

**City of Burlington Housing Authority
Riverview Manor
April 9, 2009**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, April 9, 2009 at Riverview Manor at 6:30 P.M. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Secretary Heck, Board members LeRoy Stoehr, Kelly Iselin, Charles Stublely and Resident Manager, Dorothy Henning.

Minutes from the March 12th. meeting was dispersed to board members and a motion was made by Stoehr to approve the minutes as read, seconded by Iselin and carried unanimously.

FINANCIAL REPORT:

Reserve Account balances as of March 31, 2009	
First Banking Center	\$ 91,945.66
M&I Bank	<u>\$ 26,653.70</u>
TOTAL	\$ 118,599.36

OCCUPANCY REPORT:

Manager Henning reported 24 on the waiting list for 1 bedroom units and 2 waiting for a 2 bedroom unit.

BUILDING AND MAINTENANCE:

- Preventative maintenance bids for heating and air conditioning for year 2009 and 2010 have been received. Board members have not made a decision due some questions and concerns regarding the proposals. There will be further discussion at the May board meeting.
- Bids from at least 3 roofing contractors for roof replacement at Riverview will be sought in the near future.
- Board members suggested that Manager Henning contact another company for pricing of surveillance equipment for Riverview Manor.

COMMUNICATIONS:

- A motion by Heck, seconded by Stoehr to send Resident Manager Henning to a Managing Rural Development Compliance seminar on May 13th and 14th. at Madison. Motion carried unanimously.

NEW BUSINESS:

- **After much discussion, board members decided it is necessary to implement a monthly rent raise of \$20.00 which will have to be approved by Rural Development.**

UNFINISHED BUSINESS:

- **A motion was made by Stoehr, seconded by Stublely to accept the changes recommended by board members regarding Secretary duties performed in Article II – Section 4 of the by-laws. Upon receiving the redrafted by-laws, the annual meeting will be held with election.**

ADJOURNMENT:

There being no further business, motion to adjourn was made by Iseline, seconded by Stoehr and carried unanimously. Meeting adjourned 8:10 P.M.

The next monthly meeting is scheduled for May 14, 2009.



Ralph Heck, Secretary