

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 May 9, 2024, commencing at **1:30 P.M.** at 1979 S. State Street, Dover, DE.

Agenda for Meeting May 9, 2024

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meeting April 4, 2024
 - 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
- VII. Reports
 - A. Compliance Matters (Executive Director)
 - 1. Compliance Investigator Report
 - 2. Delinquent Parks Report
 - 3. Community Owner Annual Registration
 - B. Arbitration (Update on Status of Open Dockets)
 - C. Rent Increase Certification Requests (April)
- VIII. Unfinished Business
 - A. Update on Parks for Sale
 - B. Update on Parks Going Through Change in Use Update
 - 1. Timberlane
 - 2. Pine Haven

C. Approval of Applications:

1. Timberlane
2. Pine Haven

IX. New Business

- A. Request Yearly Audit Proposals
- B. Threshold for Approving Financial Transactions
- C. New Community Owner Checklist to be Posted on DEMHRA Website
- D. Additional cost from R. F. Book for adding GAAP Financial Statements to the Audit

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.