

**Housing Authority of City of Burlington Wisconsin  
Riverview Manor  
May 14, 2015**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, May 14, 2015 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Vice Chairman Stubley.

**COMMISSIONERS PRESENT:** Chairman Lapp, Vice Chairman Stubley, Secretary Heck, Commissioner Iselin, Commissioner Merten and Manager Eileen Olson.

Minutes from the regular monthly meeting held April 16<sup>th</sup>., were approved with a motion by Stubley and seconded by Iselin, motion carried unanimously.

**FINANCIAL REPORT:**

Reserve Account balances as of April 30, 2015  
(See statement balance sheet)

**OCCUPANCY REPORT:**

Manager Olson reported 59 on the waiting list for 1 bedroom units and 4 for 2 bedroom units.

**BUILDING AND MAINTENANCE:**

Proposal received from Steve Ehlen Masonry for a 20 x 20 patio area and an 70' x 5' walkway area in the amount of \$4,650.00 from the building to the river. A second bid for a 90 sf slab near main entrance to avoid icing and runoff for \$765.00 was discussed. Proposals approved by motion made by Stubley, seconded by Heck and carried unanimously. The bid for the parking lot island is being held for future discussion.

After board discussion, it was decided the antenna service not working as a result of a recent storm and will not be replaced.

(MPR Update)

Manager Olson reported to board members that 5 units remain to be finished along with the common area and community room with June 15<sup>th</sup> target date set for completion.

Contractor Open House tentatively set for June 24<sup>th</sup>.

**COMMUNICATION**

Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members.

## **NEW BUSINESS**

**Manager Olson spoke to board members about Riverview Manor being listed in the Senior Resources Magazine which everyone agreed to unanimously.**

## **UNFINISHED BUSINESS**

**Manager Olson and board members discussed items for possible changes to the Management Plan that include ruling on evictions and mandatory renters insurance.**

## **ADJOURNMENT**

**There being no further business, motion to adjourn was made by Heck, seconded by Merten. Carried unanimously. Meeting adjourned at 8:00 P.M. The next monthly meeting has been tentatively scheduled for June 18, 2015.**



**Ralph Heck, Secretary**