

RESOLUTION NO. 1

BE IT RESOLVED, that the Housing Authority of the City of Ovenbrook, Kansas, be and it hereby is organized pursuant to the "Municipal Housing Law" of Kansas, and is now authorized to transact business and exercise its function in its area of operation as defined in said Law.

After discussion of the resolution, Commissioner _____ Tappin moved that said resolution be finally adopted as introduced and read. The motion was seconded by Commissioner _____ Smith. The question being put upon the final adoption of said resolution, the roll was called with the following result:

AYER: 4 (all)

NAYS: 0

The Chairman declared such motion carried and the resolution finally adopted.

The following resolution was then introduced by Commissioner Hyster, read in full and considered by the Authority:

RESOLUTION NO. 2

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF Ovenbrook, KANSAS:

That the following bylaws be and they are hereby adopted and approved as and for the bylaws of the Housing Authority of the City of Ovenbrook, Kansas.

BYLAWS OF THE HOUSING AUTHORITY
OF THE CITY OF Ovenbrook, KANSAS.

ARTICLE I - THE AUTHORITY

Section 1. Name of Authority. The name of the Authority shall be "The Housing Authority of the City of Overbrook, Kansas".

Section 2. Seal of Authority. The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

Section 3. Office of Authority. The offices of the Authority shall be at City Hall in the City of Overbrook, Kansas, but the Authority may hold its meetings at such other places in its area of operation as it may designate by resolution.

ARTICLE II - OFFICERS

Section 1. Officers. The officers of the Authority shall be a Chairman, a Vice-Chairman and a Secretary.

Section 2. Chairman. The Chairman shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the Chairman shall sign all contracts, deeds and other instruments made by the Authority pursuant to the powers granted thereto. At each meeting the Chairman shall submit such recommendations and information as he may consider proper concerning the business, affairs and policies of the Authority.

Section 3. Vice-Chairman. The Vice-Chairman shall perform the duties of the Chairman in the absence or incapacity of the Chairman; and in case of the resignation or death of the Chairman, the Vice-Chairman shall perform such duties as are imposed on the Chairman until such time as the Authority shall elect a new Chairman.

Section 4. Executive Director. The Executive Director shall be the Secretary of the Authority and shall have general supervision over the administration of its business and affairs, subject to the direction of the Authority. He shall be charged with the management of the housing projects of the Authority.

The Secretary shall keep the records of the Authority, officiate as secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to his office. He shall keep in safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

He shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may select. The Secretary shall sign all orders and checks for the payment of money and shall pay out and disburse such moneys under the direction of the Authority. Except as otherwise authorized by resolution of the Authority, all such orders and checks shall be countersigned by the Chairman. He shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority, at each regular meeting (or oftener when requested), an account of his transactions and also of the financial condition of the Authority. He shall give such bond for the faithful performance of his duties as the Authority may determine.

The compensation of the Secretary shall be determined by the Authority, provided that a temporary appointee selected from among the commissioners of the Authority shall serve without compensation (other than the payment of necessary expenses).

Section 5. Additional Duties. The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority or the bylaws or rules and regulations of the Authority.

Section 6. Election. The Chairman and Vice-Chairman shall be elected at the annual meeting from among and by the Commissioners of the Authority and shall hold office until their successors are designated and qualified.

The Executive Director shall be employed by the Authority. Any person employed to fill the office of Executive Director or any vacancy therein, shall have such term as the Authority fixes, but no commissioner of the Authority shall be eligible to this office except as a temporary appointee.

Section 7. Vacancies. Should the offices of Chairman or Vice-Chairman become vacant, such office shall remain vacant until the Authority shall elect a successor and he has qualified. When the office of Secretary becomes vacant, the Authority shall appoint a successor. Vacancies among the commissioners are to be filled by appointment by the Mayor.

Section 8. Additional Personnel. The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties and functions as prescribed by the "Municipal Housing Law" of Kansas and all other laws of the State of Kansas applicable thereto. The selection and compensation of such personnel (including the Secretary) shall be determined by the Authority.

ARTICLE III - MEETINGS

Section 1. Annual Meetings. The annual meeting of the Authority shall be held on the 3rd Tuesday of January at 7:30 o'clock p. m, at the regular meeting place of the Authority. In the event

such date shall fall on a Sunday or a legal holiday, the annual meeting shall be held on the next succeeding secular day.

Section 2. Regular Meeting. Monthly meetings shall be held without notice at the regular meeting place of the Authority on the 12⁶ of each month, at 7:30 o'clock 11 m., unless the same shall be a legal holiday, in which event said meeting shall be held on the next succeeding secular day.

Section 3. Special Meetings. The Charman of the Authority may, when he deems it expedient, and shall upon the written request of two members of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be delivered to each member of the Authority or may be mailed to the Business or home address of each member of the Authority at least two days prior to the date of such special meeting. At such special meeting no business shall be considered other than as designated in the call, but if all other members of the Authority are present at a special meeting, any and all business may be transacted at such special meeting.

Section 4. Quorum. The powers of the Authority shall be vested in the Commissioners thereof in office from time to time. Three Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Authority upon a vote of a majority of the Commissioners present.

Section 5. Order of Business. At the regular meetings of the Authority the following shall be the order of business:

1. Roll call.
2. Reading and approval of the minutes of the previous

meeting.

3. Bills and communications.
4. Report of the Secretary.
5. Reports of Committees.
6. Unfinished business.
7. New business.
8. Adjournment.

All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Authority.

Section 6. Manner of Voting. The voting on all questions coming before the Authority shall be by roll call, and the ayes and nays shall be entered upon the minutes of such meeting except that the election of the Chairman and Vice-Chairman may be by ballot.

ARTICLE IV - AMENDMENTS

Amendments to Bylaws. The bylaws of the Authority shall be amended only with the approval of at least three of the members of the Authority at a regular or a special meeting, but no such amendments shall be adopted unless at least seven days' written notice thereof has been previously given to all of the members of the Authority.

After discussion Commissioner Hylton moved that said resolution be finally adopted as read; The Motion was seconded by Commissioner Tennison. The question being put upon the final adoption of said Resolution, the roll was called with the following result:

Ayes: 4
Nays: 0

The Chairman declared such motion carried and the resolution finally adopted.

A corporate seal, in the form of a circle and bearing the name of the Authority and the year of its organization, was then submitted to the meeting. The following resolution was then introduced by Commissioner Cole, read in full by the Secretary pro tem., and considered by the Authority:

RESOLUTION NO. 3

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF

Overbrook, KANSAS:

That the seal submitted to this meeting is hereby adopted as the seal of this Authority.

After discussion of the resolution, Commissioner Smith moved that said resolution be finally adopted as introduced and read. The motion was seconded by Commissioner Hyman. The question being put upon the final adoption of said resolution, the roll was called with the following result:

Ayes: 4

Nays: 0

The Chairman declared such motion carried and the resolution finally adopted.

The following Resolution was then introduced by Commissioner Smith, read in full and considered by the Authority.

RESOLUTION NO. 4

RESOLUTION AUTHORIZING AND DIRECTING SUBMISSION OF APPLICATION FOR A LOW-RENT HOUSING PROGRAM

WHEREAS, the Housing Authority of Overbrook, Kansas, acting on behalf of the City of Overbrook, Kansas, HAS FOUND AND HEREBY DETERMINES THAT THERE IS A NEED FOR LOW-RENT

housing to meet needs not being adequately met by private enterprise within its area of operation;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF Overhussok, KANSAS:

The Secretary shall cause to be prepared, and the Chairman shall sign and send to the Housing Assistance Administration, Department of Housing and Urban Development, an application for financial assistance for:

(1) 124 dwelling units of low-rent public housing to be provided by new construction, or by acquisition, or by acquisition and rehabilitation of existing housing (and for a preliminary loan in the amount of \$ 500,000).

(2) None dwelling units to be provided by leasing privately owned housing under Section 23 of the United States Housing Act of 1937, as amended.

(3) N/A dwelling units to be provided by _____

After discussion of the resolution, Commissioner _____ Hoyter moved that said resolution be finally adopted as introduced and read. The motion was seconded by Commissioner Smith. The question being put upon the final adoption of said resolution, the roll was called with the following results:

Ayes: 4

Nays: 0

The Chairman thereupon declared the motion carried and said resolution finally adopted.

Thereupon, it appearing that there were present all of the Commissioners of the Housing Authority, so appointed, the Chairman announced that it was in order to elect the Vice-Chairman of

the Authority to serve until the next annual meeting or until his successor was chosen and qualified.

Commissioners Don Ny Her and _____ were placed in nomination for the office of Vice-Chairman. There appearing to be no other nominations, the Chairman announced that a vote would be in order. A vote was taken.

The Chairman declared that Commissioner Ny Her had received a majority of the votes cast, and the Chairman declared that the said Commissioner had been duly elected to the office of Vice-Chairman of the Authority.

It being determined that the office of Secretary should not be permanently filled for the present, it was decided to select one of the Commissioners to serve as Secretary in a temporary capacity, without compensation other than for necessary expenses.

Thereupon it was moved by Commissioner Ny Her that Bruce Smith, one of the Commissioners of the Authority, be appointed to the office of Temporary Secretary to serve as such, without compensation other than for necessary expenses, until a permanent appointment had been made. The motion was seconded by Commissioner Tapping, and thereupon the Chairman put the question on the adoption of the motion. A vote being taken, it was found that said motion had received the affirmative vote of a majority of the Commissioners, and thereupon the Chairman declared the same duly adopted and Commissioner Smith then entered upon his duties as such Temporary Secretary.

There being no further business it was moved and seconded that the meeting adjourn. The motion carried.

R. A. C. M. S. M. S.

CERTIFICATE

I, Shirley Kaur, Secretary of the Housing Authority of the City of Overbrook, Kansas, hereby certify that I have compared the annexed extract of minutes of a meeting of the said Authority held on the 17 day of January, 19 78, with the original thereof recorded in the official minutes of said Authority and that it is a correct transcript therefrom and of the whole of said original; that the foregoing extract of the minutes of the meeting at which the foregoing resolutions were adopted is a true and complete transcript of such minutes and that the foregoing Resolutions and motions are true, complete and accurate copies of the resolutions and motions adopted at said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the said Authority of the City of Overbrook, Kansas, this 28 day of Nov, 19 78.

(SEAL)

Shirley A. Kaur
Secretary