



## Housing Authority

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of the City of Clay Center  
[www.claycenterhousing.com](http://www.claycenterhousing.com)



Equal Housing Opportunity  
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# Executive Director's Report

## September 8, 2020

### **OCCUPANCY**

We have 18 vacancies at Parkview, 4 vacancies at Apollo and 3 vacancies at Tolin Terrace. We are still seeing more applications but it is taking too much time to process the applicants and Atchison Housing Authority is going to have to replace and train another employee to handle our applicant processing. We also need to get Parkview units online (currently October 26<sup>th</sup>). We are offering to eliminate a security deposit to new tenants moving into new apartments in Parkview until we reach 100% lease up of new (tax credit) apartments (total of 44 apartments). We will also pay \$100 to each current Parkview tenant who completes a 1-year lease in their new apartment. We will not lease 1-bedroom apartments in Apollo Towers until we reach 80% occupancy at Parkview Plaza. We also intend to offer security deposit refunds to 1-bedroom tenants in Apollo Towers to help meet the 100% lease up at Parkview Plaza, if necessary.

### **PARKVIEW REDEVELOPMENT**

We just had our monthly construction meeting and, while we had a slow start, there is much completed and once we receive all of our building supplies we expect to catch up and stay on schedule. The construction plan consists of 6 phases. The first 5 phases are 10 apartments each followed by the common areas in Phase 6. Phase 1 is to be completed October 25<sup>th</sup> and Phase 5 (the last 10 apartments) is scheduled for June 12, 2021. The common areas and project will be completed on August 31, 2021. My goal is to be at 100% lease up on September 1, 2021 and 95% combined occupancy January 1, 2022.

### **CASH POSITION**

After paying approximately \$15,000 in unanticipated operating expenditures in August, we were able to retain \$60,658 in operating reserves along with over \$18,500 in the Apollo Towers checking account at the end of the month. I am looking into a \$50,000

line of credit to have as a life saver over the next 12 months. However, one of the reasons we have not had more significant cash flow issues is that we quit making monthly replacement reserves contributions for Apollo Towers and Parkview Plaza. I will continue that until the project is completed.

### **LEISURE CENTER**

The transition from downtown to Apollo Towers has worked out well and we have non-resident seniors coming to the Apollo Towers Community Room for various activities. I joined "Pitch Night" last week and there were 12 of us playing cards for 2 hours. This is a weekly event. They also continue weekly bingo, pool tournaments and planning ping pong among other activities.

### **BATS**

Our problems with bats in Apollo Towers elevator building and on the 8<sup>th</sup> floor and in the elevators was going to cause damage to property, could affect the health of our residents, and they are a protected species so we are not suppose to kill them.. Therefore, after trying various methods to deal with the problem since the spring of 2019, I contracted a bat removal expert from Omaha and he inspected both towers and sealed and removed bats from multiple parts of both buildings for a cost of around \$12,000. Upon his return this month, he will inspect Tolin Terrace. His work is guaranteed for 3 years.