

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
May 15, 2014**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, May 15th, 2014 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Stublely, Secretary Heck, Commissioner Iselin and Manager Eileen Olson was also present. Commissioner Stoehr was excused.

Minutes from the regular monthly meeting held on April 17th. were approved with a motion by Stublely, seconded by Iselin, motion carried unanimously.

FINANCIAL REPORT:

Reserve Account balances as of April 30, 2014
(See statement balance sheet)

OCCUPANCY REPORT:

Manager Olson reported 32 on the waiting list for 1 bedroom units and 7 for 2 bedroom units.

BUILDING AND MAINTENANCE:

Motion was made by Heck, seconded by Iselin to accept the proposal from Chem Tech for boiler water treatment in Phase I and II. Motion carried unanimously.

After reviewing the bid from Culligan in the amount of \$4,092.98 for a new water softener, a motion was made by Stublely, seconded by Iselin to accept the bid as proposed. Motion carried unanimously.

Board members took time out during the meeting to walk the grounds while still daylight. One item noted during the walk that needs attention is a problem at the west corner of the parking lot near the river where erosion of the lawn is occurring during heavy rains.

There has been no solution to date regarding the suite phones problem. Manager Olson will be contacting other housing projects to obtain information regarding type of system used and their opinion of it.

COMMUNICATION

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

Manager Olson reported that the Wi-Carh training she attended in Madison was very beneficial.

Board members were informed that the appraisal for Riverview Manor by Max Weber has been completed.

Greg Benz of Benz Architecture was chosen as the architect for the MPR project at Riverview Manor on a motion made by Iselin and seconded by Stublely. Motion carried unanimously.

Board members agreed that the city officials: attorney, city manager and mayor will be kept informed of the progress during the MPR project.

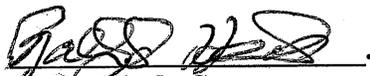
NEW BUSINESS

UNFINISHED BUSINESS

Management plan and pet policy updates were again discussed and the need for renters insurance being a high priority item.

ADJOURNMENT

There being no further business, motion to adjourn was made by Stublely, seconded by Heck to adjourn and carried unanimously. Meeting adjourned at 8:20 P.M. The next monthly meeting as well as the annual meeting has been tentatively scheduled for June 19th, 2014


Ralph Heck, Secretary