

# **PUBLIC 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 8, 2023**, commencing at **1:30 P.M.** at 1979 S. State Street, Dover, DE

## **Agenda for Meeting June 8, 2023**

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meeting May 11, 2023 (Pages 2-6)
  - 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 Invoices (Pages 7-14)
- VII. Reports
  - A. Compliance Matters (Executive Director)
    - 1. Compliance Investigator Report
    - 2. Status of Community Owner Registration Update – Work Orders Assigned to Compliance Investigators (DISCUSS)
    - 3. Delinquent Parks Report (Page 15)
  - B. Arbitration (Update on Status of Open Dockets) (DISCUSS)
  - C. Rent Increase Certification Requests (May)
- VIII. Unfinished Business
  - A. Update on Parks for Sale (Page 16)
  - B. Update on Parks Going Through Change in Use (Page 17)
    - 1. Timberlane
    - 2. Lynch's MHP
    - 3. Pine Haven
    - 4. Paradise Cove
  - C. Approval of Applications
    - 1. Timberlane
    - 2. Lynch's
    - 3. Pine Haven
- IX. New Business
  - A. Instructions for Setting up Vendor Account for Board Members to be Paid for Meeting Attendance and Updating Policies & Procedures to Include Same (DISCUSS)
  - B. New Owner Orientation via Zoom and Updating Policies & Procedures to Include Same (DISCUSS)
  - C. HP Copier Lease Tax (DISCUSS)

D. Consider Compensation Increase for Solicitor and Executive Director (DISCUSS)

X. Public Comments

XI. Executive Session

The Board may convene an Executive Session to discuss legal matters

XII. Next Meeting

XIII. 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.

Public Notice (FINAL) Agenda, June 8, 2023