

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 March 27, 2025, commencing at 1:30 P.M. at 1979 S. State Street, Dover, DE.

Agenda for Meeting March 27, 2025

- I. Call to Order – 1:30 P.M.
- II. Minutes of Board Meeting February 13, 2025
 - 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. Delinquent Parks Report
 - B. Arbitration (Update on Status of Open Dockets)
 - C. Rent Increase Certification Requests (February)
- VIII. Unfinished Business
 - A. Update on Parks for Sale
 - B. Update on Parks Going Through Change in Use
 1. Timberlane
 2. Lazy Pine Retreat
 3. Lakeland MHC
 4. Lake Forest
 - C. Approval of Applications:
 1. Timberlane
 2. Lazy Pine Retreat
 3. Lakeland MHC
 4. Lake Forest
 - D. Clarify Definition of "Parcel" in Chapter 70
- IX. New Business
 - A. Draft Lot Rent Assistance Program Procedure
 - B. Trust Fund Interest Earned from 7/1/23 to 2/1/25
 - C. Purchase existing HP Copier versus Continuing with Lease

- D. Communities Raising Rent and Not Notifying DEMHRA
- E. Representation Letters to Atlantic Blue Advisors from DEMHRA for Audit of Financial Statements for FY 2022/2023 and 2023/2024
- F. New CPI-U
- G. Effective Date for Increasing Trust Fund Cap from \$15,000,000 to \$20,000,000.

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

Respectfully submitted,

Gregory Sutton
Executive Director

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 March 27, 2025