

**HOUSING AUTHORITY MINUTES AUGUST 10, 2020**

The Board meeting of the Housing Authority of the City of Clay Center was held August 10, 2020 at 4:00 P.M. in the Conference Room. The following Board Members were present: Girton, Cook, and Swanson. Members Spielman and Wingerd were absent. Member Swanson moved and Member Cook seconded the motion to approve the minutes from the July 13, 2020 Board Meeting. Motion carried.

**HOUSING AUTHORITY:**

The July 2020 financial reports including the Balance Sheet, deposits, credit card transactions, journal entries, and payroll breakdown were presented to the Board.

John Kaul gave the Executive Director's Report and answered questions.

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~~Member Wingerd moved and Member Spielman seconded the motion to approve Resolution 5-2020 to close the Parkview Plaza Construction Checking Account. Motion carried.~~

Member Swanson moved and Member Cook seconded the motion to approve Resolution 7-2020 replacing the existing and prior Admissions, Occupancy Payments, Collections, Evictions Policies for each of our properties with one Policy that applies to all of our properties. Motion carried.

Member Cook moved and Member Swanson seconded the motion to approve Resolution 8-2020 replacing the existing and prior Lease Forms for Apollo Towers Apartments and Parkview Plaza Apartments with a single Lease Form for both properties. Motion carried.

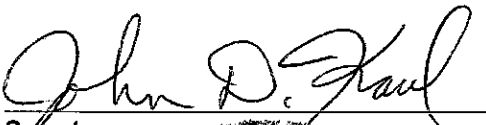
**TOLIN TERRACE**

Member Cook moved and Member Swanson seconded the motion to pay the July 2020 bills for the Tolin Terrace. The total of the vouchers was \$7,620.67 including checks 5525 and 5526. Motion carried.

The July 2020 financial reports including the Balance Sheet, Profit & Loss actual vs budget, credit card transactions, deposits, and rents were presented to the Board.

**GENERAL:**

As there was no further business, Member Swanson moved and Member Cook seconded the motion that the meeting be adjourned. Motion carried.

  
Secretary

  
Chairman

