

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
April 23, 2020**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, April 23, 2020 at 5:30 p.m. by teleconference. The meeting was called to order by Chairman Petersen.

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

Minutes from the regular monthly meeting held February 19, 2020 were reviewed. A motion to approve the minutes as written was made by Merten, seconded by Lapp, and carried unanimously. NOTE: Due to the Covid19 Pandemic March meeting was not held.

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 March 31, 2020. (See statement balance sheet). A motion to approve the financial report as written was made by Lapp, seconded by Merten, and carried unanimously.

OCCUPANCY REPORT: Manager Odeja reported 63 on the waiting list for one bedroom units and 2 for two bedroom units. There are currently no vacancies.

BUILDING AND MAINTENANCE: Cost of new control board is \$1300 plus labor.

NEW BUSINESS: Manager Odeja reported to the Board regarding the attached 2020-2021 bucket list.

Board discussed flower garden for the residents, motion made by Lapp not to exceed \$250.00, seconded by Heck and carried unanimously.

Motion made by Heck, seconded by Merten and carried unanimously to raise monthly rents by \$10.00. One bedroom to \$375.00 and two bedroom to \$420.00. (if warranted by proposed budget numbers).

ADJOURNMENT: There being no further business, motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 7:00 p.m. The next monthly meeting is scheduled for May 21, 2020 at 5:30 p.m. via teleconference.



John Smith, Secretary