

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
October 24, 2019**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, October 24, 2019 at 5:30 p.m. at Riverview Manor. The meeting was called to order by Chairman Petersen.

COMMISSIONERS PRESENT: Chairman Petersen, Vice Chairman Heck, Secretary Smith, Commissioners Lapp and Merten and Manager Arlene Odeja.

Minutes from the regular monthly meeting held September 19, 2019 and special meeting of September 24, 2019 were reviewed. A motion to approve the minutes as written was made by Merten, seconded by Heck, and carried unanimously.

FINANCIAL REPORT: Copies of the monthly operating statements, bills, and bank statements were dispersed and reviewed by board members including Reserve Account balances as of September 30, 2019. (See statement balance sheet).

OCCUPANCY REPORT: Manager Odeja reported 58 on the waiting list for one bedroom units and 5 for two bedroom units.

BUILDING AND MAINTENANCE: See attached report.

A motion to proceed with replacing 7 windows and repairing 27 sashes up to a cost of \$6,000.00 was made by Heck, seconded by Merten, and carried unanimously.

Discussion was held on CNA bids that were received. They will be further reviewed at November meeting.

NEW BUSINESS: No new business to report.

OTHER BUSINESS: None to report.

ADJOURNMENT: There being no further business, motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 6:15 p.m. The next monthly meeting is scheduled for November 20, 2019 at 5:30 p.m.



John Smith, Secretary