

## **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 **December 16, 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 December 16, 2021**

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meeting dated October 28, 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 (For Informational Purposes Only)
  - B. Approval of Legal Counsel Invoices
  - C. Approval of Arbitrator Invoices
  - D. Approval of Staples bill from Computerization 1 on 1
- VII. Reports
  - A. Compliance Matters (Executive Director)
    - 1. Compliance Investigator Report
    - 2. Delinquent Parks Report
  - B. Arbitration
    - 1. Open Dockets
    - 2. Arbitration Status & Costs

## VIII. Unfinished Business

- A. Right of First Offer (Sales, Change in Use, Closings):
  - Update on Sale of Silver Oaks Trailer Park
  - Update on Sale of Up Country MHP
  - Update on Sale of Peachtree Run MHP (Formerly Vanessa MHP)
  - Update on Sale of Sussex Manor
  - Update on Sale of Fords MHP
  - Update on Sale of Summer Patch (Part of Sea Air Village)
  - Update on Sale of Driftwood Village
  - Update on Timberlane Change in Use
  - Update on Pine Point Park Change in Use
- B. Re-address Mr. Heisler's Relocation Proposal to Reimburse Tenants for Home Improvement Investments they Made to Non-Relocatable Homes.
- C. Update on Minquadales Proposal to Settle Delinquent Assessment Fees
- D. Update on Mason-Dixon (Audit and Request for Leases)

## IX. New Business

- A. DOJ Legal Fund Transfer
- B. Magna Legal Services Proposal (Court reporter)
- C. The Spanish Group (Translation Services) for Chair's Signature
- D. Impact of the New Maximum Relocation Benefits on Applications Approved Prior to September 30, 2021
- E. Shortage of Mobile Home Movers for Timberlane and Pine Point Park
- F. List of Certified Demolition Contractors

## X. Public Comments

## 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.