

**City of Burlington Housing Authority
Riverview Manor
May 21, 2009**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, May 21, 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 April 9th. 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 April 30, 2009	
First Banking Center	\$ 94,108.88
M&I Bank	<u>\$ 26,658.08</u>
TOTAL	\$ 120,766.96

OCCUPANCY REPORT:

Manager Henning reported 18 on the waiting list for 1 bedroom units and 1 waiting for a 2 bedroom unit.

BUILDING AND MAINTENANCE:

- Maintenance bids for heating and air conditioning for year 2009 and 2010 have been received. Board members are considering accepting separate bids for heating as well as separate bids for air-conditioning. A final decision will be made when all proposals have been let and received.**
- Bids from at least 3 roofing contractors for roof replacement at Riverview have been let and to date only 2 have been received.**
- Board members reviewed and discussed the proposals received for surveillance equipment at Riverview Manor. Manager Henning will contact the company rep from P.E.C. Tech to attend the June meeting to do a presentation for the board members.**

COMMUNICATIONS:

NEW BUSINESS:

- **Manager Henning handed out copies of the ledger for March and April bills for review by the board members.**
- **The board also received the budget draft for review and discussion.**
- **The manager salary and wages for part-time employees have been increased by approximately 3% for upcoming year 2009-2010.**

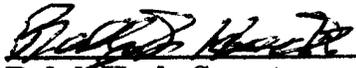
UNFINISHED BUSINESS:

- **Discussion of audit cost from Gordon Maier & Company that have been increased largely due to required Circular A-133. It was suggested to contact City Administrator, Kevin Lahner to see if Riverview Manor could be included with the City Audit with Riverview paying the additional amount charged for this service.**

ADJOURNMENT:

There being no further business, motion to adjourn was made by Stublely, seconded by Stoehr and carried unanimously. Meeting adjourned 8:50 P.M.

The next monthly meeting is scheduled for June 11, 2009.



Ralph Heck, Secretary