

PUBLIC MEETING NOTICE

Pursuant to 29 Del. Code 10004, the Board of Directors of the Delaware Manufactured Home Relocation Authority shall convene a Board Meeting on **June 3, 2021** commencing at **1:30 P.M.** at 1979 S. State Street, Dover, DE. **The meeting will also be available via Zoom.**

Meeting ID: 2077911211

Passcode: 790453

For those participants physically attending the meeting, and not fully vaccinated, a mask must be worn.

Agenda for Meeting June 3, 2021

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meeting dated April 29, 2021
 - A. Review
 - B. Discussion and Approval
- III. Chair's Report
- IV. Executive Director's Report
- V. Legal Counsel Report
- VI. Approval of Financial Matters
 - A. Recent Financial Activity & Report (Information Purposes Only)
 - B. Approval of Legal Counsel Invoice
 - C. Approval of Arbitrator Invoice
 - D. Approval of Hartford Workers' Compensation Insurance Invoice
 - E. Approval of Excel Business Systems Invoices
 - F. Approval of L & W Professional Liability Insurance Invoice.
- VII. Reports
 - A. Compliance Matters (Executive Director)
 - 1. Delinquent Parks Report
 - 2. Compliance Investigator Report
 - B. Arbitration
 - 1. Open Dockets – Arbitration Status & Costs

VIII. Unfinished Business

- A. Update of Right of First Offer (Sales, Closings, Change in Use of Land)
- B. Update on Lynch's Sale of Park
- C. Update on Procedures for Requesting Rent Increases
- D. Counsel's Opinion on Rent Increase Notifications
- E. Update on Legal Fund Assessments Paid by ROC's.
- F. Update on Paradise Cove (Previously Malone's Bayside Marina)
- G. Counsel's Opinion on Paradise Cove
- H. Approval of Policies and Procedures

IX. New Business

- A. Invitation to Submit Proposals for Auditing Services
- B. New CPI-U (CPI-U Calculations)
- C. Transfer of Trust Fund Money to DOJ Legal Fund Account
- D. Change in Use of Land – Pine Point Park
- E. Request from Rose Pritchett, Former Owner of Bree Street, for Refund of Payments Made to the Trust Fund
- F. Request from Scott Stumpf, New Owner of Bree Street to be Removed from the Trust Fund Account and List of DEMHRA Registered Community Owners
- G. Request from DOJ Regarding Malone's Bayside Marina Rent Increases Above the CPI-U
- H. Request Glasgow Court Attorney to Send DEMHRA all Rent Increase Letters
- I. Board Members Terms of Expiration
- J. Portal Welcome Letter from Dept. of Finance to Community Owners
- K. Action Items

X. Public Comments If Any

XI. 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.

XII. 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.