

PUBLIC MEETING NOTICE

Pursuant to 29 Del. Code 10004, the Board of Directors of the Delaware Manufactured Home Relocation Authority shall convene on **September 17, 2019** commencing at **1:30 P.M.** at 110 N. Main Street, Ground Floor, Camden, Delaware.

Agenda for Meeting September 17, 2019

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meetings Dated July 23, 2019
 - A. Review, Discussion and Approval
- III. Executive Director’s Report
- IV. Chair’s Report
- V. Approval of Financial Matters
 - A. Recent Financial Activity & Report (Information Only)
 - B. Approval of Legal Counsel Invoices
 - C. Approval of Docket 01-2019 Arbitrator Invoice (Bon Ayre)
 - D. Approval of Docket 01-2019 Court Reporter Invoice (Bon Ayre)
 - E. Approval of Docket 07-2018 Moore & Rutt Writ of Prohibition Invoice (Wild Meadows)
 - F. Approval of Docket 07-2018 Arbitrator Invoice (Wild Meadows)
 - G. Approval of Docket 07-2018 Moore & Rutt Writ of Prohibition Invoice (Wild Meadows)
- VI. Reports:
 - A. Compliance Matters (Executive Director)
 1. Delinquent Parks Report
 2. Compliance Investigator Report
 - B. Arbitration Matters and Status
 1. Open Dockets for Arbitration Matters and Status 2017, 2018, 2019
 2. Open Dockets for Arbitration Costs 2017, 2018 & 2019
- VII. Unfinished Business
 - A. Update on White Oak MHP Relocation Plan
 - B. Update on Right of First Offer (Sales, Closings, Change in Use of Land)
 - C. Update on Reimbursements for Minquadale and Timber Acres.
 - D. Update on Board Appointments for Messrs. Meldrum and Daly

- E. Board Consideration to Increase Relocation Benefits for Single Wide (From \$8,000 to \$9,500) and Double Wide (From \$12,000 to \$13,500).
- F. Update on Pursuing the Collection of Prior Owner's Assessment Fees Owed for Pom Run and Layton's Riviera (Documentation of What is Owed Attached per Request at Last Board Meeting).

VIII. New Business:

- A. House Bills 45 and 46 Details
- B. File Retention Guidelines to Incorporate into DEMHRA Policy and Procedures
- C. CPI-U Update
- D. WSFS Letter to Give Judge Crane Access to WSFS Trust Fund Operating Account
- E. Right of First Offer for Sale of The Village of Cool Branch (Does Have an HOA)
- F. Review Disposition of Titles for Manufactured Homes After Request for Relocation Assistance
- G. Reappointment of Mr. Strine
- H. Operating Account Replenishment
- I. Action Items

IX. Public Comments, if any

X. Executive Session

The Board may discuss, in Executive Session, pending arbitration cases, personnel matters, and litigation for the purpose of receiving legal advice relating to such matters.

XI. Next Meeting - Adjournment

Pursuant to 29 Del. Code Section 10004(e)(2), this Agenda may be changed to include additional items (including executive sessions) or the deletion of items (including executive sessions) which arise at the time of the Authority's meeting.