

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
June 22, 2017**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, June 22, 2017 at 6:15 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Heck, Secretary Smith, Commissioner Petersen, Commissioner Merten and Manager Eileen Olson.

Minutes from the regular monthly meeting held May 18, 2017, were reviewed and approved as written with a motion by Heck, seconded by Merten, and carried unanimously.

FINANCIAL REPORT: Reserve Account balances as of May 31, 2017. (See statement balance sheet).

OCCUPANCY REPORT: Manager Olson reported 57 on the waiting list for one bedroom units and 10 for two bedroom units.

BUILDING AND MAINTENANCE: Paving and concrete work totaled \$128,000.50 due to cost overruns with the additional 782 cubic yards of gravel installed during the undercutting of the base.

A barrel grill was donated to the residents by Vic Rubach.

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

NEW BUSINESS: RVM will be hiring a part time employee for housekeeping as Victoria Whitcomb is leaving her position of 8 hours per week.

Motion made and carried for Pat Lapp and Eileen Olson to attend the WI-CARH Conference in Baraboo on November 2, 2017.

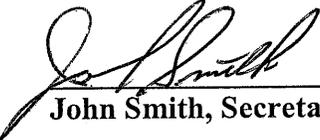
Motion made and carried to host the Burlington Chamber of Commerce Business After Hours on September 14, 2017 in recognition of the 40th anniversary of RVM.

A picnic for board members, employees and their spouses is being planned for August at the Lapp residence.

UNFINISHED BUSINESS: None

OTHER BUSINESS: There was a closed door meeting for board members to discuss (State Statute 19.85) Item C to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercised responsibility. Compensation discussion was held on wages for the upcoming fiscal year for proposed budget purposes.

ADJOURNMENT: There being no further business, motion to adjourn was made by Petersen, seconded by Merten, and carried unanimously. Meeting adjourned at 7:45 P.M. The next monthly meeting is tentatively scheduled for July 20, 2017 at 6:00 p.m.



John Smith, Secretary