

## **PUBLIC MEETING NOTICE**

Pursuant to 29 Del. Code 10004, the Board of Directors of the Delaware Manufactured Home Relocation Authority shall convene a regular meeting on **June 4, 2020** commencing at **1:30 P.M at our new location at 1981 S. State Street, Dover, DE. Those who are unable to attend can dial in via teleconference.** The call-in number is **1-646-749-3122**. After calling in, you will be prompted to enter the access code, which is **817793581#**. Please call **302-674-7768** if you have problems dialing in.

### **Agenda for Meeting June 4, 2020**

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meetings Dated April 23, 2020
  - A. Review, Discussion and Approval
- III. Chair’s Report
- IV. Executive Director’s Report
- V. Approval of Financial Matters
  - A. Recent Financial Activity & Report (Information Only)
  - B. Approval of Legal Counsel Invoice
  - C. Approval of Arbitration Invoice
  - D. Approval of BDO Financial Statement Preparation Invoice
  - E. Approval of L&W General Liability Insurance Invoice
  - F. Approval of L&W (Hartford) Worker’s Compensation Insurance Invoice
- VI. Reports
  - A. Compliance Matters (Executive Director)
    - 1. Delinquent Parks Report
    - 2. Compliance Investigator Report
      - A. Contractor Costs 2019-2020
  - B. Arbitration
    - 1. Open Dockets for Arbitration Matters and Status 2016-2017-2018-2019
    - 2. Open Dockets for Arbitration Costs 2016-2017-2018-2019
    - 3. Arbitration Costs 2016-2017-2018-2019

VII. Unfinished Business

- A. Lakeside Community – COVID19 Delaying Response (Business Closed)
- B. Update of White Oak MHP
- C. Update on Right of First Offer (Sales, Closings, Change in Use of Land)
- D. Update on DEMHRA Office Relocation

VIII. New Business

- A. Fieldwood Community
- B. CPI-U Update
- C. Move Trust Fund Account to M&T Bank
- D. Winterset Farms Rent Increase Meeting (Virtual Meeting Due to COVID19)
- E. Magnolia Crossing (Past Ownership Timeline)
- G. Leisure Point & Village of Cool Branch – Failure to Register New Ownership Account with the Division of Revenue
- H. 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.