

**City of Burlington Housing Authority
Riverview Manor**

April 21, 2011

The regular monthly meeting of the City of Burlington Housing Authority was held on Wednesday April 21, 2011, 6:30-P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice-Chairman Stublely, Commissioners LeRoy Stoehr and Kelly Iselin. Secretary Heck was excused.

Printed copies of the Minutes of the March 24, 2011 meeting were handed out. Motion by Stoehr and seconded by Stublely to approve the minutes with corrections. Motion carried.

FINANCIAL REPORT:

Reserve Account balances as of March 31, 2011

| | |
|----------------------|--------------------|
| First Banking Center | \$34,107.89 |
| M & I Bank | <u>\$15,130.56</u> |
| Total | \$49,238.45 |

OCCUPANCY REPORT:

Manager Henning reported that all units are rented and 13 are on the waiting list.

BUILDING AND MAINTENANCE:

One bid had been received for seal coating of the parking lot from Poblocki Paving and are waiting for additional bids.

COMMUNICATIONS:

Copies of the monthly bills and operating statement were dispersed and reviewed by board members.

Discussion was held on removal of items from apartment when occupant is ill and possibly not returning and rent is not paid.

Applications for the part-time position were reviewed. Manager Henning and Chairman Lapp will conduct initial interviews.

Manager Henning reported on the Fair Housing & Compliance meeting she attended on April 13, 2011.

There being no further business, motion to adjourn was made by Stoehr and seconded by Iselin and carried unanimously. Meeting adjourned. The next monthly meeting is tentatively scheduled for May 19th, 2011.


Charles Stubley, Acting Secretary