

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
May 21, 2020**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, May 21, 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 April 23, 2020 were reviewed. A motion to approve the minutes as written was made by Merten, seconded by Lapp, 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 April 30, 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 8 for two bedroom units. There are currently no vacancies.

BUILDING AND MAINTENANCE: Monthly maintenance report was received by the Board members.

NEW BUSINESS: Manager Odeja reported on the accounting bids for the 2020-2021 financial audit.

Board reviewed the updated budget proposal for 2020-2021 year. There was also discussion on sidewalk installation and hallway painting and fascia board.

ADJOURNMENT: There being no further business, motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 6:45 p.m. The next monthly meeting is scheduled for June 18, 2020 at 5:30 p.m.



John Smith, Secretary