

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 October 17, 2024, commencing at **1:30 P.M.** at 1979 S. State Street, Dover, DE.

Agenda for Meeting October 17, 2024

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meeting September 5, 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
 - B. Arbitration (Update on Status of Open Dockets)
 - C. Rent Increase Certification Requests (September)
- VIII. Unfinished Business
 - A. Update on Parks for Sale
 - B. Update on Parks Going Through Change in Use
 - 1. Timberlane
 - 2. Pine Haven
 - C. Approval of Applications:
 - 1. Timberlane
 - 2. Pine Haven
 - D. Follow-up on Audit Proposal:
 - 1. Prepare an Addendum to Atlantic Blue Auditors Engagement Letter
 - 2. Board Vote Will Be Required for Approval
 - E. Legislative Update
 - F. Exclude Resident-Owned Communities from Relocation Authority Collection Fees as Well as Application for Relocation Benefits (Mr. Sutton will bring this before the Manufactured Housing Task Force Sub-Committee on Which He Serves)
- IX. New Business

- A. Vote to Write Off Sussex Manor Quarter 2 2019 Trust Fund Delinquency. Old Owner Kamm Properties is no Longer a Legitimate Business
- B. New CPI-U of 3.662%, Effective September 16, 2024
- C. Holly Oak MHP – Sale of Park

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.