

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 **July 22, 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 July 22, 2021

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meeting dated June 3, 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
- VII. Reports
 - A. Compliance Matters (Executive Director)
 - 1. Compliance Investigator Report
 - 2. Delinquent Park 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 Sale of Vanessa Park
- D. Update on Bree Street MHP – Status of Ms. Pritchett's Decision on Reimbursement of Funds Paid into the Trust Fund
- E. Update on Paradise Cove Seasonal Park Status
- F. Update on Silver Oaks Tax Parcel Research
- G. Update on Towers MHP Regarding Collection of Assessment Fees
- H. Minquadale Delinquent Payments – Letter to be Sent to Collect Assessment Fees
- I. Trust Fund Replenishment Request
- J. Update on Letter to be Sent to All Communities Notifying Them of Solicitor's Interpretation of the Law Pertaining to Rent Increase Notification Letters
- K. Update on Pine Point Park Change in Use

IX. New Business

- A. Approval of Falcidian Engagement Letter
- B. Book & Associates Representation Letter in Connection with Audit of Financial Statements
- C. Barclay Farms Rent Increase Above the CPI-U
- D. Approval of Policy for New Community Owner Responsibilities
- E. Mason-Dixon MHP – Seasonal Park Status
- F. Up Country MHP ROFO for Sale of Park
- G. Salary Proposal for DEMHRA Staff (Discuss in Executive Session)
- H. 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.