839	(\$103,626)
<i>Total Non-Operating Revenues</i>	\$49,638	\$48,480	\$98,118	\$320,839	(\$103,626)
Transfers In	105,944	946,200	1,052,144	809,764	279,340
Transfers Out	(1,019,046)	(33,098)	(1,052,144)	(809,764)	(279,340)
<i>Excess (deficiency) of revenues over (under) expenses</i>	(424,352)	635,276	210,924	1,116,914	(1,653,736)
<i>Net Position, Beginning of Year</i>	11,323,634	4,661,838	15,985,472	14,922,373	1,063,099
<i>Net Position, End of Year</i>	10,899,283	5,297,114	16,196,397	16,039,287	(590,637)

These financial statements are unaudited.¶

KHRC Operations

Kansas Housing Resources Corporation
KHRC Operations Statement of Revenues and Expenses Actual vs. Amended Financial Plan by Program
For the Nine Month Period Ended March 31, 2020

	Housing Development	Housing Compliance	Contract Administration	NHTF	HOME	DOE WAP	LIEAP WAP	CSBG	ESG	HMIS	KHRC Corporate	Eliminate Intrafund Transfers	ACTUAL TOTAL	AMENDED FINANCIAL PLAN TOTAL	Over (Under) Budget Variance
Operating Revenues:															
Fees for Services	\$634,102	\$771,640	\$1,881,346	240	\$5,200	-	-	-	-	-	\$2,400	-	\$3,294,927	\$3,493,175	(\$198,248)
Grant Administration/Grant Income	-	-	-	68,238	355,513	209,956	216,944	219,189	44,954	36,715	-	-	1,151,509	1,238,479	(86,969)
Recognized Match Income	-	-	-	-	1,081,000	-	-	-	1,080,000	-	-	-	2,161,000	1,706,250	454,750
MRB/MCC Bond Fees	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
PAB Multifamily Allocation Fees	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
Program Loan and Other Interest	-	-	-	-	77,172	-	-	-	-	-	2,954	-	80,126	81,000	(874)
Contributions and Donations	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
Other Income	-	-	-	-	9,923	2,731	-	-	-	-	1,938	-	14,591	10,875	3,716
Federal Program Revenues	-	-	45,562,020	1,200,912	4,323,222	1,754,135	4,147,504	4,000,944	1,124,836	96,000	-	-	62,209,573	62,022,750	186,823
Federal Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
State Program Revenues	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
State Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
Total Operating Revenues	\$634,102	\$771,640	\$47,443,365	\$1,269,390	\$5,852,030	\$1,966,822	\$4,364,448	\$4,220,133	\$2,249,790	\$132,715	\$7,292		\$68,911,727	\$68,552,529	\$359,198
Operating Expenses:															
Salaries and Wages	\$221,073	\$510,902	\$619,603	40,843	\$191,082	\$113,657	\$117,354	\$95,535	\$51,244	\$42,425	\$11,066	-	\$2,014,783	\$1,889,784	\$124,998
Employee Benefits	76,171	207,138	245,387	14,491	69,426	43,562	44,994	38,052	20,958	14,004	5,103	-	779,285	734,143	45,142
Communication	3,344	9,097	9,623	453	5,324	2,332	2,336	2,099	798	402	509	-	36,316	37,785	(1,469)
Printing and Advertising	961	1,319	1,616	33	254	538	196	101	47	33	30	-	5,126	6,993	(1,866)
Rents and Parking Fees	19,619	52,832	66,380	4,493	19,830	13,935	13,888	10,479	5,707	3,815	1,475	-	212,453	207,983	4,470
Equipment Repairs and Maintenance	690	1,840	2,186	96	558	2,138	403	321	187	78	1,411	-	9,906	7,935	1,971
Travel	15,380	31,181	39,956	4,470	9,780	14,732	10,214	9,108	3,210	4,115	1,517	-	143,664	167,115	(23,451)
Legal Fees	1,866	158	215	15	3,597	42	35	34	19	13	8	-	6,003	57,332	(51,330)
Audit Fees	808	2,404	12,165	695	3,180	2,031	1,296	1,817	1,292	970	1,235	-	27,893	27,819	74
Inspections	-	-	-	-	9,388	-	-	-	-	-	-	-	9,388	7,500	1,888
Dues and Subscription	163	1,945	1,414	58	266	2,046	122	2,144	101	67	6,632	-	14,956	26,376	(11,419)
Insurance	1,733	5,968	6,895	352	1,797	4,464	1,223	1,038	591	277	54	-	24,392	27,381	(2,989)
Data Processing and Data Services	20,126	51,782	197,167	1,037	8,591	21,719	16,042	2,816	1,782	990	431	-	322,484	321,544	940
Other Fees/Services	45,744	17,113	35,529	1,306	39,055	4,076	3,452	3,380	2,218	25,409	19,127	-	196,411	82,068	114,343
Office and Data Processing Supplies	6,707	6,106	6,951	169	1,166	782	709	466	278	141	29,969	-	53,444	42,240	11,204
Meeting and Venue Expenses	453	563	343	17	432	622	56	47	28	14	8,587	-	11,162	8,906	2,257
Expensed Furniture and Equipment	6,394	38,456	18,264	897	4,877	3,692	4,413	3,511	2,042	880	760	-	84,186	43,176	41,010
Provision for Loan Losses	-	-	-	-	61,604	-	-	-	-	-	-	-	61,604	48,750	12,854
Depreciation	6,194	23,988	5,304	355	1,611	4,013	19,295	815	615	444	25,953	-	88,586	108,589	(20,003)
Program Expenses	-	-	-	-	-	-	-	-	-	-	-	-	0	5,625	(5,625)
Recognized Match Expense	-	-	-	-	1,081,000	-	-	-	1,080,000	-	-	-	2,161,000	1,706,250	454,750
Federal Program Expense	-	-	45,562,020	1,200,912	4,323,222	1,754,135	4,147,504	4,000,944	1,124,836	96,000	-	-	62,209,573	62,022,750	186,823
Program Income Grant Expenses	-	-	-	-	-	-	-	-	-	-	-	-	0	150,000	(150,000)
Federal Refunds	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
State Refunds	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
State Program Expenses	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
Total Operating Expenses	\$427,426	\$962,790	\$46,831,018	\$1,270,690	\$5,836,039	\$1,988,517	\$4,383,533	\$4,172,707	\$2,285,951	\$190,076	\$113,866		\$68,472,614	\$67,738,042	\$734,572
Operating Income	\$206,675	(\$191,151)	\$612,347	(\$1,301)	\$15,991	(\$21,694)	(\$19,085)	\$47,426	(\$46,161)	(\$57,361)	(\$106,574)		\$439,113	\$814,487	(\$375,374)
Non-Operating Revenues															
Investment Income	-	-	2,679	-	880	-	-	-	-	-	46,079	-	49,638	231,000	(181,362)
Gain (Loss) on Fixed Assets	-	-	-	-	-	-	-	-	-	-	-	-	0	-	0
Total Non-Operating Revenues	-	-	\$2,679	-	\$880	-	-	-	-	-	\$46,079		\$49,638	\$231,000	(\$181,362)
Transfers In	-	-	-	-	-	-	-	-	48,258	57,686	-	(72,846)	33,098	96,940	(63,842)
Transfers Out	-	-	-	-	-	-	-	(48,258)	-	-	(970,788)	72,846	(946,200)	(843,813)	(102,387)
Excess (Deficiency) of Revenues Over (Under) Expenses	\$206,675	(\$191,151)	\$615,026	(\$1,301)	\$16,870	(\$21,694)	(\$19,085)	(\$832)	\$2,097	\$324	(\$1,031,283)	\$0	(\$424,352)	\$298,614	(\$722,965)

These financial statements are unaudited.

State Housing Trust Fund

Kansas Housing Resources Corporation
State Housing Trust Fund Statement of Revenues and Expenses Actual vs. Amended Financial Plan by Program
For the Nine Month Period Ended March 31, 2020

	SHTF General	KHC	Tenant Landlord Counseling	KGS	KCP&L	MIH	KAMP ERP	Eliminate Intrafund Transfers	ACTUAL TOTAL	AMENDED FINANCIAL PLAN TOTAL	Over (Under) Budget Variance
Operating Revenues:											
Fees for Services		\$149,090							\$149,090	\$153,500	(\$4,411)
Grant Administration/Grant Income					2,068				2,068	3,903	(1,835)
Recognized Match Income											
MRB/MCC Bond Fees											
PAB Multifamily Allocation Fees	122,340								122,340	131,250	(8,910)
Program Loan and Other Interest	55,539					4,646			60,185	60,375	(190)
Contributions and Donations		20,000			38,522				58,522	59,522	(1,000)
Other Income	7,121								7,121	7,500	(379)
Federal Program Revenues											
Federal Loan Proceeds											
State Program Revenues						2,000,000			2,000,000	2,000,000	0
State Loan Proceeds											
Total Operating Revenues	\$185,000	\$169,090			\$40,591	\$2,004,646			\$2,399,327	\$2,416,050	(\$16,723)
Operating Expenses:											
Salaries and Wages	\$5,069	\$38,158	\$6,902	\$0	\$2,841	\$20,029	\$371		\$73,370	\$125,675	(\$52,305)
Employee Benefits	1,234	14,214	2,669	0	623	6,469	85		25,293	45,927	(20,634)
Communication	17	664	92	0	31	245	1		1,050	2,535	(1,485)
Printing and Advertising	10	1,776	9	0		177	1		1,973	10,995	(9,022)
Rents and Parking Fees	482	25,945	916	0	2	1,899	77		29,320	30,767	(1,447)
Equipment Repairs and Maintenance	0	51	20	0		36	0		106	240	(134)
Travel	1,898	17,155	164	0		932	12		20,162	20,818	(656)
Legal Fees	3	27	4	0		8	0		42	11,293	(11,250)
Audit Fees	843	1,195	472	0		662	45		3,217	2,880	337
Inspections											
Dues and Subscription	63	97	37	0		51	2		250	174	76
Insurance	0	397	85	0		117	0		599	1,494	(895)
Data Processing and Data Services	167	12,121	306	0	180	527	13		13,314	11,310	2,004
Other Fees/Services	4,037	37,734	378	0		588	22		42,758	66,220	(23,462)
Office and Data Processing Supplies	8	9,145	50	0		62	1		9,266	7,429	1,836
Meeting and Venue Expenses	579	112,284	1	0		6	0		112,871	95,095	17,776
Expensed Furniture and Equipment	0	1,210	100	0		417	0		1,727	2,987	(1,259)
Provision for Loan Losses	39,731								39,731	45,225	(5,494)
Provision for Bad Debts											
Depreciation	0	0	0	0		0	0		0	1,458	(1,458)
Program Expenses	2,198				38,522		370,607		411,327	663,522	(252,195)
Recognized Match Expense											
Federal Program Expense											
Program Income Grant Expenses											
Federal Refunds											
State Refunds											
State Program Expenses						1,939,258			1,939,258	1,575,000	364,258
Total Operating Expenses	\$56,338	\$272,173	\$12,204	\$0	\$42,199	\$1,971,481	\$371,237		\$2,725,633	\$2,721,043	\$4,590
Operating Income	\$128,662	(\$103,084)	(\$12,204)	\$0	(\$1,608)	\$33,165	(\$371,237)		(\$326,306)	(\$304,992)	(\$21,314)
Non-Operating Revenues & Expenses:											
Investment IncomePX	2,193					46,287			48,480	63,000	(14,520)
Gain (Loss) on Fixed Assets											
Total Non-Operating Revenues	\$2,193					\$46,287			\$48,480	\$63,000	(\$14,520)
Transfers In	475,000	71,200					400,000		946,200	771,370	174,830
Transfers Out	(33,098)								(33,098)	(24,497)	(8,601)
Excess (Deficiency) of Revenues Over (Under) Expenses	\$572,757	(\$31,884)	(\$12,204)	\$0	(\$1,608)	\$79,452	\$28,763		\$635,276	\$504,881	\$130,395

These financial statements are unaudited.

KANSAS HOUSING RESOURCES CORPORATION
(A COMPONENT UNIT OF THE STATE OF KANSAS)

STATEMENT OF CASH FLOWS

For the Nine Month Period Ending March 31, 2020
(with Summarized Comparative Information for the period ended March 31 2019)

	2020			2019	Net Change (2020 vs. 2019) Grand Total
	KHRC Operations	State Housing Trust Fund	Total	Total	
Cash flows from operating activities:					
Cash received from others	\$68,967,237	\$2,470,584	\$71,437,821	\$67,925,379	\$3,512,442
Cash paid to others	(67,976,586)	(2,858,595)	(70,835,181)	(66,840,394)	(3,994,787)
Net cash from operating activities	990,652	(388,011)	602,641	1,084,985	(482,344)
Cash flows from noncapital and related financing activities:					
Transfers in from other funds	33,098	946,200	979,298	704,080	275,218
Transfers out to other funds	(946,200)	(33,098)	(979,298)	(704,080)	(275,218)
Net cash from noncapital and related financing activities	(913,102)	913,102	-	-	-
Cash flows from capital and related financing activities:					
Purchase of property and equipment	-	-	-	7,500	(7,500)
Net cash from capital and related financing activities	-	-	-	7,500	(7,500)
Cash flows from investing activities:					
Proceeds from sales and maturities of investments	1,677,981	1,634,297	3,312,278	1,036,697	(288,697)
Purchase of investments	(1,674,521)	(1,630,926)	(3,305,447)	(2,976,033)	(329,414)
Investment income	49,638	48,480	98,118	240,721	(142,603)
Net cash from investing activities:	53,098	51,851	104,949	(1,698,615)	1,803,564
Net change in cash	130,648	576,942	707,589	(606,130)	1,157,224
Cash and cash equivalents at beginning of year	1,029,587	3,401,174	4,430,761	6,279,867	(1,849,106)
Cash and cash equivalents at end of year	\$1,678,334	\$3,460,016	\$5,138,351	\$5,673,737	(\$640,335)
Reconciliation of operating income (loss) to net cash provided by operating activities:					
Operating income (loss)	\$439,113	(\$326,306)	\$112,806	\$796,075	(\$683,269)
Adjustments to reconcile operating income (loss) to net cash from operating activities:					
Depreciation	88,586	-	88,586	107,719	(19,133)
Provision for loan losses	-	-	-	-	-
Provision for loan losses (interest)	61,604	39,731	101,335	81,799	19,535
Changes in assets, deferred outflows, liabilities and deferred inflows:					
Accounts receivable	92,877	17,171	110,048	534,545	(424,497)
Interest receivable	1,381	(5,756)	(4,375)	(633)	(3,743)
Interest receivable	(60,223)	(45,487)	(105,710)	82,432	(188,142)
Prepays	30,500	40,800	71,300	93,223	(21,923)
Program loans receivable	(69,247)	19,043	(50,205)	(57,003)	6,798
Security deposit	-	-	-	-	-
Collective deferred outflows-pensions	-	-	-	-	-
Accounts payable	29,869	(43,432)	(13,563)	696	(14,260)
Accrued salaries and wages	96,378	(1,383)	94,995	51,482	43,513
Grants payable	(29,535)	(53,390)	(82,925)	(388,057)	(53,390)
Unearned revenue	431,429	(28,495)	402,934	19,621	383,313
Compensated absences	8,110	518	8,628	(72,684)	81,312
PTO Exchanges	-	-	-	-	-
Net pension liability	-	-	-	-	-
Housing conference liability	-	-	-	-	-
Deferred inflows - pension	-	-	-	-	-
Net cash from operating activities	990,652	(388,011)	602,641	1,084,985	(482,344)

These financial statements are unaudited.



Report: KHRC Investment Schedule
Account: UMB-KHRC AGG (5442)
As of: 03/31/2020

Identifier	Description	Original Units	Security Type	Trade Date	Settle Date	Amort Target Date	Maturity Date	Coupon Rate	Accrued Interest	Book Value	Net Unrealized Gain/Loss	Market Value	Market Value & Accrued Interest
Long-Term Investments													
06251AZ86	Bank Hapoalim BM, New York Branch.	246,000.00	CD	03/26/2020	04/02/2020	04/01/2021	04/01/2021	1.300	0.00	246,000.00	0.00	246,000.00	246,000.00
35471TCU4	Franklin Synergy Bank	249,000.00	CD	01/26/2017	01/31/2017	07/28/2021	07/28/2021	1.900	12.96	249,000.00	0.00	249,000.00	249,012.96
59013JSL4	Merrick Bank Corporation	245,000.00	CD	08/16/2016	08/30/2016	08/30/2021	08/30/2021	1.450	19.47	245,000.00	0.00	245,000.00	245,019.47
254672J41	Discover Bank	248,000.00	CD	08/23/2016	08/31/2016	08/31/2021	08/31/2021	1.550	337.01	248,000.00	0.00	248,000.00	248,337.01
3134GA6Z2	FEDERAL HOME LOAN MORTGAGE CORP	500,000.00	AGCY BOND	03/20/2017	03/27/2017	09/27/2021	09/27/2021	2.000	111.11	500,000.00	11,668.50	511,668.50	511,779.61
14042RKN0	Capital One, N.A.	247,000.00	CD	11/29/2017	12/06/2017	12/06/2021	12/06/2021	2.250	1,781.45	247,000.00	0.00	247,000.00	248,781.45
8562846D1	State Bank of India, New York branch	247,000.00	CD	01/26/2017	02/09/2017	02/09/2022	02/09/2022	2.300	809.35	247,000.00	0.00	247,000.00	247,809.35
38148PHD2	Goldman Sachs Bank USA	247,000.00	CD	03/14/2017	03/22/2017	03/22/2022	03/22/2022	2.300	155.64	247,000.00	0.00	247,000.00	247,155.64
336460CH1	First State Bank of DeQueen	249,000.00	CD	06/21/2017	06/30/2017	04/29/2022	04/29/2022	2.000	27.29	249,000.00	0.00	249,000.00	249,027.29
3130ABWJ1	FEDERAL HOME LOAN BANKS	250,000.00	AGCY BOND	08/11/2017	08/16/2017	05/16/2022	05/16/2022	1.900	593.75	250,000.00	7,457.00	257,457.00	258,050.75
02587CGD6	American Express Bank, FSB	247,000.00	CD	09/11/2017	09/19/2017	09/19/2022	09/19/2022	2.300	202.34	247,000.00	0.00	247,000.00	247,202.34
1404205M8	Capital One Bank (USA), National Association	247,000.00	CD	10/04/2017	10/12/2017	10/12/2022	10/12/2022	2.350	2,735.27	247,000.00	0.00	247,000.00	249,735.27
3136GQG1	FEDERAL NATIONAL MORTGAGE ASSOCIATION	915,000.00	AGCY BOND	11/13/2017	11/28/2017	10/26/2022	10/26/2022	2.050	8,076.15	913,861.79	37,601.88	951,463.67	959,539.81
795450J48	Sallie Mae Bank	246,000.00	CD	01/18/2018	01/24/2018	01/24/2023	01/24/2023	2.650	1,214.50	246,000.00	0.00	246,000.00	247,214.50
61747MK91	Morgan Stanley Bank, N.A.	246,000.00	CD	02/08/2018	02/15/2018	02/15/2023	02/15/2023	2.700	837.07	246,000.00	0.00	246,000.00	246,837.07
30781TBH0	Farmers and Merchants Bank (Milligan, NE)	246,000.00	CD	02/08/2018	02/28/2018	02/28/2023	02/28/2023	2.650	571.53	246,000.00	0.00	246,000.00	246,571.53
17312QR76	Citibank, N.A.	246,000.00	CD	08/16/2018	08/24/2018	08/24/2023	08/24/2023	3.300	822.92	246,000.00	0.00	246,000.00	246,822.92
20033AD94	Comenity Capital Bank	249,000.00	CD	08/16/2018	08/29/2018	08/29/2023	08/29/2023	3.300	67.54	249,000.00	0.00	249,000.00	249,067.54
3134GSWQ4	FEDERAL HOME LOAN MORTGAGE CORP	750,000.00	AGCY BOND	08/28/2018	09/18/2018	09/18/2023	09/18/2023	3.050	826.04	750,000.00	8,401.50	758,401.50	759,227.54
3130AJFJ3	FEDERAL HOME LOAN BANKS	500,000.00	AGCY BOND	03/23/2020	03/26/2020	09/26/2023	09/26/2023	1.250	86.81	500,000.00	357.00	500,357.00	500,443.81
06740KMG9	Barclays Bank Delaware	245,000.00	CD	10/05/2018	10/10/2018	10/10/2023	10/10/2023	3.350	3,912.62	245,000.00	0.00	245,000.00	248,912.62
062163BC3	Bank Forward	249,000.00	CD	08/16/2018	08/23/2018	10/23/2023	10/23/2023	3.150	193.40	249,000.00	0.00	249,000.00	249,193.40
61760AVS5	Morgan Stanley Private Bank, National Association	245,000.00	CD	02/11/2019	02/14/2019	02/14/2024	02/14/2024	3.050	962.21	245,000.00	0.00	245,000.00	245,962.21
3130AFZ91	FEDERAL HOME LOAN BANKS	150,000.00	AGCY BOND	04/08/2019	04/09/2019	03/08/2021	03/08/2024	2.780	266.42	150,454.44	2,142.81	152,597.25	152,863.67
58404DDN8	Medallion Bank	246,000.00	CD	03/08/2019	03/15/2019	03/15/2024	03/15/2024	2.800	320.81	246,000.00	0.00	246,000.00	246,320.81
3134GUEN6	FEDERAL HOME LOAN MORTGAGE CORP	800,000.00	AGCY BOND	10/08/2019	10/17/2019	03/29/2021	03/28/2024	1.875	83.33	801,763.18	6,019.22	807,782.40	807,865.73
48128HSK5	JPMorgan Chase Bank, National Association	246,000.00	CD	04/08/2019	04/17/2019	04/17/2024	04/17/2024	2.800	3,151.50	246,000.00	0.00	246,000.00	249,151.50
949763ZW9	Wells Fargo Bank, National Association	249,000.00	CD	04/11/2019	04/24/2019	04/24/2024	04/24/2024	2.750	150.08	249,000.00	0.00	249,000.00	249,150.08
27002YEN2	EagleBank, Inc.	100,000.00	CD	05/21/2019	05/24/2019	05/24/2024	05/24/2024	2.500	54.79	100,000.00	0.00	100,000.00	100,054.79
29278TKJ8	Enerbank USA Inc.	245,000.00	CD	08/05/2019	08/07/2019	08/07/2024	08/07/2024	2.150	779.30	245,000.00	0.00	245,000.00	245,779.30
3133X8L34	FEDERAL HOME LOAN BANKS	200,000.00	AGCY BOND	12/16/2019	12/17/2019	09/09/2024	09/09/2024	5.365	655.72	231,014.21	10,405.79	241,420.00	242,075.72
3134GVCZ9	FEDERAL HOME LOAN MORTGAGE CORP	767,000.00	AGCY BOND	02/13/2020	02/27/2020	02/18/2025	02/18/2025	1.700	1,557.44	767,000.00	6,377.61	773,377.61	774,935.04
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Identifier	Description	Original Units	Security Type	Trade Date	Settle Date	Date	Maturity Date	Rate	Interest	Book Value	Gain/Loss	Market Value	Market Value & Accrued Interest
Short-Term Investments													
981571BP6	World's Foremost Bank	200,000.00	CD	07/10/2015	07/16/2015	07/16/2020	07/16/2020	2.400	210.41	200,000.00	0.00	200,000.00	200,210.41
17284DEF5	CIT Bank	247,000.00	CD	07/27/2015	07/30/2015	07/30/2020	07/30/2020	2.300	964.99	247,000.00	0.00	247,000.00	247,964.99
90348JDJ6	UBS Bank USA	249,000.00	CD	08/16/2018	08/22/2018	08/24/2020	08/24/2020	2.750	187.60	249,000.00	0.00	249,000.00	249,187.60
05580ACW2	BMW Bank of North America Inc.	247,000.00	CD	09/15/2015	09/18/2015	09/18/2020	09/18/2020	2.200	208.43	247,000.00	0.00	247,000.00	247,208.43
02587DF37	American Express National Bank	247,000.00	CD	10/20/2015	10/28/2015	10/28/2020	10/28/2020	2.250	2,375.26	247,000.00	0.00	247,000.00	249,375.26
02006L6K4	Ally Bank	247,000.00	CD	10/27/2017	11/02/2017	11/02/2020	11/02/2020	2.000	2,043.67	247,000.00	0.00	247,000.00	249,043.67
9128283X6	UNITED STATES TREASURY	500,000.00	US GOV	12/27/2019	12/30/2019	02/15/2021	02/15/2021	2.250	1,421.70	502,936.14	6,048.24	508,984.38	510,406.08
CCYUSD	Payable	(246,000.00)	CASH	---	---	---	---	0.000	0.00	(246,000.00)	0.00	(246,000.00)	(246,000.00)
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Short & Long Term Investment Totals

12,053,000.00	---	---	---	---	---	---	38,787.87	12,088,029.76	96,479.54	12,184,509.30	12,223,297.17
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Investment Summary:

TOTAL	6,992,109.41
Total Certificates of Deposit	5,231,187.76
Total US Agency Obligations	



2021 Financial Plan

An Independent Instrumentality of the State of Kansas

May 19, 2020

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Overview of Financial Plan

The proposed 2021 Financial Plan was developed taking into consideration the following key factors and assumptions:

- Historical federal program activity is anticipated to continue at relatively constant overall funding levels. An additional \$8.1m of COVID19 stimulus funds have been awarded for Community Services Block Grant (CSBG) and \$5.7m for Emergency Solutions Grant (ESG).
- KHRC's Annual Contributions Contract (ACC) with HUD will expire 1/31/2021. Following HUD's decision to halt the PBCA rebid, we are awaiting direction on the status of the contract, which could include reoccurring extensions and/or the formal rebidding of the contract on either a regional or state-by-state basis. We continue to budget legal costs for the contract rebid. Our Management and Occupancy Reviews (MOR's) contract has also been extended through 1/31/2021. The financial plan assumes continued contract fees and MOR fees through June 2021.
- Anticipated receipt of a \$2.0 million Moderate Income Housing Program allocation from the State of Kansas followed by a competitive RFP to be issued in the fall of 2020, with awards announced winter 2020.
- Notice of KCP&L funding has been received for FY 2021.
- Continued focus on our mission, including the following grants: KAMP/ERP is budgeted to receive an additional \$400,000 from SHTF to award to existing weatherization agencies to continue to facilitate repairs and allow federally funded weatherization measures to move forward. Additionally, \$76,000 is budgeted for SHTF miscellaneous grants and \$324,000 for year two of the three-year Habitat for Humanity agreement. Finally, \$250,000 is set aside to conduct a state-wide housing study.
- As a conservative approach, expenses have been estimated higher than expected and revenues are planned on the lower side of expectations. Travel expenditures, for example, will likely be lower due to COVID-related effects on conferences and compliance monitoring visits. Budgeted employee positions may not be filled, other state entities may contribute toward the cost of the housing study and the PBCA rebid will likely not occur, eliminating the need for the associated legal fees.

Overview of Revenues

Estimated operating revenues from all funding sources to finance the 2021 Financial Plan total \$107.8 million compared to \$93.9 million for projected 2020, an increase of \$13.9 million. Operating revenues include fees for services, grant administration/grant income, recognized match income, and federal and state program revenues. The 2021 estimate is more than projected 2020 due primarily to the additional COVID19 stimulus funds that are anticipated to be expended during FY21.

Overview of Expenses

Operating expenses from all funding sources are estimated at \$108.7 million for 2021 versus \$93.9 million for projected 2020. Operating expenses include employee salaries and benefits, rents, travel, data processing and professional fees, program expenses and federal and state program expenses. The \$14.8 million projected increase is again primarily attributable to the additional COVID19 grants, but also to the minor salary/benefit items noted below and an estimated \$250,000 for a state-wide housing study.

Salaries and wages are budgeted \$259,000 higher in 2021 than the projected 2020 total. The projection is based on an overall 2.5% KHRC employee-wide average salary adjustment, reflecting cost-of-living and merit-based adjustments, and budgeting for up to 5 additional positions as identified as necessary to fulfill our mission in accordance with our strategic plan. Historically, the number of KHRC employees has grown during economic recovery/stimulus time periods.

Employee benefits are budgeted to increase by \$218,000 due primarily to a 4% health insurance increase and added benefits for the additional employees.

KHRC Operations

TOTAL OPERATIONS

	2019 Actual	2020 Financial Plan	2020 Projected Estimate	2021 Financial Plan	Net Change (2021 FP vs. 2020 Proj. Est.)
<u>Operating revenues:</u>					
Fees for Services	\$4,215,039	\$4,657,500	\$4,340,213	\$4,708,300	\$368,087
Grant Admin Inc & Fees for Services	1,608,749	1,624,287	1,592,559	1,682,675	90,116
Recognized Match Income	2,234,823	2,310,000	2,415,016	2,533,000	117,984
PAB Multi-family Allocation Fees	-	-	-	-	-
Program Loan Interest	107,532	108,000	106,912	108,000	1,088
Contributions and Donations	-	-	-	-	-
Other Income	46,961	14,500	18,864	21,500	2,636
Federal Program Revenues	78,983,816	82,697,000	82,995,927	96,301,544	13,305,617
Federal Loan Proceeds	-	-	-	-	-
State Program Revenues	-	-	-	-	-
Total operating revenues	\$87,196,920	\$91,411,287	\$91,469,492	\$105,355,019	\$13,885,527
<u>Operating expenses:</u>					
Salaries and Wages	\$2,273,744	\$2,515,386	\$2,723,193	\$2,970,668	\$247,475
Employee Benefits	770,059	1,043,319	997,575	1,215,185	217,610
Communications	42,957	50,380	48,011	61,467	13,456
Printing & Advertising	6,222	9,323	6,592	9,845	3,254
Rents and Parking Fees	270,318	277,311	281,682	301,520	19,839
Equipment Repair & Maintenance	10,046	10,580	12,890	14,270	1,380
Travel	155,247	222,820	191,155	282,321	91,166
Legal Fees	8,588	76,443	7,267	76,720	69,454
Audit Fees	25,644	29,635	27,893	29,839	1,946
Inspections	10,485	10,000	12,593	14,000	1,407
Dues and Subscription	46,593	35,168	17,623	22,385	4,762
Insurance	32,510	36,508	33,117	37,557	4,441
Data Processing & Data Services	407,024	428,725	428,790	468,385	39,595
Other Fees & Services	131,389	106,470	222,374	216,273	(6,101)
Office & Data Processing Supplies	34,828	56,319	64,480	81,530	17,049
Meeting & Venue Expenses	7,478	11,874	12,479	16,422	3,943
Expensed Furniture & Equipment	94,380	57,568	95,277	110,010	14,732
Provision for Loan Losses, net of recoveries	91,250	65,000	91,250	91,250	0
Provision for Bad Debt	-	-	-	-	-
Depreciation	143,696	144,785	108,474	114,691	6,217
Program Expenses	-	7,500	-	7,500	7,500
Recognized Match Expense	2,234,823	2,310,000	2,415,016	2,533,000	117,984
Federal Program Expense	78,983,816	82,697,000	82,995,927	96,301,544	13,305,617
Program Income Grant Expenses	136,583	200,000	-	100,000	100,000
Federal Refunds	(15,397)	-	-	-	-
State Refunds	-	-	-	-	-
State Program Expenses	-	-	-	-	-
Total operating expenses	\$85,902,284	\$90,402,115	\$90,793,658	\$105,076,384	\$14,282,726
		(0)			
Operating income (loss)	\$1,294,636	\$1,009,172	\$675,834	\$278,635	(\$397,199)
<u>Non-operating revenues:</u>					
Investment Income	\$370,140	\$308,000	\$255,789	\$177,900	(\$77,889)
Non-employer Pension Contribution Revenue	-	-	-	-	-
Gain (Loss) on Fixed Assets	-	-	-	-	-
Total non-operating revenues	\$370,140	\$308,000	\$255,789	\$177,900	(\$77,889)
Transfers in	\$186,087	\$136,763	\$116,267	\$159,116	\$42,849
Transfers out	(874,662)	(974,763)	(1,087,705)	(1,019,460)	68,245
Excess (deficiency) of revenues over (under) expenses	\$976,201	\$479,172	(\$39,816)	(\$403,809)	(\$363,993)

State Housing Trust Fund

TOTAL OPERATIONS

	2019 Actual	2020 Financial Plan	2020 Projected Estimate	2021 Financial Plan	Net Change (2021 FP vs. 2020 Proj. Est.)
<u>Operating revenues:</u>					
Fees for Services	\$148,040	\$153,500	\$150,665	\$153,500	\$2,836
Grant Admin Inc & Fees for Services	4,659	5,164	2,041	3,350	1,309
Recognized Match Income	-	-	-	-	-
PAB Multi-family Allocation Fees	15,600	175,000	152,340	175,000	22,660
Program Loan Interest	80,614	80,500	80,266	80,495	229
Contributions and Donations	64,272	73,522	68,522	68,522	(0)
Other Income	411	10,000	7,121	-	(7,121)
Federal Program Revenues	-	-	-	-	-
Federal Loan Proceeds	-	-	-	-	-
State Program Revenues	2,000,000	2,000,000	2,000,000	2,000,000	-
Total operating revenues	\$2,313,597	\$2,497,686	\$2,460,954	\$2,480,867	\$19,913
<u>Operating expenses:</u>					
Salaries and Wages	\$159,596	\$167,261	\$105,360	\$117,057	\$11,697
Employee Benefits	52,739	65,067	37,169	37,725	556
Communications	2,678	3,380	1,553	1,778	225
Printing & Advertising	3,214	12,327	2,350	3,930	1,579
Rents and Parking Fees	30,255	35,689	32,038	46,545	14,506
Equipment Repair & Maintenance	359	320	182	155	(27)
Travel	17,975	24,740	29,588	41,539	11,951
Legal Fees	30	15,057	69	15,080	15,011
Audit Fees	3,827	2,880	3,217	3,331	114
Inspections	-	-	-	-	-
Dues and Subscription	246	232	323	315	(8)
Insurance	1,755	1,992	816	643	(173)
Data Processing & Data Services	12,521	15,020	17,920	18,365	445
Other Fees & Services	64,319	73,830	50,022	318,048	268,026
Office & Data Processing Supplies	4,517	9,906	11,116	13,255	2,139
Meeting & Venue Expenses	95,052	125,126	113,057	114,053	997
Expensed Furniture & Equipment	4,399	3,982	2,235	2,415	181
Provision for Loan Losses, net of recoveries	58,915	60,300	58,915	59,300	385
Provision for Bad Debt	-	-	-	-	-
Depreciation	-	1,944	741	2,011	1,270
Program Expenses	583,105	738,522	491,387	838,522	347,135
Recognized Match Expense	-	-	-	-	-
Federal Program Expense	-	-	-	-	-
Program Income Grant Expenses	-	-	-	-	-
Federal Refunds	-	-	-	-	-
State Refunds	-	-	-	-	-
State Program Expenses	1,903,086	2,100,000	2,147,794	2,000,000	(147,794)
Total operating expenses	\$2,998,587	\$3,457,574	\$3,105,853	\$3,634,066	\$528,214
Operating income (loss)	(\$684,990)	(\$959,888)	(\$644,898)	(\$1,153,199)	(\$508,301)
<u>Non-operating revenues:</u>					
Investment Income	\$83,313	\$84,000	\$61,953	\$55,000	(\$6,953)
Non-employer Pension Contribution Revenue	-	-	-	-	-
Gain (Loss) on Fixed Assets	-	-	-	-	-
Total non-operating revenues	\$83,313	\$84,000	\$61,953	\$55,000	(\$6,953)
Transfers in	\$735,577	\$872,427	\$1,015,464	\$890,727	(\$124,737)
Transfers out	(47,002)	(34,427)	(44,027)	(30,383)	13,644
Excess (deficiency) of revenues over (under) expenses	\$86,898	(\$37,888)	\$388,492	(\$237,855)	(\$626,347)

Kansas Housing Resources Corporation (Combined)

GRAND TOTAL OPERATIONS

	2019 Actual	2020 Financial Plan	2020 Projected Estimate	2021 Financial Plan	Net Change (2021 FP vs. 2020 Proj. Est.)
<u>Operating revenues:</u>					
Fees for Services	\$4,363,079	\$4,811,000	\$4,490,878	\$4,861,800	\$370,922
Grant Admin Inc & Fees for Services	1,613,408	1,629,451	1,594,600	1,686,025	91,425
Recognized Match Income	2,234,823	2,310,000	2,415,016	2,533,000	117,984
PAB Multi-family Allocation Fees	15,600	175,000	152,340	175,000	22,660
Program Loan Interest	188,146	188,500	187,178	188,495	1,317
Contributions and Donations	64,272	73,522	68,522	68,522	(0)
Other Income	47,372	24,500	25,985	21,500	(4,485)
Federal Program Revenues	78,983,816	82,697,000	82,995,927	96,301,544	13,305,617
Federal Loan Proceeds	-	-	-	-	-
State Program Revenues	2,000,000	2,000,000	2,000,000	2,000,000	-
Total operating revenues	\$89,510,517	\$93,908,973	\$93,930,446	\$107,835,886	\$13,905,440
<u>Operating expenses:</u>					
Salaries and Wages	\$2,433,340	\$2,682,646	\$2,828,553	\$3,087,725	\$259,172
Employee Benefits	822,797	1,108,386	1,034,744	1,252,911	218,166
Communications	45,634	53,760	49,564	63,245	13,681
Printing & Advertising	9,436	21,650	8,942	13,775	4,833
Rents and Parking Fees	300,573	313,000	313,720	348,065	34,345
Equipment Repair & Maintenance	10,405	10,900	13,071	14,425	1,354
Travel	173,222	247,560	220,744	323,860	103,116
Legal Fees	8,618	91,500	7,335	91,800	84,465
Audit Fees	29,471	32,515	31,110	33,170	2,060
Inspections	10,485	10,000	12,593	14,000	1,407
Dues and Subscription	46,839	35,400	17,945	22,700	4,755
Insurance	34,265	38,500	33,932	38,200	4,268
Data Processing & Data Services	419,545	443,745	446,710	486,750	40,040
Other Fees & Services	195,709	180,300	272,397	534,321	261,924
Office & Data Processing Supplies	39,345	66,225	75,597	94,785	19,188
Meeting & Venue Expenses	102,530	137,000	125,535	130,475	4,940
Expensed Furniture & Equipment	98,779	61,550	97,512	112,425	14,913
Provision for Loan Losses, net of recoveries	150,165	125,300	150,165	150,550	385
Provision for Bad Debt	-	-	-	-	-
Depreciation	143,696	146,729	109,215	116,702	7,487
Program Expenses	583,105	746,022	491,387	846,022	354,635
Recognized Match Expense	2,234,823	2,310,000	2,415,016	2,533,000	117,984
Federal Program Expense	78,983,816	82,697,000	82,995,927	96,301,544	13,305,617
Program Income Grant Expenses	136,583	200,000	-	100,000	100,000
Federal Refunds	(15,397)	-	-	-	-
State Refunds	-	-	-	-	-
State Program Expenses	1,903,086	2,100,000	2,147,794	2,000,000	(147,794)
Total operating expenses	\$88,900,871	\$93,859,689	\$93,899,511	\$108,710,450	\$14,810,939
Operating income (loss)	\$609,646	\$49,285	\$30,935	(\$874,564)	(\$905,500)
<u>Non-operating revenues:</u>					
Investment Income	\$453,453	\$392,000	\$317,741	\$232,900	(\$84,841)
Non-employer Pension Contribution Revenue	-	-	-	-	-
Gain (Loss) on Fixed Assets	-	-	-	-	-
Total non-operating revenues	\$453,453	\$392,000	\$317,741	\$232,900	(\$84,841)
Transfers in	\$921,664	\$1,009,190	\$1,131,731	\$1,049,843	(\$81,888)
Transfers out	(921,664)	(1,009,190)	(1,131,732)	(1,049,843)	81,889
Excess (deficiency) of revenues over (under) expenses	\$1,063,099	\$441,285	\$348,676	(\$641,664)	(\$990,340)

NET POSITION

	2019 ACTUAL	2020 FINANCIAL PLAN	2020 PROJECTED ESTIMATE	2021 FINANCIAL PLAN
<i>Kansas Housing Resources Corporation (Combined)</i>				
NET POSITION:				
<i>Net Position, beginning</i>	\$ 14,922,370	\$ 15,985,471	\$ 15,985,471	\$ 16,334,147
Excess (deficiency) of revenues over (under) expenses	1,063,101	441,285	348,676	(641,664)
<i>Net Position, ending</i>	<u>\$ 15,985,471</u>	<u>\$ 16,426,756</u>	<u>\$ 16,334,147</u>	<u>\$ 15,692,483</u>

KHRC Operations

NET POSITION:				
<i>Net Position, beginning</i>	\$ 10,347,432	\$ 11,323,634	\$ 11,323,634	\$ 11,283,818
Excess (deficiency) of revenues over (under) expenses	976,202	479,172	(39,816)	(403,809)
<i>Net Position, ending</i>	<u>\$ 11,323,634</u>	<u>\$ 11,802,806</u>	<u>\$ 11,283,818</u>	<u>\$ 10,880,009</u>

State Housing Trust Fund

NET POSITION:				
<i>Net Position, beginning</i>	\$ 4,574,938	\$ 4,661,837	\$ 4,661,837	\$ 5,050,329
Excess (deficiency) of revenues over (under) expenses (page 12)	86,899	(37,888)	388,492	(237,855)
<i>Net Position, ending</i>	<u>\$ 4,661,837</u>	<u>\$ 4,623,949</u>	<u>\$ 5,050,329</u>	<u>\$ 4,812,474</u>

**Kansas Housing Resources Corporation
REVENUES AND EXPENSES BY PROGRAM
2021 Financial Plan**

	Housing Development	Housing Compliance	Contract Administration	NHTF	HOME	DOE WAP	LIEAP WAP	CSBG	ESG	HMIS	KHRC Corporate	Eliminate Intrafund Transfers	KHRC Ops Total
Operating Revenues:													
Fees for Services	\$1,140,000	\$974,900	\$2,581,500	\$ 400	\$5,500	-	-	-	-	-	\$6,000	-	\$4,708,300
Grant Administration/Grant Income	-	-	-	97,164	501,270	292,088	286,780	363,839	103,445	38,088	-	-	1,682,675
Recognized Match Income	-	-	-	-	1,200,000	-	-	-	1,300,000	33,000	-	-	2,533,000
MRB/MCC Bond Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
PAB Multifamily Allocation Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Program Loan and Other Interest	-	-	-	-	104,000	-	-	-	-	-	4,000	-	108,000
Contributions and Donations	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	15,000	4,000	-	-	-	-	2,500	-	21,500
Federal Program Revenues	-	-	61,000,000	2,500,000	6,925,000	2,500,000	5,500,000	10,690,000	7,100,000	86,544	-	-	96,301,544
Federal Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
State Program Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-
State Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Revenues	\$1,140,000	\$974,900	\$63,581,500	\$2,597,564	\$8,750,770	\$2,796,088	\$5,786,780	\$11,053,839	\$8,503,445	\$157,632	\$12,500		\$105,355,019
Operating Expenses:													
Salaries and Wages	\$317,593	\$722,004	\$998,739	52,299	\$263,291	\$157,773	\$145,473	\$160,966	\$97,043	\$45,010	\$10,477	-	\$2,970,668
Employee Benefits	129,087	299,054	413,550	19,029	106,821	60,833	58,090	64,456	37,141	16,212	10,913	-	1,215,185
Communication	6,124	14,007	17,121	800	8,824	3,870	3,405	3,934	1,467	643	1,274	-	61,467
Printing and Advertising	1,393	1,822	3,190	46	552	1,740	495	392	140	52	22	-	9,845
Rents and Parking Fees	30,345	71,724	95,347	6,244	28,996	19,131	18,814	15,398	8,499	5,570	1,451	-	301,520
Equipment Repairs and Maintenance	832	1,961	2,750	104	690	4,609	363	413	224	87	2,237	-	14,270
Travel	26,426	62,451	70,568	9,560	20,875	28,353	17,881	21,573	8,265	11,303	5,065	-	282,321
Legal Fees	2,104	5,281	50,406	24	15,122	70	55	1,067	46	30	2,515	-	76,720
Audit Fees	1,062	4,329	11,730	814	3,257	2,037	1,515	1,870	1,315	1,196	712	-	29,839
Inspections	-	-	-	-	14,000	-	-	-	-	-	-	-	14,000
Dues and Subscription	768	3,286	2,158	1,083	1,181	3,226	159	3,200	151	112	7,063	-	22,385
Insurance	3,455	8,138	11,416	434	2,862	6,689	1,507	1,714	929	362	50	-	37,557
Data Processing and Data Services	34,978	74,902	277,993	1,367	15,914	31,409	22,324	4,781	2,798	1,351	568	-	468,385
Other Fees/Services	39,760	25,697	61,475	2,509	17,902	6,020	4,889	6,116	3,289	23,514	25,102	-	216,273
Office and Data Processing Supplies	9,776	11,170	14,866	435	2,829	2,218	1,461	1,498	845	316	36,117	-	81,530
Meeting and Venue Expenses	939	1,167	898	57	1,003	1,407	106	221	92	28	10,505	-	16,422
Expensed Furniture and Equipment	11,331	29,776	33,490	1,284	8,635	8,623	5,676	5,976	3,147	1,277	795	-	110,010
Provision for Loan Losses	-	-	-	-	91,250	-	-	-	-	-	-	-	91,250
Provision for Bad Debt	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation	9,591	11,489	16,357	791	4,497	6,461	27,188	2,570	1,578	847	33,324	-	114,691
Program Expenses	-	-	-	-	-	-	-	-	-	-	7,500	-	7,500
Recognized Match Expense	-	-	-	-	1,200,000	-	-	-	1,300,000	33,000	-	-	2,533,000
Federal Program Expense	-	-	61,000,000	2,500,000	6,925,000	2,500,000	5,500,000	10,690,000	7,100,000	86,544	-	-	96,301,544
Program Income Grant Expenses	-	-	-	-	100,000	-	-	-	-	-	-	-	100,000
Federal Refunds	-	-	-	-	-	-	-	-	-	-	-	-	-
State Refunds	-	-	-	-	-	-	-	-	-	-	-	-	-
State Program Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expenses	\$625,567	\$1,348,257	\$63,082,053	\$2,596,880	\$8,833,502	\$2,844,469	\$5,809,401	\$10,986,144	\$8,566,968	\$227,455	\$155,688		\$105,076,384
Operating Income	\$514,433	(\$373,357)	\$499,447	\$684	(\$82,732)	(\$48,381)	(\$22,621)	\$67,695	(\$63,523)	(\$69,823)	(\$143,188)		\$278,635
Non-Operating Revenues													
Investment Income	-	-	2,000	-	900	-	-	-	-	-	175,000	-	177,900
Gain (Loss) on Fixed Assets	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Operating Revenues	-	-	\$2,000	-	\$900	-	-	-	-	-	\$175,000		\$177,900
Transfers In	-	-	-	-	-	23,732	-	-	64,989	70,395	-	102,336	261,452
Transfers Out	-	-	-	-	-	-	-	(64,989)	-	-	(954,471)	0	(1,019,460)
Excess (Deficiency) of Revenues Over	\$514,433	(\$373,357)	\$501,447	\$684	(\$81,832)	(\$24,649)	(\$22,621)	\$2,706	\$1,466	\$572	(\$922,659)		(\$403,809)

**State Housing Trust Fund
REVENUES AND EXPENSES BY PROGRAM
2021 Financial Plan**

	SHTF General	KHC	IDA	Tenant Landlord Counseling	KGS	KCP&L	MIH	KAMP/ERP	SHTF Total
Operating Revenues:									
Recognized Match Income	-	\$153,500	-	-	-	-	-	-	\$153,500
Grant Administration/Grant Income	-	-	-	-	-	3,350	-	-	3,350
PAB Multi-family Allocation Fees	-	-	-	-	-	-	-	-	-
Program Loan and Other Interest	-	-	-	-	-	-	-	-	-
PAB Multifamily Allocation Fees	175,000	-	-	-	-	-	-	-	175,000
Other Income	74,300	-	-	-	-	-	6,195	-	80,495
Federal Program Revenues	-	30,000	-	-	-	38,522	-	-	68,522
Federal Loan Proceeds	-	-	-	-	-	-	-	-	-
State Program Revenues	-	-	-	-	-	-	-	-	-
State Loan Proceeds	-	-	-	-	-	-	-	-	-
Operating Revenues	-	-	-	-	-	-	2,000,000	-	2,000,000
	-	-	-	-	-	-	-	-	-
Total Operating Revenues	\$249,300	\$183,500	-	-	-	\$41,872	\$2,006,195	-	\$2,480,867
Operating Expenses:									
Salaries and Wages	\$8,042	\$54,853	-	\$5,472	-	\$8,209	\$38,910	\$1,571	\$117,057
Employee Benefits	1,958	19,464	-	1,487	-	2,602	11,787	428	37,725
Communication	64	1,101	-	42	-	110	456	6	1,778
Printing and Advertising	20	3,052	-	513	-	13	328	3	3,930
Travel	732	41,048	-	800	-	545	3,242	177	46,545
Equipment Repairs and Maintenance	0	102	-	2	-	10	40	1	155
Audit Fees	4,506	31,473	-	327	-	332	4,714	188	41,539
Inspections	14	29	-	15,009	-	9	17	2	15,080
Dues and Subscription	746	959	-	442	-	402	663	119	3,331
Insurance	-	-	-	-	-	-	-	-	-
Data Processing & Data Services	63	103	-	38	-	36	65	10	315
Other Fees & Services	0	423	-	10	-	40	166	3	643
Data Processing and Data Services	309	16,443	-	208	-	514	835	57	18,365
Other Fees/Services	265,644	50,754	-	319	-	369	874	87	318,048
Office and Data Processing Supplies	40	12,893	-	90	-	44	180	8	13,255
Meeting and Venue Expenses	1,002	113,032	-	2	-	4	13	1	114,053
Expensed Furniture and Equipment	0	1,629	-	30	-	115	633	9	2,415
Provision for Loan Losses	59,300	-	-	-	-	-	-	-	59,300
Provision for Bad Debts	-	-	-	-	-	-	-	-	-
Recognized Match Expense	276	869	-	176	-	196	447	48	2,011
Federal Program Expense	400,000	-	-	-	-	38,522	-	400,000	838,522
Program Income Grant Expenses	-	-	-	-	-	-	-	-	-
Federal Refunds	-	-	-	-	-	-	-	-	-
State Refunds	-	-	-	-	-	-	-	-	-
State Program Expenses	-	-	-	-	-	-	-	-	-
Operating Expenses	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	2,000,000	-	2,000,000
	-	-	-	-	-	-	-	-	-
Total Operating Expenses	\$742,716	\$348,227	-	\$24,966	-	\$52,069	\$2,063,371	\$402,716	\$3,634,066
Operating Income	(\$493,416)	(\$164,727)	-	(\$24,966)	-	(\$10,197)	(\$57,176)	(\$402,716)	(\$1,153,199)
Non-Operating Revenues & Expenses:									
Investment Income PX	5,000	-	-	-	-	-	50,000	-	55,000
Gain (Loss) on Fixed Assets	-	-	-	-	-	-	-	-	-
Total Non-Operating Revenues	\$5,000	-	-	-	-	-	\$50,000	-	\$55,000
Transfers In	326,000	164,727	-	-	-	-	-	400,000	890,727
Transfers Out	(30,383)	-	-	-	-	-	-	-	(30,383)
Excess (Deficiency) of Revenues Over (Under) Expenses	(\$192,799)	\$0	-	(\$24,966)	-	(\$10,197)	(\$7,176)	(\$2,716)	(\$237,855)

**Kansas Housing Resources Corporation
REVENUES AND EXPENSES BY PROGRAM
2021 Financial Plan**

	KHRC Operations	State Housing Trust Fund	Grand Total
<u>Operating Revenues:</u>			
Fees for Services	\$4,708,300	\$153,500	\$4,861,800
Grant Administration/Grant Income	1,682,675	3,350	1,686,025
Recognized Match Income	2,533,000	-	2,533,000
PAB Multi-family Allocation Fees	-	175,000	175,000
Program Loan and Other Interest	108,000	80,495	188,495
Contributions and Donations	-	68,522	68,522
Other Income	21,500	-	21,500
Federal Program Revenues	96,301,544	-	96,301,544
State Program Revenues	-	2,000,000	2,000,000
<u>Total Operating Revenues</u>	<u>\$105,355,019</u>	<u>\$2,480,867</u>	<u>\$107,835,886</u>
<u>Operating Expenses:</u>			
Salaries & Wages	\$2,970,668	\$117,057	\$3,087,725
Employee Benefits	1,215,185	37,725	1,252,911
Communications	61,467	1,778	63,245
Printing & Advertising	9,845	3,930	13,775
Rents and Parking Fees	301,520	46,545	348,065
Equipment Repair & Maintenance	14,270	155	14,425
Travel	282,321	41,539	323,860
Legal Fees	76,720	15,080	91,800
Audit Fees	29,839	3,331	33,170
Inspections	14,000	-	14,000
Dues and Subscription	22,385	315	22,700
Insurance	37,557	643	38,200
Data Processing & Data Services	468,385	18,365	486,750
Other Fees/Services	216,273	318,048	534,321
Office & Data Processing Supplies	81,530	13,255	94,785
Meeting & Venue Expenses	16,422	114,053	130,475
Expensed Furniture & Equipment	110,010	2,415	112,425
Provision for Loan Losses	91,250	59,300	150,550
Depreciation	114,691	2,011	116,702
Program Expenses	7,500	838,522	846,022
Recognized Match Expense	2,533,000	-	2,533,000
Federal Program Expense	96,301,544	-	96,301,544
Program Income Grant Expenses	100,000	-	100,000
State Program Expenses	-	2,000,000	2,000,000
<u>Total Operating Expenses</u>	<u>\$105,076,384</u>	<u>\$3,634,066</u>	<u>\$108,710,450</u>
<u>Operating Income</u>	<u>278,635</u>	<u>(1,153,199)</u>	<u>(874,564)</u>
<u>Non-Operating Revenues:</u>			
Investment Income	177,900	55,000	232,900
<u>Total Non-Operating Revenues</u>	<u>\$177,900</u>	<u>\$55,000</u>	<u>\$232,900</u>
Transfers In	159,116	890,727	1,049,843
Transfers Out	(1,019,460)	(30,383)	(1,049,843)
<u>Excess (deficiency) of revenues over (under) expenses</u>	<u>(403,809)</u>	<u>(237,855)</u>	<u>(641,664)</u>

KHRC Operations
CAPITAL OUTLAY
 2021 Financial Plan

Description	Cost
<i>KHRC Operations</i>	
<u>Information Technology equipment:</u>	
IT Virtualization Project	\$ 150,000
New Phone System	100,000
Total Information Technology equipment	250,000
Total 2021 Financial Plan Capital Outlay	\$ 250,000

KHRC's fixed asset capitalization policy: Individual items with a cost of \$5,000 or more with a useful life of more than one year are capitalized.



To: KHRC Board
From: Kansas Housing Executive Team,
Kansas Housing Conference Work Group
Date: May 19, 2020
Subject: 2020 Kansas Housing Conference

Currently in its 15th year, the Kansas Housing Conference is our state's premier affordable housing event. The conference brings together nearly 600 property managers, owner/agents, developers, government officials, nonprofit leaders, and community advocates to network, learn, and explore the latest trends and innovations in affordable housing.

As effects of the coronavirus pandemic ripple throughout our communities and economy, the events and hospitality industries have been hit particularly hard. Even as stay at home orders are lifted and the economy gradually reopens, events are being cancelled, postponed, or transitioned online in an effort to mitigate the spread of the virus and economize dwindling budgets.

The 2020 Kansas Housing Conference is scheduled for August 26-28 at the Overland Park Convention Center. Our team has been closely monitoring public health conditions and proceeding with tentative conference plans even as our state observed stay-at-home orders and school and workplace closures. As we proceed with phased reopening and inch closer to June 1, our projected registration opening date, we're faced with the difficult decision of how to move forward. Our options are as follows:

- Continue with the event as planned.
- Postpone the conference until a later date.
- Cancel the live event and offer selected conference content virtually.
- Cancel the 2020 conference and resume programming with next summer's 2021 conference.

Decision Timeline. We spent the spring months observing current trends and the pandemic's effects with hopes that we would emerge with a clear plan for how to move forward. With our projected registration opening date just weeks away, the virus still at large, and future plans still uncertain, it's time to make a decision and advise our stakeholders accordingly. We've set the following timeline for our decision:

- *May 19:* Discuss at KHRC Board, KHC Work Group meetings
- *May 20:* Discuss at KHC Steering Committee conference call
- *May 22:* Final internal decision made
- *Week of May 26-29:* Communicate final decision to stakeholders via email blast, social media posts, and web announcement
- *June 1:* General registration opens (if applicable)

Decision Points. We welcome feedback from our Board leadership, conference steering committee, community partners, past and prospective attendees, and staff as we consider this important decision. Below are factors we're considering in our deliberations.

- **Industry norms.** Our team polled peer state housing finance agencies and surveyed upcoming housing events to see how our housing partners and colleagues are handling this dilemma. While spring and most early-mid summer events have been cancelled or postponed, plans for late summer and fall are mixed. Many have cancelled, postponed, or pivoted to an online format. Some are tentatively moving forward. Please see the attached document for input on upcoming events from peer state HFAs.
- **Survey results.** We conducted a survey of our conference stakeholders and partners to assess their preferences, plans, and comfort level with attending live events in the current environment. Please see the survey results attached.
- **Financial implications.** The Kansas Housing Conference is not a revenue generating event; KHRC subsidizes the conference to fulfill our public service mission and provide training and support to our housing partners and stakeholders. Conference venue space and hotel room blocks must typically be secured 18-24 months in advance. We are contractually bound to meet minimum financial obligations to our conference venue and conference hotel. We also have contractual obligations to our event management

platform, which hosts our conference website and handles registration and payment, and two compliance training consultants. Event management and compliance training services would still be used if we transitioned to a virtual conference experience.

Cancellation fees for our venue and hotel are listed below.

2020 Kansas Housing Conference – Contractual Obligations

Entity	Service	Amount
Overland Park Convention Center	Event Venue	\$40,000
Overland Park Sheraton	Conference Hotel	\$49,187

Recommendation. We have been in close contact with both the conference center and hotel to explore our options. Fortunately, both are willing to work with us to ensure that we broadly honor the terms of our agreement and avoid significant financial penalties. After carefully considering current public health concerns, stakeholder input, industry precedent, and contractual obligations, we propose the following:

- *Cancel the 2020 live conference and reschedule the event for August 2021.* Both the Overland Park Sheraton and the Overland Park Convention Center have graciously allowed us to avoid cancellation fees and apply our current OPCC deposit toward our 2021 event. We already have an agreement in place with the Hyatt Regency Wichita for August 2021. Fortunately, our Wichita venue partners are happy to allow us to reschedule that event for August 2022.
- *Offer selected conference content--specifically compliance training, pandemic-response guidance, and individual help sessions--virtually.* Compliance training represents the bulk of our conference content and is primarily presented by contracted speakers. These consultants have extensive experience leading virtual events. We have established relationships with both, and they are eager to work with us and develop a virtual training plan that works for our audience. We also plan to allow our partners with timely guidance on COVID response efforts to present their content virtually. We recommend delaying general breakout content to 2022.

Throughout the pandemic emergency, KHRC has striven to protect the health and safety of our staff and stakeholders while ensuring seamless delivery of programs and services. These goals guide our conference planning deliberations as well. We welcome your input as we consider this important decision and explore how we can continue to unlock home for Kansans, particularly in this crucial time of need.



Peer HFA Input | Summer/Fall Conferences

- **Oklahoma:** In Oklahoma we are partnering with our state housing coalition for an event during the same timeframe. So far we are still planning on having it. I would imagine we would have a better idea as to comfort levels pretty quickly. Event planning is so tricky right now.

I will know more once we have our monthly Zoom meeting. It's our Coalition at the heart of planning ours. Last month the committee asked our conference planner to put the brakes on sending her reminder postcards because no one was going to be in the office and it seemed tone deaf. She is now pushing information out targeted mainly to Coalition members because they get a discount for early bird.

Our conference is tied to fair housing training so in a normal year we would have a good turn out.

People are either really excited to jump into big gatherings. Others are extremely hesitant. There are just so many unknowns.

- **Kentucky:** We are struggling with that right now, too. We had pushed back our affordable housing conference – typically held in the fall – to the spring of 2021. Now, we have cancelled it, because we fear that not only will our state have restrictions on large gatherings, but also because we expect our partners who usually attend to not have a travel budget.

We have been talking about ways to host more webinars as well as to use some of our conference budget to do listening tours around the state. Soon, we will have a change in leadership, so we expect the timing to be good to have smaller, more focused gatherings.

We would love to hear ideas, too.

- **North Dakota:** Rather than doing a full-blown conference in 2020, NDHFA switched to a one-day only event format for our partners. The decision was made before we'd even heard of COVID-19. I believe Connecticut HFA is the doing the same, and we patterned our events after theirs. We made the change because our housing conference, after 28 years with topics all over the

place, we felt wasn't doing justice to our target audiences – lenders, property managers and developers.

We hosted a Homeownership Forum in February, same speaker at two-different locations to maximize lender attendance, and we were planning to host a Multifamily Forum in mid-April with topics for our property mgmt. and development partners.

Hosting a Homeownership-only event in two locations increased our lender participation by 50%. We were doing really well with sponsors interest in the Multifamily event and registration numbers from general attendees were looking good too, when we had to pull the plug on the plug.

Right now, I'm rescheduling the UPCS (rental compliance) training for mid September that was to be hosted in conjunction with the Multifamily event. We'll decide by early July if it need to be a webinar vs. face-to-face. I have a hotel space reserved, but haven't signed the contract as we don't know if people will show for a face-to-face event between lost travel dollars and concerns of what they might be exposing their staff to. Hotels here are currently operating at about 10% of their usual business, so they haven't pushed us to return the contract cause no one is asking for the same date. Maids, etc. have been furloughed and the mgmt. staff is running the front desk and cleaning trying to hang on to their jobs. 😞

We have dates for our 2021 events, but again, we haven't signed everything. We'll plan for topics that can be held as webinars, if needed.

- Vermont: Thanks to all who have shared their planning experiences. In Vermont, our biennial conference was slated for November 2020. We did recently decide to cancel, as disappointing as that was, because of the uncertainty of large events. Surveys of the 400+ attendees drawn by each conference showed that it was the opportunity to network and come together from points across the state that people valued most. Since none of the alternatives we could think off for this fall could safely offer this, our multi-agency conference planning committee made the decision to cancel.

We are still hoping to do something smaller in scale in lieu of the 2020 conference but are not sure what that will be. Our conference planning committee agreed to come together to discuss options whenever gatherings of at least 250 people become possible again.

- Delaware: We are planning to hold our bi-annual Governor's Conference on Housing on Tuesday, October 6. Ours is just a one-day event so we don't have a ton of people traveling for it, but we do share the same concerns you expressed. Many of our sponsors and attendees are local nonprofit and housing organizations, and I'm not sure they will have the training budget to be able to commit to the conference. I plan to post our registration info this week but include a notice on the site that says we will be monitoring the situation and making a final decision in July whether or not to postpone or cancel the conference.
- New Mexico: After many conversations with our top sponsors, summit partners (REALTORS Association of NM, NM Mortgage Lenders, NM Coalition to End Homelessness and Habitat NM) and our staff, we have decided to postpone our biennial summit that was scheduled for September 16-18. The reasons are the same as others have mentioned: people are hesitant to travel, the hotel is barely operational, sponsors are reluctant to commit, and everyone is stretched to the max and worried about finances.

In addition, New Mexico's governor has no plans to authorize large gatherings in the foreseeable future. She says they are "on hold indefinitely." A smaller gather that allows for social distancing would be economically unviable. (The agency that provides event support for us said that proper social distancing would reduce capacity in our main meeting hall from 400 to 96.)

The folks I talked to were adamantly opposed to a virtual summit. As seems to be the case with other housing conferences, the primary value of our event is the opportunity to meet face-to-face.

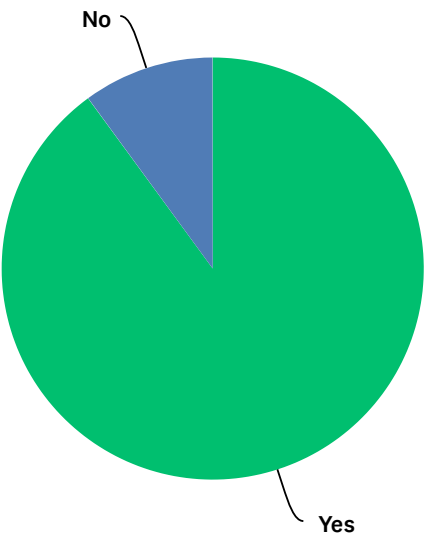
We plan to have a "do over" summit in September 2021. Our partners and sponsors tell me that they are relieved by this decision, because they don't have the capacity to focus on it right now and because there is no way to know what things will look like in September. I would rather wait and produce an event that lives up to what our attendees and partners have come to expect rather than put something together that might fall short. Hopefully, we will have the best summit ever in the fall of 2021.

- Iowa: At this point, HousingIowa conference seems to be a go for Sept. 4-6.
- North Carolina: NC Affordable Housing Conference moving forward Sept. 1-2.
- Colorado: Housing Colorado conference scheduled for Oct. 7-9.

- Nebraska: NIFA Housing Innovation Marketplace rescheduled from March 16-18 to June 22-24, 2020.
- Ohio: Ohio Housing Conference currently planned for Dec. 1-3.
- Arizona: Arizona Housing Forum still tentatively planned for August 24 -26,

Q1 Have you previously attended the Kansas Housing Conference?

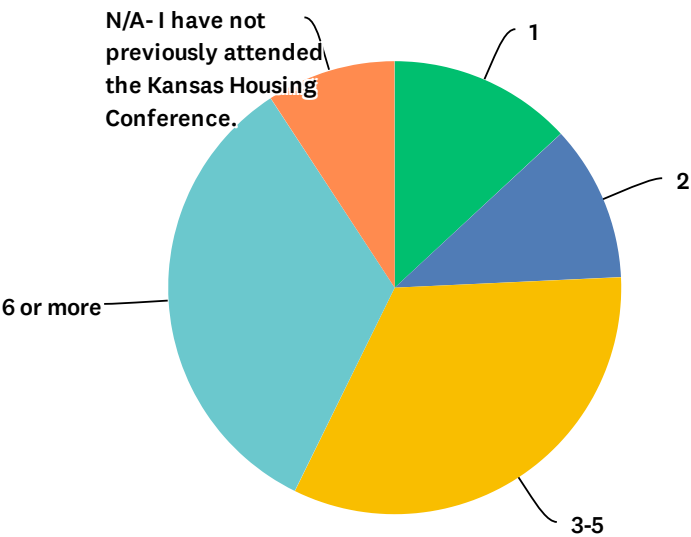
Answered: 209 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		89.95%	188
No		10.05%	21
TOTAL			209

Q2 If you have previously attended the Kansas Housing Conference, how many times?

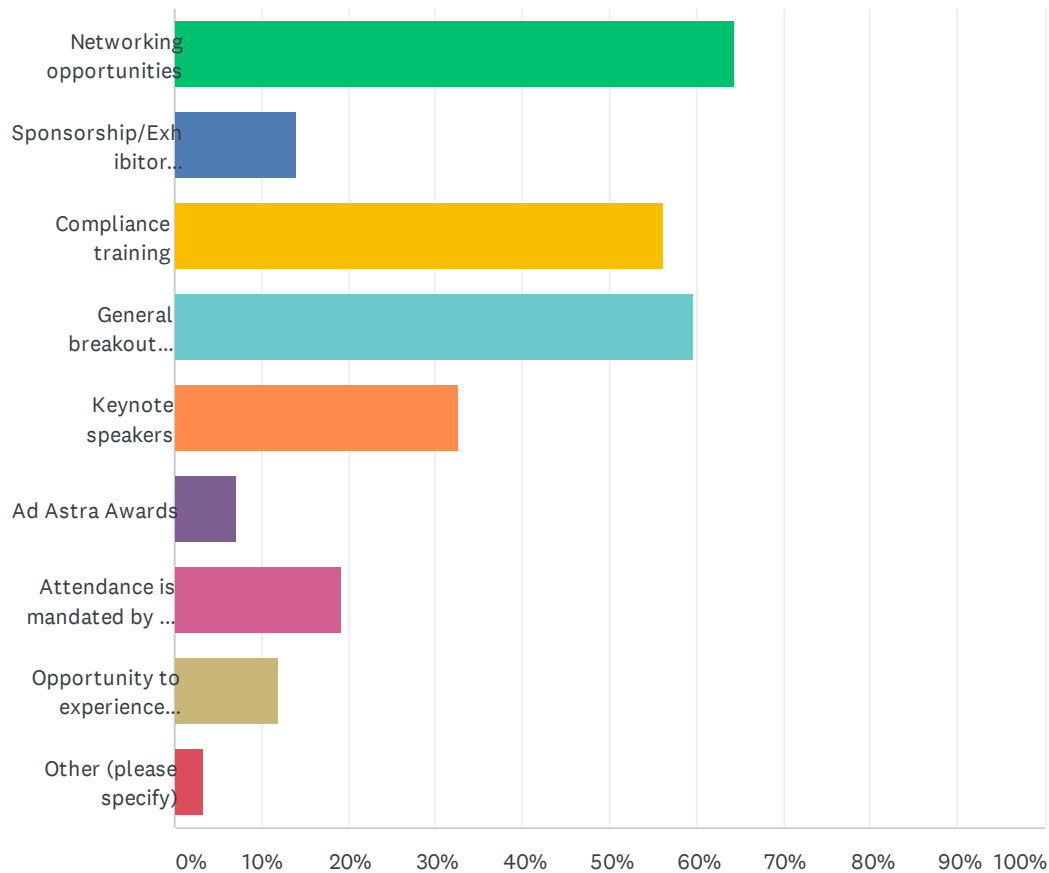
Answered: 206 Skipped: 3



ANSWER CHOICES	RESPONSES	
1	13.11%	27
2	11.17%	23
3-5	33.01%	68
6 or more	33.50%	69
N/A- I have not previously attended the Kansas Housing Conference.	9.22%	19
TOTAL		206

Q3 What are your main reasons for attending the Kansas Housing Conference? Please select all that apply.

Answered: 208 Skipped: 1



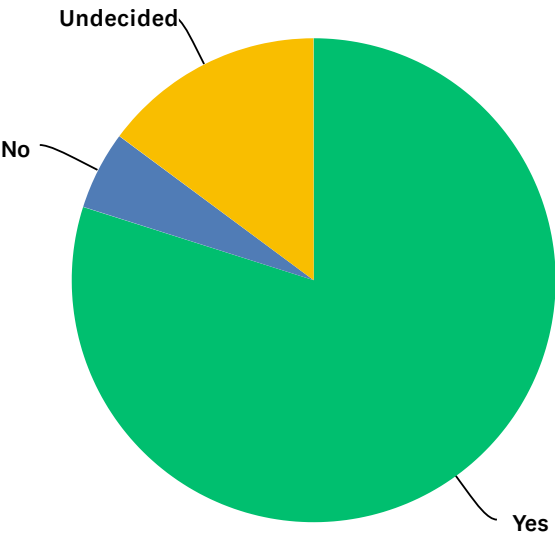
ANSWER CHOICES	RESPONSES	
Networking opportunities	64.42%	134
Sponsorship/Exhibitor opportunities	13.94%	29
Compliance training	56.25%	117
General breakout sessions: program information, community resources, homelessness strategies, etc.	59.62%	124
Keynote speakers	32.69%	68
Ad Astra Awards	7.21%	15
Attendance is mandated by my employer/supervisor	19.23%	40
Opportunity to experience conference venue/host city	12.02%	25
Other (please specify)	3.37%	7
Total Respondents: 208		

2020 Kansas Housing Conference

#	OTHER (PLEASE SPECIFY)	DATE
1	KNOWLEDGE Shares, they are like mini-UNIVERSITY (speed-learning sessions)	5/13/2020 3:56 PM
2	Presented	5/13/2020 1:13 PM
3	new program ideas	5/12/2020 6:27 AM
4	decided this year to hear more about services I do not get at the Poverty conference / really should do one conference	5/11/2020 12:53 PM
5	Housing for individuals with behavioral health and disabilities	5/11/2020 10:54 AM
6	I work for KHRC	5/11/2020 10:16 AM
7	Not a HUD Housing provider but attend the other excellent courses of learning. I love this conference because I learn a lot in contact with others and well as course presentations.	5/11/2020 10:13 AM

Q4 Were you planning to attend the 2020 Housing Conference prior to the coronavirus outbreak?

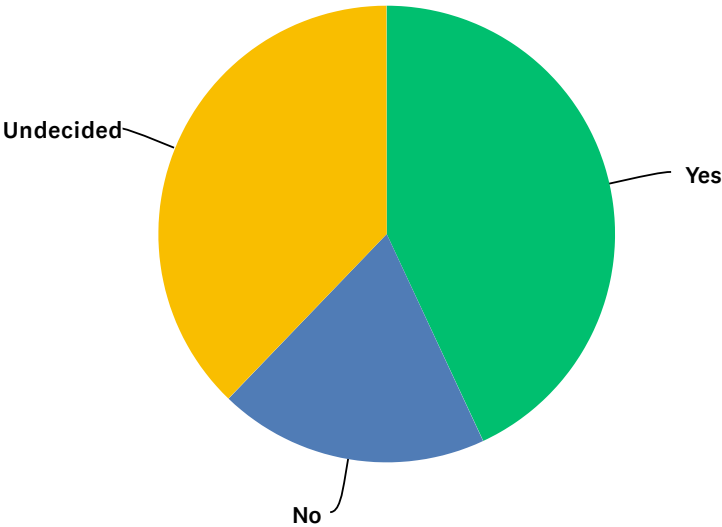
Answered: 209 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	79.90%	167
No	5.26%	11
Undecided	14.83%	31
TOTAL		209

Q5 Has the coronavirus outbreak affected your decision to attend the 2020 Housing Conference?

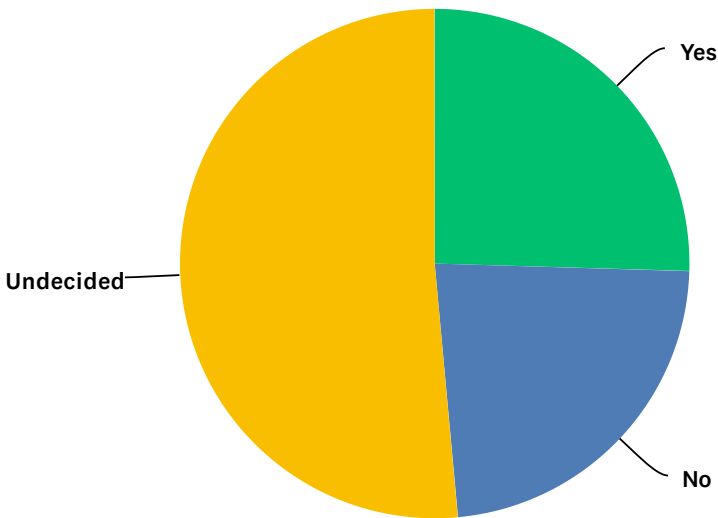
Answered: 209 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	43.06%	90
No	19.14%	40
Undecided	37.80%	79
TOTAL		209

Q6 Are you currently planning to attend the 2020 Housing Conference?

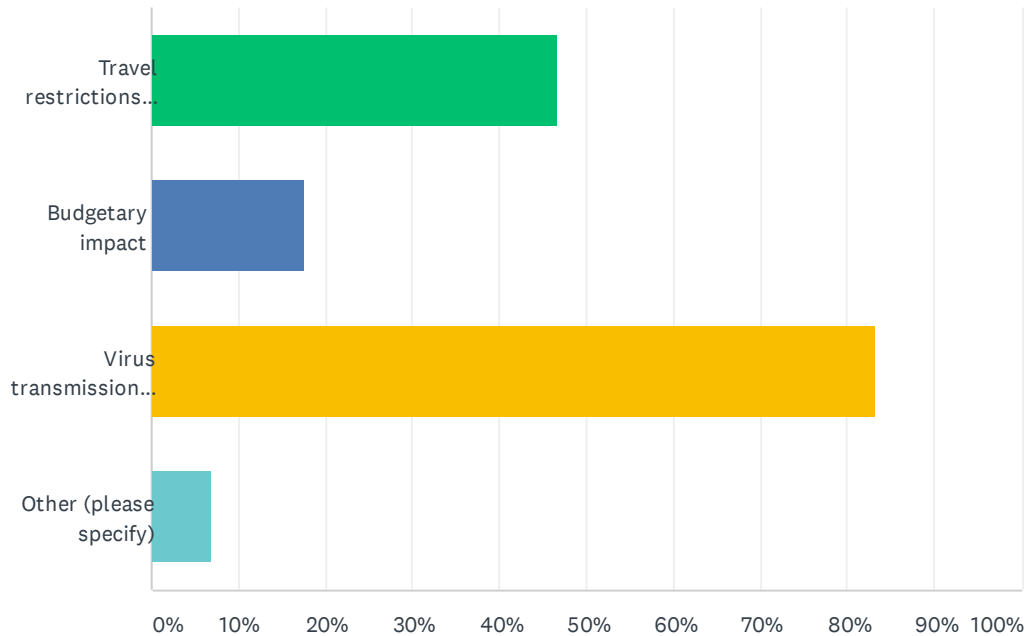
Answered: 208 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	25.48%	53
No	23.08%	48
Undecided	51.44%	107
TOTAL		208

Q7 Which pandemic-related concerns, if any, could influence your decision to attend the 2020 Housing Conference? Please select all that apply.

Answered: 204 Skipped: 5



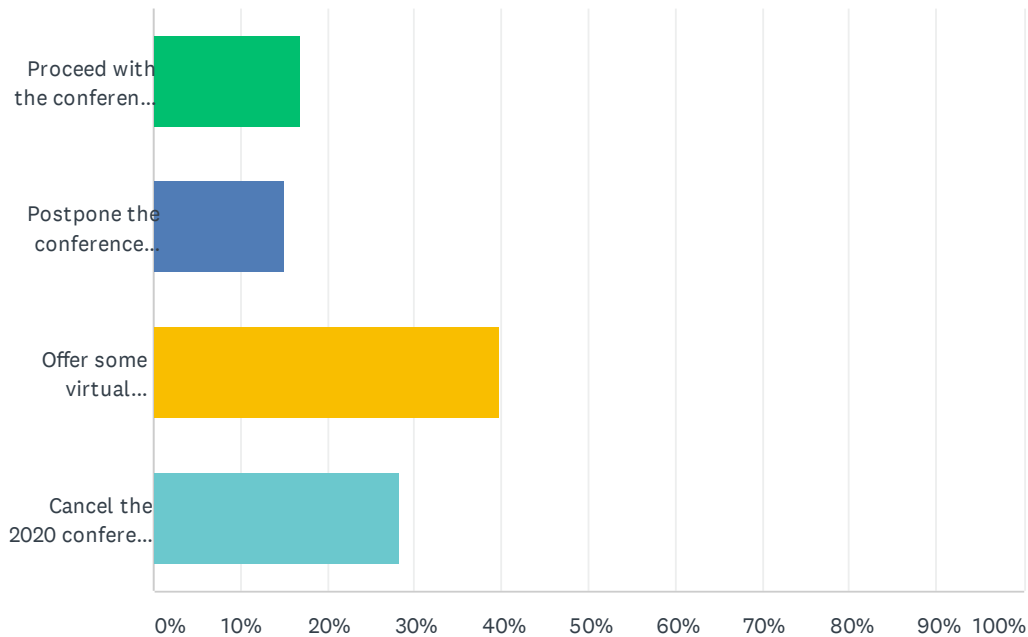
ANSWER CHOICES	RESPONSES	
Travel restrictions/uncertainty	46.57%	95
Budgetary impact	17.65%	36
Virus transmission risk	83.33%	170
Other (please specify)	6.86%	14
Total Respondents: 204		

2020 Kansas Housing Conference

#	OTHER (PLEASE SPECIFY)	DATE
1	School will be starting back up & there is too much uncertainty as to whether we will be required to homeschool or if our children will be allowed to attend regular school.	5/13/2020 10:13 PM
2	Co Board members and staff decision (I don't think we need to keep putting our nation or services on HOLD)	5/13/2020 3:56 PM
3	If I was concerned I would wear a mask	5/12/2020 8:36 AM
4	My employers then current policy on business travel and conference attendance.	5/11/2020 10:13 PM
5	work for organization serving vulnerable population - may discourage large group gatherings	5/11/2020 3:26 PM
6	change of building ownership	5/11/2020 2:21 PM
7	work decisions on travel group gatherings etc.	5/11/2020 12:53 PM
8	I am very concerned for a large group of people meeting during this time of the pandemic. I'm not sure how we would be able to maintain a 6 foot distancing as we are now. Maybe the requirements won't be the same in August, but I worry they will be and we won't be able to maintain the social distancing we need.	5/11/2020 11:48 AM
9	n/a	5/11/2020 11:05 AM
10	i assume social distancing will be considered in all rooms	5/11/2020 10:54 AM
11	None	5/11/2020 10:20 AM
12	to close of quarters in the rooms	5/11/2020 10:09 AM
13	N/A - I did not plan to attend	5/11/2020 10:08 AM
14	None - look forward to attending in OPKS	5/11/2020 10:07 AM

Q8 In light of current and ongoing public health concerns, which would be your preferred conference strategy? Please select one.

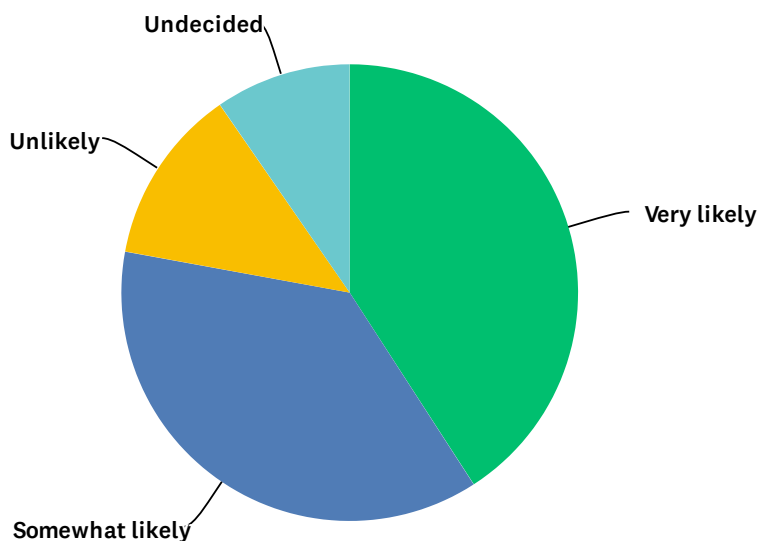
Answered: 206 Skipped: 3



ANSWER CHOICES	RESPONSES	
Proceed with the conference as scheduled August 26-28.	16.99%	35
Postpone the conference until a later date.	15.05%	31
Offer some virtual conference programming, such as webinars and online presentations.	39.81%	82
Cancel the 2020 conference with plans to resume as usual in summer 2021.	28.16%	58
TOTAL		206

Q9 If we offered virtual programming (webinars, online presentations, online help sessions, etc.) in lieu of a live 2020 conference event, how likely would you be to participate?

Answered: 208 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very likely	40.87%	85
Somewhat likely	37.02%	77
Unlikely	12.50%	26
Undecided	9.62%	20
TOTAL		208

Q10 Do you have any additional feedback to share as we consider 2020 conference plans?

Answered: 57 Skipped: 152

2020 Kansas Housing Conference

#	RESPONSES	DATE
1	The Kansas Housing Conference annually seems to outdo, it and themselves, YEAR after YEAR. There is so much knowledge being shared and taught (the planning staff is second to none). HOUSING will still be need during and after the Pandemic	5/13/2020 3:56 PM
2	The cost of the conference....	5/13/2020 3:21 PM
3	I am willing to present in person in keeping with my proposal, but would prefer online	5/13/2020 1:13 PM
4	If we do pursue in the conference, I suggest we take triple the caution step. There will be a lot of people and taking the time to sanitize EVERYTHING is most unlikely. Wearing a mask can be difficult, so we just have to look at what is important. "Lives" or the "Conference".	5/12/2020 9:17 AM
5	Can we have it somewhere else than Kansas City? It has a high concentration of Covid cases.	5/12/2020 8:36 AM
6	Have exhibitors prepare a short video that attendees can play if they are interested. Set up an 'exhibitor hall' to feature the videos. Maybe have set times when exhibitors can be chatted with directly. Have Zoom networking sessions. Interactive webinars for learning sessions. Create a goodie bag that is mailed to each attendee.	5/12/2020 8:11 AM
7	I do not have any feedback at this time.	5/12/2020 7:57 AM
8	I think this is being handled in a thoughtful and professional manner.	5/11/2020 10:13 PM
9	as of today it is not worth the risk to attend.	5/11/2020 5:44 PM
10	I have attended the conference for the past 2 years and have LOVED it. I especially get a lot out of the face-to-face networking with workshop leaders, KHC staff, and other attendees I get to meet with and discover similar interests. That won't happen virtually. I also hope to be one of the workshop presenters, but don't feel so comfortable about the thought of doing the presentation virtually. To be honest, I could probably do it, but my initial feelings are intimidating. :-). Thank you so much for all you do for the state of Kansas! You are so appreciated!	5/11/2020 5:31 PM
11	none	5/11/2020 4:08 PM
12	Thank you for considering participant input as you make difficult decisions in these uncertain times.	5/11/2020 3:26 PM
13	This conference has been very helpful for my staff and I to stay up to date on compliance. If restrictions have been lifted for conferences at that point and there are safety precautions in place, it would be nice to continue with the in-person conference. However, I realize many things (such as attendees wearing masks, etc.) are out of your control.	5/11/2020 2:43 PM
14	Virtually is good strategy. Maybe have time for networking zoom opportunity. I am looking for opportunities to meet with potential developers.	5/11/2020 2:19 PM
15	No	5/11/2020 1:47 PM
16	no	5/11/2020 1:38 PM
17	I and staff have attended the last 3 in a row and were not planning to attend this year. However, the CCP Virus has nothing to do with it.	5/11/2020 1:28 PM
18	na	5/11/2020 1:11 PM
19	Help Stop the Spread	5/11/2020 1:00 PM
20	If KHC could keep the scheduled conference for 2020 and have the flexibility, if necessary, to move it to 2021 without penalty to KHC and to the registrants, I would be willing to register for 2020.	5/11/2020 12:50 PM
21	Given that a lot of the attendees are in property management, my main concern is that having a physical conference will be a vector for spreading COVID to properties throughout the State. If a conference must be held, I feel like an online conference would be the most prudent way to handle presentations as well as compliance training. Even if the conference follows all recommended protocols, you still have no control over the hotels, restaurants, or actions of the attendees once they leave the premises. It just seems an unnecessary risk in my opinion, especially since there are online options at our disposal that would allow for people to still learn new information and/or complete their compliance training.	5/11/2020 12:39 PM

2020 Kansas Housing Conference

22	It is such an uncertain time and I don't want to put my team in risk by traveling into an area that was hard hit with this virus. I have to think about them first. We have done a lot of virtual meetings due to these circumstances and it appears to be working well.	5/11/2020 12:20 PM
23	I respect that you are considering this....tough call.	5/11/2020 11:50 AM
24	Thank you for the opportunity for our voice to be heard.	5/11/2020 11:48 AM
25	n/a	5/11/2020 11:39 AM
26	There is a huge concern with crowds of 600 gathering with the social distancing that will be required for some time yet. I belong to an organization that, due to the uncertainty of the State requirements, we have rescheduled for 2021.	5/11/2020 11:39 AM
27	It's still early, and hopefully the illness will have died down by then. On the other hand, it might just be picking up for a second round. Who knows... Considering we converge from all areas of the state, and the way this virus is contagious BEFORE a person even feels sick, I fear we could have numerous attendees falling ill about two weeks after the conference. I would TRULY MISS the conference, as I look forward to it every year; but this time I think it may be best to cancel, as we would be together with hundreds of people from all over the state. It's always best to ERR ON THE SIDE OF CAUTION. Would hate to find out later that many people came down ill after attending. THANK YOU FOR ASKING! Take care....	5/11/2020 11:38 AM
28	Hard decision	5/11/2020 11:18 AM
29	Shorten the length of the conference and supplement with online training.	5/11/2020 11:16 AM
30	too many people in one location for me to feel comfortable	5/11/2020 11:07 AM
31	In light of the current Covid-19 situation, I would really prefer that the compliance training as well as other presentation were done via webinars. We can wait to meet for networking and other opportunities the conference presents	5/11/2020 11:03 AM
32	not at this time	5/11/2020 11:00 AM
33	My preference would be to attend, however, maybe I am being too hopeful with regard to COVID. I'll be happy to wear a mask and gloves, but maybe it's best to postpone.	5/11/2020 10:54 AM
34	Just hope things look better come August.	5/11/2020 10:53 AM
35	Horizon Bank always appreciates attending the conference. However, depending on the situation with COVID-19, we will not participate in any such events until we know our staff would not be at risk for the virus. It's a very difficult situation for everyone. Janet Latimer	5/11/2020 10:46 AM
36	Johnson and Wynandotte county are still considered hot spots in the state. Until numbers decrease and there is a vaccine readily available large gatherings would not be something I would be comfortable attending. Many attendees are there for compliance training and can easily obtain that information in a webinar.	5/11/2020 10:26 AM
37	no	5/11/2020 10:26 AM
38	Does this decision need to be made now or could it be made in late June or early July	5/11/2020 10:25 AM
39	Please Proceed with the conference. The ability to network is very important to us given that we are new to the State. We are looking forward to meeting everyone. I think if there are safety measures in place that there wont be a problem going forward.	5/11/2020 10:20 AM
40	I think it is prudent to cancel and offer webinars for new policy especially.	5/11/2020 10:20 AM
41	I am not at all sure that anyone is going to feel safe attending large venues before the end of the year - however, even for those that are, I believe that many are going to be overwhelmed with 'catch up' activities from working remotely, completing non-emergency work orders, inspections that were delayed, etc. so a lower attendance would be likely.	5/11/2020 10:18 AM
42	Lots of unknowns and risks. Until there is a vaccine and/ or cure, will be hard to gather is large groups.	5/11/2020 10:14 AM
43	NA	5/11/2020 10:14 AM
44	While I'd prefer the conference to go forward as planned, I would (as would many others) completely understand cancelling. Virtual may work for the compliance track, but I struggle to	5/11/2020 10:13 AM

2020 Kansas Housing Conference

see it being useful for the general track.

45	The KS state conference is an important opportunity to connect with stakeholders, share key knowledge, and organize so I hpr it will occur at some point in 2020. An abridged shorter virtual conference could be a good bridge and help to connect people during a difficult time with lots of COVID Info and new resources to share and strategize around.	5/11/2020 10:13 AM
46	I would most likely be mandated by my employer- I believe that the conference rooms are too small to give us personal space that some of us need for peace of mind.	5/11/2020 10:09 AM
47	I am concerned with the risks associated with traveling and gathering for this year's Housing Conference. The breakout sessions are often full and attendees are in close proximity of each other. A valuable aspect of the conference is networking however this year I will be reluctant to speak to others.	5/11/2020 10:09 AM
48	Will need to still have conference session print outs	5/11/2020 10:09 AM
49	Two weeks ago I submitted a presentation for consideration. Last week our supervisor told us that we are on a hiring and spending freeze, including conferences, so it looks like I won't be able to go regardless of circumstances. I would imagine many other organizations are in the same situation financially. Online trainings don't generally work well and most of us are already burned out by Zooms, conference calls, and webinars. I think the best strategy is to bite the bullet and move it to next year. Personally, even without the budgetary restrictions, I wasn't sure I would feel safe in a hotel or a conference setting anyway.	5/11/2020 10:09 AM
50	Maybe adding an N/A option to question number 8 might be good, just in case someone else is answering who did not plan to attend. I attend every other year, so this year I was not planning to attend.	5/11/2020 10:08 AM
51	Thanks for asking - hope you can proceed as planned	5/11/2020 10:07 AM
52	If you proceed with a in-person conference I would feel comfortable attending if you could provide some confirmation that social distancing will be in place. I would then feel comfortable to attend.	5/11/2020 10:07 AM
53	No thank you	5/11/2020 10:07 AM
54	It is being held the same week as the planned Community Action Partnership National Conference.	5/11/2020 10:06 AM
55	Get organized this year and come back with opportunity to attend live AND stream next year.	5/11/2020 10:06 AM
56	With the correct precautions we can still make this event happen.	5/11/2020 10:05 AM
57	Not worth the risk of having it	5/11/2020 10:04 AM



TO: KHRC Board of Directors

FROM: Ryan Vincent, Executive Director

RE: Executive Director's Report

DATE: May 8, 2020



A Vincent Family Virtual Birthday



A Boy Scout Virtual "Camp In" in the Vincent Backyard

With a deadly virus leaving a path of destruction in its wake, it's easy to lose hope. The news is almost too much to bear – daily tallies of new COVID cases and job losses. Like other areas of the economy, housing has not been immune from the fallout. The Wall Street Journal reported that [1/3 of Americans were unable to make their rent payment](#) in April and [2 million Americans missed their last mortgage payment](#). In fact, Moody's chief economist is already [projecting 2 million foreclosures](#). While restrictions on foreclosures and evictions are necessary to protect citizens in this period of income loss, the ramifications are huge for operating budgets at multifamily properties and the mortgage market. A shortage of quality, affordable housing in Kansas was already a problem; the pandemic's impact is quickly causing a housing crisis.

There is a silver lining in all the gloom and dire news, however. Just as social distancing has helped us all appreciate community, stay at home orders have helped citizens comprehend how vital, how integral, and how essential "Home" is. Beyond the physical shelter it offers us from the pandemic's storm, home encapsulates our families, facilitates our virtual workplaces and school classrooms, and even becomes our virtual marketplace for commerce. Kansans everywhere are participating in church services, Girl Scout meetings, book clubs and happy hours with friends from the safety and comfort of their homes. Our policy makers are recognizing the importance of housing, from authorizing emergency stimulus funds to waiving regulations and barriers.

Our state is only now starting to see the full impact of the pandemic on housing. KHRC's mission and work has never been more important. I'm honored to work alongside so many dedicated public servants at KHRC as we "Unlock Home" for our

citizens through this and every storm. Meanwhile, please see below some happenings and activities at KHRC this past month. Stay well! - Ryan

1. **Remote Work & Return to Office.** In our 7th week of remote work, KHRC's team has settled into a nice routine. Continued thanks go to our IT department for ensuring we have the equipment to function, our HR team for developing remote work agreements and procedures, our fiscal team for ensuring that business continues, and all of our program staff for maintaining uninterrupted services remotely. As communicated to the Board May 1st, KHRC's executive team continues to monitor guidance from state and local health officials and is implementing a graduated return to office plan through May and June. While our office is not yet open for public visitors, we maintain full phone and program coverage to ensure we meet increasing housing needs. Similarly, we continue to monitor guidance and direction from our Federal funders to ensure that compliance monitoring is conducted in a safe and responsible manner for our staff and stakeholders.
2. **Program Update.** In program news, KHRC's Loans & Grants Committee will be meeting next week to make final Housing Tax Credit, National Housing Trust Fund and HOME Rental Developments awards. These programs are our largest resources for the acquisition, rehabilitation and new construction of affordable housing in the state. After applicants have been notified, we will issue a news release which will be included in your next board packet.

In our Housing Development Division, we will be hosting a virtual public meeting with the Kansas Housing Association and other stakeholders on May 21st. The [agenda](#) for the meeting is to introduce and discuss various industry best practices for the Housing Tax Credit Program and how various ideas will affect program stakeholders if KHRC should later implement them. While initially envisioned as a series of public meetings around the state, this virtual meeting evidences KHRC's goals of transparency and collaboration while meeting public health needs. There will be additional opportunities for stakeholder input through public hearings this summer/fall.

Turning to Community Solutions, the Division has been busy implementing the Federal stimulus funding received for the Emergency Solutions Grant [\$5.7 million] and Community Services Block Grant [\$8.2 million] Programs. While physical program monitoring has been suspended, Division staff have been busy providing technical assistance to our grantees and conducting desk monitoring to ensure compliance with grant requirements remotely. KHRC held its first virtual Weatherization Program public hearing last month. Division staff are also developing additional program fact sheets for distribution to stakeholders. Finally, the Division posted a [Request for Proposal for Tenant Based Rental Assistance](#) providers for the 2020 program year.

Continuing on, our Contract Administration and Rental Compliance Divisions continue to provide excellent service to our owner/agents and the tenants we serve. While our Management Occupancy Reviews and physical inspections have been suspended through early June, KHRC has hosted virtual training opportunities for our stakeholders on COVID-19 evictions, Fair Housing and other important matters.

3. **Ethics Policy/Training.** Recognizing that ethical administration of programs and our office is so vital to KHRC's mission and core values, KHRC has developed and implemented a [Code of Ethics](#). The Code is prominently displayed at our public meetings, in our grant agreements, and on our website. Jeanette Spurgin, KHRC's Deputy Director, has been designated the Ethics Officer and can field any concerns about our programs or staff directly from our stakeholders. I conducted a virtual training for our entire staff last month reviewing our policies and discussing real life scenarios where these issues can come into play.

4. **Trainings and Activities.** In other news, while physically separated, KHRC's various committees have done a wonderful job keeping our staff engaged and instilling a sense of community. In the past month, we've held HR evaluation training for supervisors, Health & Wellness Committee stress management training, a virtual "Bring Your Kids to Work" talent show event for our youngest "coworkers", a remote going away party for a staff member, and a virtual coffee break. We've laughed, debriefed, and vented about our shared experiences through these crazy times. Our diversity committee has also developed a survey for our staff to ensure we're promoting and celebrating diversity at our workplace and in our interactions with stakeholders.
5. **Increased Collaboration.** While the public health situation has necessarily limited our ability to physically venture out into communities, we're still moving forward with building on collaborations. Thanks to KHRC's Communications Director, Emily Sharp, KHRC was featured as a resource to communities to address their housing needs in the [League of Municipalities magazine](#). We've had regular communications with Federal and State policy makers, state agency heads, and stakeholders about the pandemic response and available housing resources. We also continue to research and prepare for the next step in the Office of Rural Prosperity's Housing Work Group when health conditions improve. Finally, we continue to dialogue with our Housing Conference steering committee and internal work group about moving forward with the conference (which will be discussed as an agenda item at our upcoming Board meeting).

As always, I welcome your comments, questions, concerns and ideas. Thank you for your continued service to KHRC and the citizens we serve. Please do not hesitate to call me at 785-217-2001 or e-mail me at rvincent@kshousingcorp.org. – Ryan



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UNLOCKING HOME:
ADDRESSING HOUSING
NEEDS ACROSS
KANSAS

LEGAL FORUM:
FAMILY MEDICAL LEAVE
ACT FREQUENTLY
ASKED QUESTIONS

BEST PRACTICES:
USING BENEFIT
DISTRICTS TO PROMOTE
HOUSING DEVELOPMENT
IN YOUR COMMUNITY



THE
LEAGUE
OF KANSAS MUNICIPALITIES

A Publication of
The League of Kansas Municipalities

UNLOCKING HOME:

ADDRESSING HOUSING NEEDS ACROSS KANSAS

By Emily Sharp, Director of Communications, Kansas Housing Corporation

In 2007, Cherise Tieben, City Manager of Dodge City, attended a meeting of local bankers, developers, realtors, and employers to discuss the community's housing needs.

"I went to the meeting a firm believer that housing was a market-driven segment of our economy and there was no need for government to step in," Tieben testified to the Kansas House Rural Revitalization Committee in 2019. As she listened to her colleagues' and community members' stories, the complex and dire nature of the problem became more apparent.

"Employers were placing recruited individuals in hotels for up to six months while they tried to find housing; the potential citizen usually left dissatisfied," Tieben said. "Families were living in unbelievable conditions and paying premium for the opportunity. Teachers were living in the basements of other teachers. I heard contractors say that the cost of infrastructure was too high, and the risk was too great. Realtors told us that most of the available housing was overpriced and difficult to sell."

Tieben left the meeting cautiously skeptical. "As an accountant, I wanted numbers indicating the need was verifiable," she said.

Over the course of the following year, the city pursued a comprehensive housing study, which confirmed that each of the concerns shared were accurate. The data indicated that, if Dodge City were to keep pace with projected growth, the community would need 946 new housing units between 2008 and 2013.

Unfortunately, Dodge City's experience is not unique. Across the state communities struggle to provide quality, affordable housing for low to moderate-income residents. For rural communities, the dearth of contractors and high cost of development make investing in housing a particularly risky proposition.

Lt. Governor Lynn Rogers' newly formed Office of Rural Prosperity kicked off last summer with a listening tour of 44 communities across the state. Administration officials gathered with citizens and local leaders to explore how Kansans define prosperity, what they feel their communities have done well to

achieve it, and what roadblocks stand in the way. Lack of quality, affordable housing was cited as a major barrier to growth and prosperity at 10 of the 12 tour stops.

Ryan Vincent serves as Executive Director of Kansas Housing Resources Corporation (KHRC), which administers state and federal housing programs. "As the state's housing corporation, our role is to connect the dots," he said. "To bring the right players to the table as the catalyst for housing development, which ultimately strengthens neighborhoods, revitalizes communities, expands the tax base, and promotes the economy."

The approach is three-pronged: In collaboration with housing partners, Kansas Housing works with communities to assess needs. Next, the team connects community leaders with stakeholders who can suggest resources and programs that might be a good fit. Finally, housing partners help communities navigate the maze of programs and services available, providing support throughout the application and award process.

Assessing the Need

"We view our role as a statewide entity serving all stakeholders," Vincent said. "While we administer a number of programs serving everyone from the unsheltered to homeowners, we recognize that no community's specific needs are the same."

In Dodge City, the process began with a comprehensive housing study that revealed the depth of the community's needs. The same can be said for other cities taking steps to address housing in their communities. Audree Aguilera, Community Development Coordinator for the City of Lyons in Rice County said the research stage proved illuminating.

"The first thing any community should do is the Housing Assessment," Aguilera said. "You may identify things you didn't even know about your community."

Kansas Housing, working in partnership with the Department of Commerce, assists communities in navigating the process through

their Housing Assessment Tool (HAT). The HAT provides a template for assessing a community's current housing inventory and demographics, infrastructure, and services. Input is solicited from community members and stakeholders ranging from major employers and business leaders, to public agencies, social service providers, and community organizations. While the process is comprehensive, it need not be expensive or cumbersome.

Communities with resources to do so may choose to work with external consultants or paid staff who can assist them in completing their HAT, but city officials stress it's not necessary. Rural communities like Lyons completed their HAT without the assistance of paid consultants. Others, including Greenleaf, a community of just over 300 near the Nebraska border, found the support of partners like the North Central Regional Planning Commission (NCRPC) instrumental in the needs assessment process. Greenleaf leaders had embarked on a series of infrastructure improvements and beautification efforts when NCRPC made them aware of a Department of Commerce program to demolish dilapidated homes and rehabilitate those that could be salvaged. With guidance and support from NCRPC, city leaders began soliciting input and interest from the community. They sent mailings, conducted a resident survey, hosted informational meetings, posted flyers, and appealed directly to citizens they thought might be interested.

"We were surprised initially at the amount of people who wanted to be involved," Mayor John McGrath said. "We put out the word and with the size of the community, once that word got out people talked to each other. That process didn't take very long. We didn't have to have anybody around, we didn't have to have staff."

No matter the size of the community, leaders stress that collaboration in the needs assessment process is essential.

"When we first did it, it was very intense, a little bit overwhelming," Emporia Community Development Coordinator Jeff Lynch said. Emporia officials conducted a citywide survey and had conversations with key stakeholders, including the local school district, major employers, and social service agencies. "We assembled all that information, and it was pretty easy to see what the public and stakeholders were concerned about," Lynch said. "It took a few months to do but in the end it was worth it. It gave us more information and reinforced what was needed."

Collaboration and Solutions

Once a community has a good understanding of its needs, housing officials encourage them to attend a Housing Interagency Advisory Committee (HIAC) meeting. KHRC, along with USDA Rural Development, Federal Home Loan Bank of Topeka, and the Kansas Department of Commerce, hosts joint meetings to allow funders the opportunity to learn, listen, and suggest resources for communities to address their specific housing needs. With all parties gathered around the same table, there's no need to schedule separate appointments or risk disjointed recommendations.

"You meet with other folks in the housing business at the state, and you tell them what you found out in your HAT," Lynch said. "They advise you on resources available." Emporia officials also organized a committee of community volunteers to guide

the process and participate in HIAC conversations. The group proved effective not only in determining needs, but in building relationships with housing partners and preparing funding applications.

Since the 1990s, Emporia has participated in a series of housing programs, including the Department of Commerce's Community Development Block Grant (CDBG) program, the state's Moderate Income Housing (MIH) program, and Rural Housing Incentive Districts (RHID) to spur new housing development. Program funding has supported demolition and rehabilitation of dilapidated homes, new construction, and down payment assistance for new homeowners.

"There's been a tremendous change for the better," Lynch said. "We've learned lessons along the way, and we're going to keep the process going."

The HIAC process provides a "good opportunity for small cities to see which programs are available and what might work well for them," said Nick Gregory, McPherson City Administrator. His central Kansas community of nearly 14,000 has struggled to provide enough housing to meet the needs of its robust industrial base. Between 2013 and 2018 the community added nearly 700 jobs, most in manufacturing. Leaders responded to the demand by constructing 244 new housing units during roughly the same period, financed in part through the RHID program, Housing Tax Credits, and local cash incentives to encourage citizens to purchase or build homes in the community. McPherson also made use of CDBG to finance the demolition or rehabilitation of dilapidated properties. Looking ahead, the community has set its sights on the MIH program, a state tool to address housing needs for those who earn too much to qualify for federal housing programs yet can't afford market rate housing.

"I've been here for 10 years, and the issue is not solved, but you have to keep going," Gregory said. "Housing is something that you can't just build and expect you'll have what you need. You've got to look at new, creative ideas, see if existing ideas are working. You can't ever rest on your laurels."

BEFORE



AFTER






Addressing the Need


It's been more than a decade since Cherise Tieben sat down with local leaders to tackle Dodge City's housing shortage. In that time, through aggressive needs assessment, collaboration with local, state, and federal partners, and participation in a number of housing programs and initiatives, the community has successfully developed nearly 456 units, with another 30 under construction and more than 280 in development. City leaders offered housing incentives through Neighborhood Revitalization Programs, RHID initiatives, and local fee waivers. They established a Housing Incentive Committee with representation from each taxing entity, appointed a Housing Coordinator to serve as a single point of contact for all of the city's housing development, and pursued funding through the state's MIH program and USDA's Rural Development initiatives. City leaders have also prioritized ongoing needs assessment, updating their housing study regularly to make sure the numbers are accurate.

Partnership with community organizations and local educational institutions also proved fruitful. Community leaders established a nonprofit organization, Community Housing Association of Dodge City (CHAD), which works in cooperation with volunteers and the building trades program at Dodge City Community College to tackle blight, rehabilitate abandoned homes, and stimulate infill development, all while giving students hands-on construction and renovation experience. CHAD has built four new housing units, renovated eight abandoned homes, assisted 28 low-income homeowners with repairs, trained 31 students, awarded \$10,500 in scholarships, logged 4,474 volunteer hours, invested \$400,000 in the community, and was awarded KHRC's Ad Astra Award for Housing Preservation in 2019.

While the community is still working to address the need, city leaders have made tremendous progress. Dodge City was one of just two communities on the Lt. Governor's listening tour that did not identify lack of housing as a barrier to growth, perhaps due to the city's ambitious efforts to address the challenge.

"We have touched every aspect of housing from single family high market values to low income, as well as multifamily market value to low income rentals," Tieben said.

Reflecting on his community's experience addressing housing needs, Nick Gregory echoes the lessons learned in communities from Dodge City to Greenleaf. "In housing you're growing or you're dying as a community," he said. "You've got to continue, to stay alive and thrive." 

 **Emily Sharp** is the Communications Director of the Kansas Housing Corporation. Find out more information about the Kansas Housing Corporation on-line <https://kshousingcorp.org>. Emily can be reached at esharp@kshousingcorp.org or (785) 217-2012.



Statewide Initiatives & Rural Opportunities

MODERATE INCOME HOUSING PROGRAM. In 2012 the Kansas Legislature recognized the essential tie between affordable housing and economic development, establishing the Moderate Income Housing (MIH) program. The initiative serves those who earn too much to qualify for federal housing programs, yet not enough to afford market rate housing. Each year since the program's inception, the Kansas Legislature has allocated \$2 million to address housing needs from infrastructure development to new construction in cities or counties with a population of less than 60,000. The flexibility and responsiveness of the program are its greatest assets. "If communities identify that their need is single family housing, or infrastructure development, the program is so flexible we can grant or loan the funds to address their unique needs," Vincent said. The program is competitive and growing in popularity, with applications doubling in 2019 alone.

"The MIH program has been incredibly beneficial for a wide range of community housing needs. It has worked because it is flexible and KHRC has a tremendous staff that assists communities with ideas and suggestions to overcome challenges," Tieben said.

OFFICE OF RURAL PROSPERITY HOUSING WORK GROUP.

Following up on the success of his statewide listening tour, the Lt. Governor's Office of Rural Prosperity launched an interagency work group to tackle housing issues across the state. The group will explore how state leaders, federal partners, and industry stakeholders can expand moderate income housing, remove barriers to rehabilitation and development, maximize impact of state funding and investment, and replicate successful public/private partnerships to encourage prosperity in rural communities. The goal of the group is to develop a long-term housing vision to analyze the research, catalog the resources available, and propose recommendations to expand access to quality, affordable housing across the state.

WHAT ARE CITIES SAYING ABOUT HOUSING?

Emporia:

Population: Almost 25,000

Community Housing Challenge: Dilapidated housing, shortage of low-to-moderate income housing, workforce housing, minimal build-able lots or green space for new development.

Housing Programs Used: CDBG, MIH, RHID

Advice to Others: "The first thing I'd do is develop a neighborhood revitalization program that allows people to invest in the area and offer a tax rebate or incentive. Then you can apply for funding to assist with demolition and rehab. Starting out with a revitalization program doesn't cost money and, once started, doesn't take much to run." – Jeff Lynch, Community Development Coordinator, City of Emporia

McPherson:

Population: Almost 14,000

Community Housing Challenge: Keeping up with housing demands of growing industrial base.

Housing Programs Used: RHID, CDBG, Housing Tax Credits, Local homeownership, relocation cash assistance programs

Advice to Others: "Development doesn't happen overnight. We worked nearly five years on our last development before it got off the ground. Think about how you're going to grow—it's different for different communities." – Nick Gregory, City Administrator, City of McPherson

Lyons:

Population: 3,700

Community Housing Challenge: Shortage of quality, mid-range housing to address the needs of moderate income households

Housing Programs Used: MIH, HOME, CDBG, Weatherization

Advice to Others: "We've brought in more jobs and we've sustained jobs, but also our population. The population of the city of Lyons has stayed about the same, where in just about any other small community around us population is declining rapidly. Sustaining population is the biggest ripple of housing projects we've done." – Audree Aguilera, Community Development Coordinator, City of Lyons

Greenleaf:

Population: 331

Community Housing Challenge: Dilapidated housing, aging infrastructure

Housing Program Used: CDBG

Advice to Others: "The process isn't as daunting as you may think. The state has resources that will walk you through this process. Any small community has an opportunity for assistance. All you have to do is ask." – John McGrath, Mayor, City of Greenleaf

NO MATTER THE SIZE OF THE COMMUNITY, LEADERS STRESS THAT COLLABORATION IN THE NEEDS ASSESSMENT PROCESS IS ESSENTIAL.

