

# **Vermilion Housing Authority**



**Board of Commissioners**

**January 20, 2022**

**Board Packet**



Vermilion Housing Authority

1607 Clyman Lane

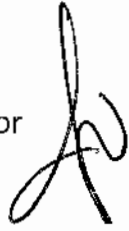
Danville, IL 61832

P: (217) 443-0621 F: (217) 431-7059

Jaclyn Vinson, Executive Director

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TO: All Interested Parties

FROM: Jaclyn Vinson, Executive Director 

DATE: January 14, 2022

SUBJECT: Board of Commissioners Monthly Meeting

The regular meeting of the Board of Commissioners of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority is scheduled for **Thursday, January 20, 2022 at 4:00 p.m. will be held via teleconference.**

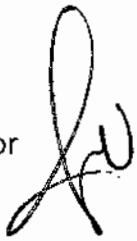
JV:sh



1607 Clyman Lane  
Danville, IL 61832  
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TO: Board of Commissioners

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DATE: January 14, 2022

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The regular meeting of the Board of Commissioners of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority is scheduled for **Thursday, January 20, 2022 at 4:00 p.m. will be held via teleconference.**

Copies of information and business items are enclosed. Please contact me at (217) 444-3101 if you have any questions.

JV:sh  
Enclosures



**BOARD OF COMMISSIONERS  
REGULAR MEETING  
VIA TELECONFERENCE  
THURSDAY, JANUARY 20, 2022  
AGENDA**

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda [voice vote]
4. Public and Resident Comments:  
*Comments will be accepted on items listed on the agenda for action at the January Board of Commissioners meeting with a 3 minute limit or with an authorized form signed and turned in prior to the meeting-ED*
5. Approval of December 16, 2021- VHA Board Minutes and Closed Minutes (pages 1-14)
6. Police Reports (pages 15-16)
7. Department Reports:
  - (a) Public Housing (pages 17-18)
  - (b) HCV (pages 19-20)
  - (c) Finance (pages 21-38)
  - (d) Personnel (page 39)
8. New Business [all the below items – roll call vote]
  - \* (a) Updated COVID-19 Policy (pages 40-42)

9. Other Business
  - (a) Project Updates
  
10. Closed Session  
Pursuant to the IL Open Meetings Act:  
5 ILCS 120/2(c)(5): The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired
  
11. Chairman /Commissioner Comments
  
12. Adjournment

**\*NEED BOARD APPROVAL AND/OR RESOLUTION**

-The next regularly scheduled meeting of the Board of Commissioners is February 17, 2022 at the Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, IL and via teleconference. We will begin at 4:00 p.m.

MINUTES OF  
December 16, 2021  
REGULAR BOARD MEETING

The Board of Commissioners of the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority met in regular session on December 16, 2021 at 4:05 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois. Chairman O'Shaughnessy asked that everyone stand and recite the "Pledge of Allegiance." Upon roll call requested by Chairman O'Shaughnessy, those present and absent were:

PRESENT: Harsha Gurujal, Chairman – Pat O'Shaughnessy, Deanna Witzel, Vice Chairman – Gary Miller and Lindsay VanFleet  
ABSENT: Carla Boyd and Tyson Parks  
ALSO PRESENT: Executive Director, Jaclyn Vinson; Intake Specialist, Sue Harden; Chief Financial Officer, Amber McCoy and Director of Housing Operations, Brittany Savalick

Chairman O'Shaughnessy welcome new Board Member, Harsha Gurujal.

Chairman O'Shaughnessy called for any additions or deletions to item number 3 on the agenda. None were presented. Chairman O'Shaughnessy then called for a motion to approve the agenda as presented. Vice Chairman Miller moved that the agenda be approved as presented. Commissioner Witzel seconded the motion.

Chairman O'Shaughnessy called for a roll call vote to approve the agenda which produced the following:

AYES: H. Gurujal, P. O'Shaughnessy, D. Witzel, G. Miller and L. VanFleet  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Chairman O'Shaughnessy thereupon declared said motion carried.

Chairman O'Shaughnessy opened the floor to public and resident comments, item number 4 on the agenda. None were presented.

Chairman O'Shaughnessy asked for any additions or deletions to the minutes from the November 18, 2021 Regular Board Meeting item number 5 on the agenda. None were presented. Chairman O'Shaughnessy stated that if there were no additions or

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corrections, he needs a motion to approve the minutes. Commissioner Witzel a motion that the minutes from the November 18, 2021 Regular Board Meeting be approved. Commissioner Gurujal seconded the motion.

Chairman O'Shaughnessy called for a roll call vote to approve the minutes from the November 18, 2021 Regular Board Meeting which produced the following:

AYES: P. O'Shaughnessy, D. Witzel, G. Miller, L. VanFleet and H. Gurujal  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Chairman O'Shaughnessy thereupon declared said motion carried.

Chairman O'Shaughnessy asked for item number 6 on the agenda – Police Reports. Mrs. Vinson stated there were 25 police calls for November. A question and answer session followed.

Chairman O'Shaughnessy asked for item number 7 on the agenda – Director's reports.

**(a) Public Housing** – Brittany Savalick went over the November report. She stated they were at 98% occupancy for all AMPs.

**(b) HCV/Section 8** – Brittany Savalick went over the November report. She stated they have 453 active vouchers. A question and answer session followed.

**(c) Finance** – Amber McCoy went over the Finance, TAR's and Expenditures Reports for November. Discussion was held followed by a question and answer session.

**(d) Personnel** – Amber McCoy went over the November report.

Chairman O'Shaughnessy asked if there were any other questions regarding the reports. None were presented.

Chairman O'Shaughnessy asked for item number 8 on the agenda – Emphasys Annual Maintenance Contract; Staff Health Insurance Renewal Rates; Personnel Policy; Fair Oaks Demolition Bid Award; Fair Oaks Infrastructure Removal Bid Award and Ramey Court Demolition Bid Award.

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(a) **Emphasys Annual Maintenance Contract** – Mrs. Vinson went over the contract. Chairman O’Shaughnessy asked if there were any questions. None were presented. Vice Chairman Miller made a motion to approve the Emphasys Annual Maintenance Contract. Commissioner Gurujal seconded it.

**RESOLUTION NO. 2021-44**

RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS  
d/b/a VERMILION HOUSING AUTHORITY

**WHEREAS**, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority ] (the “Authority”) is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the “Act”) for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

**WHEREAS**, in furtherance of its purpose, to approve the contract with Emphasys Computer Software for an annual amount of \$34,925.00 for annual maintenance and technical support; and

**WHEREAS**, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority, desires to approve such action.

**NOW, THEREFORE**, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the annual maintenance contract with Emphasys Computer Software for an annual amount of \$34,925.00 for annual maintenance and technical support.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

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Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Emphasys Annual Maintenance Contract which produced the following:

AYES: H. Gurujal, P. O'Shaughnessy, D. Witzel, G. Miller and L. VanFleet  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Chairman O'Shaughnessy thereupon declared said motion carried.

**(b) Staff Health Insurance Renewal Rates** – Mrs. Vinson went over the renewal rates. A question and answer session followed. Chairman O'Shaughnessy asked if there were any other questions. None were presented. Commissioner Witzel made a motion to approve the Staff Health Insurance Renewal Rates. Vice Chairman Miller seconded it.

#### **RESOLUTION NO. 2021-45**

#### RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS d/b/a VERMILION HOUSING AUTHORITY

**WHEREAS**, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

**WHEREAS**, in furtherance of its purpose, to approve the health insurance renewal options for 2022 with Health Alliance for POS 2000 Gold; and

**WHEREAS**, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority, desires to approve such action.

**NOW, THEREFORE**, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the health insurance renewal options for 2022 with Health Alliance for POS 2000 Gold.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Staff Health Insurance Renewal Rates which produced the following:

AYES: P. O'Shaughnessy, D. Witzel, G. Miller, L. VanFleet and H. Gurujal  
NAYES: None  
ABSENT: T. Parks and C. Boyd

Chairman O'Shaughnessy thereupon declared said motion carried.

**(c) Personnel Policy** - Mrs. Vinson went over the changes in the policy. Discussion was held followed by a question and answer session. Chairman O'Shaughnessy asked if there were any other questions. None were presented. Commissioner Gurujal made a motion to approve the Personnel Policy without the Short Term Disability with that portion being tabled for discussion at the January Board Meeting. Commissioner VanFleet seconded it.

#### **RESOLUTION NO. 2021-46**

RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS  
d/b/a VERMILION HOUSING AUTHORITY

**WHEREAS**, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and

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undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

**WHEREAS**, in furtherance of its purpose, to approve the updates to the Personnel Policies and Procedures Manual for the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority; and

**WHEREAS**, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority, desires to approve such action.

**NOW, THEREFORE**, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the updates to the Personnel Policies and Procedures Manual for the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Personnel Policy with the Short Term Disability portion being tabled for discussion at the January Board Meeting, which produced the following:

AYES: D. Witzel, G. Miller, L. VanFleet, H. Gurujal and P. O'Shaughnessy  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Chairman O'Shaughnessy thereupon declared said motion carried.

(d) **Fair Oaks Demolition Bid Award** – Mrs. Vinson went over the bid award. Chairman O’Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion to approve the Fair Oaks Demolition Bid Award. Commissioner Gurujal seconded it.

**RESOLUTION NO. 2021-47**

RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS  
d/b/a VERMILION HOUSING AUTHORITY

**WHEREAS**, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the “Authority”) is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the “Act”) for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

**WHEREAS**, in furtherance of its purpose, the Authority to approve the Fair Oaks Demolition Bid Award to Owens Excavating and Trucking, LLC not to exceed \$396,592.00; and

**WHEREAS**, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority desires to approve such action.

**NOW, THEREFORE**, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the Fair Oaks Demolition Bid Award to Owens Excavating and Trucking, LLC not to exceed \$396,592.00.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Fair Oaks Demolition Bid Award which produced the following:

AYES: G. Miller, L. VanFleet, H. Gurjua, P. O'Shaughnessy and D. Witzel  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Chairman O'Shaughnessy thereupon declared said motion carried.

(e) **Fair Oaks Infrastructure Removal Bid Award** – Mrs. Vinson went over the bid award. A question and answer session followed. Chairman O'Shaughnessy asked if there were any other questions. None were presented. Commissioner Witzel made a motion to approve the Fair Oaks Infrastructure Removal Bid Award. Vice Chairman Miller seconded it.

#### RESOLUTION NO. 2021-48

RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS  
d/b/a VERMILION HOUSING AUTHORITY

**WHEREAS**, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

**WHEREAS**, in furtherance of its purpose, the Authority to approve the Fair Oaks Infrastructure Removal Bid Award to Bob Brown Construction, Inc. not to exceed \$85,083.00; and

**WHEREAS**, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority desires to approve such action.

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**NOW, THEREFORE**, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the Fair Oaks Infrastructure Removal Bid Award to Bob Brown Construction, Inc. not to exceed \$85,083.00.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O'Shaughnessy called for a roll call vote to approve the Fair Oaks Infrastructure Removal Bid Award which produced the following:

AYES: L. VanFleet, H. Gurujal, P. O'Shaughnessy, D. Witzel and G. Miller  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Chairman O'Shaughnessy thereupon declared said motion carried.

**(f) Ramey Court Demolition Bid Award** - Mrs. Vinson went over the bid award. Chairman O'Shaughnessy asked if there were any questions. None were presented. Vice Chairman Miller made a motion to approve the Ramey Court Demolition Bid Award. Commissioner Witzel seconded it.

#### **RESOLUTION NO. 2021-49**

RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS  
d/b/a VERMILION HOUSING AUTHORITY

**WHEREAS**, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the

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“Act”) for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

**WHEREAS**, in furtherance of its purpose, the Authority to approve a project agreement with Bob Brown Construction, Inc. for Ramey Court Demolition Bid Award not to exceed \$94,649.00; and

**WHEREAS**, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority desires to approve such action.

**NOW, THEREFORE**, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of a project agreement with Bob Brown Construction, Inc. for Ramey Court Demolition Bid Award not to exceed \$94,649.00.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O’Shaughnessy called for a roll call vote to approve the Ramey Court Demolition Bid Award which produced the following:

AYES: H. Gurujal, P. O’Shaughnessy, D. Witzel, G. Miller and L. Van Fleet  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Chairman O’Shaughnessy thereupon declared said motion carried.

Chairman O'Shaughnessy asked for item 9 on the agenda – Other Business – Updated By-Laws – First Read.

**(a) Updated By-Laws – First Read** – Mrs. Vinson went over the proposed changes.

Chairman O'Shaughnessy asked for item 10 on the agenda – Closed Session for Real Estate Matters. Chairman O'Shaughnessy asked for a motion and a second to go into Closed Session for Real Estate Matters Pursuant to the IL Open Meetings Act:

5 ILCS 120/2(c)(5): The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

Commissioner Gurujal moved to go into closed session to discuss the above-matter. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to go into closed session which produced the following:

AYES: H. Gurujal, P. O'Shaughnessy, D. Witzel, G. Miller and L. VanFleet  
NAYES: None  
ABSENT: C. Boyd and T. Parks

Upon roll call vote, Chairman O'Shaughnessy thereupon declared said motion carried and moved into closed session at 5:08 p.m.

Commissioner Witzel made a motion to come out of closed session. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to reconvened into open session which produced the following:

AYES: H. Gurujal, P. O'Shaughnessy, D. Witzel, G. Miller and L. VanFleet  
NAYES: None  
ABSENT: C. Boyd and T. Parks

The Board reconvened into open session at 5:25 p.m.

Chairman O'Shaughnessy as for item 11 on the agenda - Chairman/Commissioner Comments. None were presented.

Chairman O'Shaughnessy stated that with the agenda items satisfied he would entertain a motion to adjourn the meeting. Commissioner Witzel made the motion to adjourn. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to adjourn the meeting which produced the following:

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AYES: H. Gurujal, P. O'Shaughnessy, D. Witzel, G. Miller and L. VanFleet  
NAYES: None  
ABSENT: C. Boyd and T. Parks

The meeting was adjourned at 5:26 p.m.

\_\_\_\_\_ Date: \_\_\_\_\_

Chairman  
The Housing Authority of the City of  
Danville, Illinois d/b/a Vermilion Housing Authority,  
Board of Commissioners

\_\_\_\_\_ Date: \_\_\_\_\_

Secretary/Treasurer  
The Housing Authority of the City of  
Danville, Illinois d/b/a Vermilion Housing Authority,  
Board of Commissioners

**VHA - Police Reports in Commercial News - December 2021**

<b>Date</b>	<b>Type</b>	<b>Location</b>	<b>Description</b>
12/2/2021	Police	Fair Oaks	Aggravated unlawful use of a weapon at Clyman and Redden
12/4/2021	Police	Parkview	911 Investigation
12/5/2021	Police	Centennial	Domestic disturbance in the 400 block of Honeywell
12/11/2021	Police	Fair Oaks	Welfare check in the 1600 block of Redden
12/11/2021	Police	Beeler	Theft in the 300 block of Bradley Lane
12/11/2021	Police	Beeler	Criminal damage to property in the 300 block of North Washington Avenue
12/14/2021	Police	Fair Oaks	Criminal damage to property in the 900 block of Hubbard
12/16/2021	Police	Fair Oaks	Domestic battery in the 900 block of Hubbard
12/18/2021	Police	Fair Oaks	Domestic battery in the 900 block of Lewis
12/18/2021	Police	Mer Che	Domestic battery in the 700 block of Oak St.
12/18/2021	Police	Fair Oaks	Domestic battery in the 900 block of Hubbard
12/19/2021	Police	Fair Oaks	Aggravated domestic battery in the 900 block of Hubbard
12/24/2021	Police	Fair Oaks	Theft and criminal trespass in the 1600 block of Redden Court
12/30/2021	Police	Beeler	Criminal trespass in the 300 block of Washington St.
*Year to Date Comparisons on Next Page			

	FY 2022	FY 2021	FY 2022	FY 2021	2022	2021
<b>Total Police Calls</b>			<b>YTD Police:</b>	185	184	
March:		17				FO-11/PVC-3/MC-1/CM-1/KC-1
February:		22				FO-14/CH-1/BT-2/MC-2/PVC-1/CM-1
January:		33				FO-19/CH-2/BT-4/PVC-5/CM-3
December:	14	11				FO-8/BT-3/MC-1/PVC-1/CM-1
November:	25	9				FO-10/BT-2/CH-1/MC-1/PVC-6/CM-5
October:	30	23				FO-11/BT-1/PVC-9/CM-5/MC-3/CH-1
September:	15	33				FO-13/BT-2
August:	12	33				FO-9/BT-3
July:	22	31				FO-13/BT-6/MC-2/CH-1
June:	21	14				FO-16/BT-3/MC-1/CH-1
May:	26	18				FO-21/BT/3/CM-1/MC-1
April:	20	12				FO-18/BT-2
<b>Total Calls for the Month:</b>	14		<b>YTD Calls:</b>	185	184	

- FO - Fair Oaks
- BT - Beeler Terrace
- MC - Mer Che
- CH - Churchill
- MCT - Madison Court
- CM - Centennial Manor
- PVC - Parkview Court
- KC - Kennedy Court

\*Includes County Properties as well

Monthly Occupancy December, 2021

AMP	End of Month Occupancy	TOTAL UNITS PER	Vacant for Demo	OCCUPIED UNIT %
AMP 101-Fair Oaks	156	260	102	99%
AMP 102-Beeler, Churchill, Madison Ct.	107	108		99%
AMP 103- Mer Che	93	93		100%
AMP 104- County Sites	180	210	26	98%
<b>GRAND TOTAL THIS MONTH</b>	<b>536</b>	<b>671</b>	<b>128</b>	<b>99%</b>
<b>GRAND TOTAL LAST MONTH</b>	<b>539</b>	<b>672</b>	<b>128</b>	<b>99%</b>

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## December 2021 Board Report

### Resident Opportunity & Self Sufficiency (ROSS)

#### Meetings:

- Step Up Meeting
- Weekly 1 on 1's

#### Referrals:

- Referrals made to Community Organizations/Services
  - Community Action (1)
- Scheduled assessments/appointments
  - Fair Oaks
    - 1 assessment (1 no show)
    - 2 review/complete Social Security forms (1 no show)

#### Trainings:

- AASC (American Association of Service Coordinators) "My Community Directory"
- The Illinois Family Resource Center: Parenting Again – Known As Grandparenting
- The Illinois Family Resource Center: Here Come the Holidays – What Do You Do?"

#### Program:

- Pancake Day
  - North County/Centennial Manor (35)
  - Central County/Fair Oaks (150)
  - South County/Ritchie Manor (5)

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## Housing Choice Voucher December 2021 Board Report

### UTILIZATION

- New Admissions: 1
- Terminations: 2
  - 1- Port-Out (Absorbed)
  - 1- Deceased

Year												2021 Total
	2019	2020	2021									
Mon.			FUP	Reg.	DEMO II	RC DEMO	VASH	VASH 16	CP	Port- Out	PMII	
1	387	449	9	338			47	51	5	12	4	466
2	387	454	8	339			46	52	5	14	4	468
3	384	460	7	337	3		45	53	5	14	4	468
4	390	470	7	342	7		42	55	5	14	4	476
5	402	458	7	340	11		42	56	5	15	4	480
6	403	460	6	333	14		43	54	5	16	4	475
7	407	469	5	328	20	3	43	51	5	16	4	475
8	405	469	7	325	21	3	42	52	5	19	4	478
9	406	464	7	319	25	3	41	50	6	16	6	473
10	417	466	7	311	22	3	40	53	7	13	6	462
11	425	465	6	306	23	3	40	50	7	14	6	455
12	436	463	6	305	23	3	40	50	7	13	6	453
<b>Grand Total</b>	<b>4849</b>	<b>5547</b>	<b>82</b>	<b>3923</b>	<b>169</b>	<b>18</b>	<b>511</b>	<b>627</b>	<b>67</b>	<b>176</b>	<b>56</b>	<b>5629</b>

**Legend:**

**FUP- Family Unification**

**Reg.- Regular**

**VASH- Veteran Administration Supportive Housing**

**VASH16- Cannon Place (Project-Based)**

**CP- Crosspoint Referral**

**Port-Out- Payable Port-Outs**

**PMII- Prairie Meadows Phase II (Project-Based)**

**FUNDING**

Month	UMA	UML	Leasing %
JAN	910	466	51%
FEB	910	470	52%
MAR	910	469	52%
APR	910	476	52%
MAY	910	479	53%
JUNE	910	476	52%
JULY	910	474	52%
AUG	910	477	52%
SEP	910	472	52%
OCT	910	464	51%
NOV	910	453	50%
YTD	10010	5176	52%

Month	ABA	HAP	BA Utilization	PUC
JAN	\$224,438	\$221,408	99%	\$475.12
FEB	\$224,438	\$230,136	103%	\$489.65
MAR	\$224,438	\$229,112	102%	\$488.51
APR	\$231,273	\$232,469	101%	\$488.38
MAY	\$231,723	\$234,243	101%	\$489.03
JUNE	\$231,273	\$235,128	102%	\$493.97
JULY	\$231,723	\$237,983	103%	\$502.07
AUG	\$231,273	\$241,569	104%	\$506.43
SEP	\$231,273	\$243,656	105%	\$516.22
OCT	\$231,723	\$230,033	99%	\$495.76
NOV	\$231,723	\$228,316	99%	\$504.01
YTD	\$2,525,298.00	\$2,564,053.00	102%	\$495.38

UMA- Unit Months Available  
 UML- Unit Months Leased  
 ABA- Annual Budget Authority  
 HAP- Housing Assistance Payment  
 PUC- Per Unit Cost (Average)

00000020



To: Jaclyn Vinson, Executive Director  
 From: Amber McCoy, Chief Financial Officer  
 Date: January 7, 2022  
 Re: Finance Report

**Public Housing Operating Fund**

	December 2021	FY 22 YTD
COCC	\$62,604.73	\$125,570.58
AMP 101	\$50,032.10	\$180,790.98
AMP 102	\$62,074.95	\$89,159.90
AMP 103	\$27,584.97	\$38,404.49
AMP 104	\$75,988.88	\$85,163.00
Total	\$278,285.63	\$519,088.95

**Housing Choice Voucher - Section 8**

Section 8 is currently showing a loss of \$6,776.77 for the month and an overall gain of \$60,790.54 for the year.

**Public Housing Capital Fund**

Capital Fund 2019, HACD, funds were drawn down in the amount of \$178,250.15. Capital Fund 2020, HACD, funds were drawn down in the amount of \$111,023.04. Capital Fund 2020, VCHA, funds were drawn down in the amount of \$120.90. Capital Fund 2021, VHA, funds were drawn down in the amount of \$109,515.26.

**Notable AP Expenditures**

AHRMA	\$257,342.00	Annual insurance renewal 2022.
Emphasys Software	\$34,925.00	Annual software renewal 2022.
Miles Chevrolet LLC	\$58,424.00	Purchase two 2022 Chevrolet Silverado's.
Schomburg & Schomburg Construction	\$111,027.09	Fair Oaks water and sanitary sewer relocation.
United Rent A Fence	\$38,103.00	Fair Oaks fence rental for demolition.

**CARE's Act Funding**

	December 2021	Expended Grant-To-Date	Available Balance
AMP 101	\$0.00	\$316,842.00	\$0.00
AMP 102	\$18,433.81	\$76,830.00	\$0.00
AMP 103	\$0.00	\$44,985.00	\$0.00
AMP 104	\$0.00	\$100,701.00	\$0.00
HCV - Section 8	\$0.00	\$115,296.00	\$0.00
Total	\$18,433.81	\$654,654.00	\$0.00

**Tenant Receivables Outstanding**

Tenant accounts receivables for the month have increased in total to \$75,312.17.

00000021



Vermilion Housing Authority  
**Balance Sheet - Detail**  
 Reporting for periods as of 12/31/2021

<b>Assets</b>	<b>Total Public Housing</b>	<b>100 COCC</b>	<b>101 Fair Oaks</b>	<b>102 Beeler CH Madison</b>	<b>103 Merche</b>	<b>104 County</b>	<b>800 HCV</b>
111101 Gen Op Fund	3,536,058.33	3,536,058.33	0.00	0.00	0.00	0.00	0.00
111106 HCV Fund	0.00	0.00	0.00	0.00	0.00	0.00	240,540.59
111700 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
112000 Interfund	3,572.61	(3,151,527.67)	2,460,091.65	116,830.92	86,197.62	491,980.09	(1,563.61)
112200 AR Tenants	75,312.17	0.00	42,838.21	7,244.50	6,526.74	18,702.72	198,075.82
112265 Allow Doubtful A	(6,860.00)	0.00	(737.25)	(98.50)	(1,632.50)	(4,391.75)	(198,075.82)
112500 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121100 Prepaid WC	59,843.00	59,843.00	0.00	0.00	0.00	0.00	0.00
121101 Prepaid Ins	191,666.36	574.00	74,497.92	31,342.75	25,686.56	59,565.13	5,832.64
121102 Prepaid Soft	0.00	0.00	0.00	0.00	0.00	0.00	5,238.74
121103 Prepaid HCV	0.00	0.00	0.00	0.00	0.00	0.00	500.00
140001 Vehicles	301,135.68	0.00	242,714.68	18,772.00	18,492.00	21,157.00	23,073.00
140002 Equipment	1,105,038.01	99,051.00	409,280.70	179,183.60	33,047.71	384,475.00	0.00
140003 Development	17,061,887.86	325,444.90	2,161,339.92	2,543,107.00	1,361,767.00	10,670,229.04	0.00
140004 Structures	23,743,635.43	854,399.97	10,344,844.29	8,650,552.89	3,653,211.28	240,627.00	0.00
140005 Accum Deprec	(38,745,867.81)	(1,259,310.45)	(12,962,671.84)	(11,410,956.97)	(4,632,243.24)	(8,480,685.31)	(8,075.55)
140006 Land	914,591.00	36,160.55	397,766.05	151,874.31	137,410.09	191,380.00	0.00
140100 EPC	4,844,122.24	0.00	1,937,648.90	1,937,648.90	968,824.44	0.00	0.00
<b>Total Assets</b>	<b>\$ 13,084,634.88</b>	<b>\$ 501,193.63</b>	<b>\$ 5,107,613.23</b>	<b>\$ 2,225,501.40</b>	<b>\$ 1,657,287.70</b>	<b>\$ 3,593,038.92</b>	<b>\$ 265,545.81</b>
<b>Liability</b>							
211100 Acct Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211400 Sec Dep	62,312.00	0.00	22,200.00	9,199.00	3,900.00	27,013.00	0.00
211704 Health Ins	12,443.37	12,443.37	0.00	0.00	0.00	0.00	0.00
211705 Dental Ins	(3,518.16)	(3,518.16)	0.00	0.00	0.00	0.00	0.00
211716 Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211717 Garnishments	12,617.78	12,617.78	0.00	0.00	0.00	0.00	0.00
211725 Vision	(72.57)	(72.57)	0.00	0.00	0.00	0.00	0.00
211726 Life Ins	(275.16)	(275.16)	0.00	0.00	0.00	0.00	0.00
211906 Res Training	20,278.11	0.00	3,910.33	6,604.40	1,427.41	8,335.97	0.00
211913 Scrap	350.07	350.07	0.00	0.00	0.00	0.00	0.00
212000 Accrued PR	13,119.34	2,559.54	4,741.45	1,465.01	1,365.88	2,987.46	2,068.44
212001 Accrued Tax	1,003.62	195.80	362.72	112.07	104.49	228.54	158.24
213301 EPC M V	21,620.94	0.00	10,161.84	6,270.06	5,189.04	0.00	0.00
213302 EPC Replace	3,008.00	0.00	703.90	306.04	1,998.06	0.00	0.00
213402 Accrued Vac	39,863.72	10,898.32	8,840.38	3,935.28	3,344.05	12,845.69	4,783.03
213700 PILOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
224000 Prepaid Rents	10,864.60	0.00	1,449.67	2,832.33	1,036.25	5,546.35	0.00
224500 Unearned Revent	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230000 Loan EPC	1,709,043.76	0.00	803,567.07	495,126.33	410,350.36	0.00	0.00
<b>Total Liability</b>	<b>\$ 1,902,659.42</b>	<b>\$ 35,198.99</b>	<b>\$ 855,937.36</b>	<b>\$ 525,850.52</b>	<b>\$ 428,715.54</b>	<b>\$ 56,957.01</b>	<b>\$ 7,009.71</b>
<b>Equity</b>							
280200 Net Fix Assets	7,429,113.87	55,746.21	1,644,059.35	1,153,983.81	1,269,479.27	3,305,845.23	18,458.40
280600 Unrestricted	4,701,772.22	284,677.85	3,397,619.17	851,452.44	22,949.08	145,073.68	150,000.91
281000 Unreserved	(1,467,999.58)	0.00	(970,793.63)	(394,945.27)	(102,260.68)	0.00	0.00
282602 Restrict HAP	0.00	0.00	0.00	0.00	0.00	0.00	27,333.25
<b>Total</b>	<b>\$ 10,662,886.51</b>	<b>\$ 340,424.06</b>	<b>\$ 4,070,884.89</b>	<b>\$ 1,610,490.98</b>	<b>\$ 1,190,167.67</b>	<b>\$ 3,450,918.91</b>	<b>\$ 195,792.56</b>
Current Year HAP +/-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,953.00
Current Year Oper +/-	\$ 519,088.95	\$ 125,570.58	\$ 180,790.98	\$ 89,159.90	\$ 38,404.49	\$ 85,163.00	\$ 60,790.54
<b>Current Year Net Assets</b>	<b>\$ 519,088.95</b>	<b>\$ 125,570.58</b>	<b>\$ 180,790.98</b>	<b>\$ 89,159.90</b>	<b>\$ 38,404.49</b>	<b>\$ 85,163.00</b>	<b>\$ 62,743.54</b>
<b>Total Equity</b>	<b>\$ 11,181,975.46</b>	<b>\$ 465,994.64</b>	<b>\$ 4,251,675.87</b>	<b>\$ 1,699,650.88</b>	<b>\$ 1,228,572.16</b>	<b>\$ 3,536,081.91</b>	<b>\$ 258,536.10</b>
<b>Liabilities &amp; Net Assets</b>	<b>\$ 13,084,634.88</b>	<b>\$ 501,193.63</b>	<b>\$ 5,107,613.23</b>	<b>\$ 2,225,501.40</b>	<b>\$ 1,657,287.70</b>	<b>\$ 3,593,038.92</b>	<b>\$ 265,545.81</b>

00000022

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Public Housing Combined**  
**December 2021**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 879,007.00	\$ 68,397.00	\$ 670,898.23	76%
Non - Dwelling Rental	\$ 12,420.00	\$ -	\$ 8,280.00	67%
Interest Income	\$ 7,423.00	\$ 611.36	\$ 5,517.22	74%
Other Income	\$ 322,406.00	\$ 228,889.13	\$ 307,685.67	95%
Subsidy	\$ 3,030,987.00	\$ 280,512.00	\$ 2,217,468.00	73%
<b>Total Revenue</b>	<b>\$ 4,252,243.00</b>	<b>\$ 578,409.49</b>	<b>\$ 3,209,849.12</b>	<b>75%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 510,482.00	\$ 55,832.19	\$ 388,441.24	76%
Legal	\$ 23,387.00	\$ 213.50	\$ 12,066.00	52%
PBA Mngt. Exp.	\$ -	\$ -	\$ -	0%
Mileage/Travel/Training	\$ 7,372.00	\$ -	\$ 6,681.76	91%
Other Administrative Exp	\$ 129,500.00	\$ 4,816.69	\$ 88,605.46	68%
<b>Total Administrative Expense</b>	<b>\$ 670,741.00</b>	<b>\$ 60,862.38</b>	<b>\$ 495,794.46</b>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 15,408.00	\$ 1,293.90	\$ 11,568.41	75%
<b>Total Tenant Services Expenses</b>	<b>\$ 15,408.00</b>	<b>\$ 1,293.90</b>	<b>\$ 11,568.41</b>	
<b>Total Utility Expenses</b>	<b>\$ 576,493.00</b>	<b>\$ 37,902.08</b>	<b>\$ 449,126.19</b>	<b>78%</b>
<i>Maintenance</i>				
Salaries	\$ 627,667.00	\$ 37,393.60	\$ 411,443.60	66%
Materials	\$ 184,095.00	\$ 28,592.88	\$ 166,120.06	90%
Contracts	\$ 496,917.00	\$ 19,917.69	\$ 264,130.37	53%
<b>Total Maintenance Expenses</b>	<b>\$ 1,308,679.00</b>	<b>\$ 85,904.17</b>	<b>\$ 841,694.03</b>	
<i>General Expenses</i>				
Insurance	\$ 178,480.00	\$ 14,873.57	\$ 133,305.45	75%
Employee Benefits	\$ 561,874.00	\$ 68,506.88	\$ 431,808.31	77%
Depreciation Expense	\$ 345,800.00	\$ 26,969.94	\$ 242,729.46	70%
PILOT	\$ 29,742.00	\$ -	\$ -	0%
Casualty Losses	\$ 5,000.00	\$ -	\$ (55,095.53)	0%
Collection Losses	\$ 112,803.00	\$ (1,121.33)	\$ 76,809.04	68%
Energy Perf Cont Expense	\$ 155,021.00	\$ 4,932.27	\$ 63,020.35	41%
<b>Total General Expenses</b>	<b>\$ 1,388,720.00</b>	<b>\$ 114,161.33</b>	<b>\$ 892,577.08</b>	
<b>Total Expenses</b>	<b>\$ 3,960,041.00</b>	<b>\$ 300,123.86</b>	<b>\$ 2,690,760.17</b>	<b>68%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 292,202.00</b>	<b>\$ 278,285.63</b>	<b>\$ 519,088.95</b>	

Percent of Budget Month 9 of 12

75%

00000023

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - COCC Fund 100**  
**December 2021**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ -	\$ -	\$ -	0%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ -	\$ -	\$ -	0%
Other Income	\$ 49,874.00	\$ 49,874.00	\$ 49,874.00	100%
Subsidy	\$ -	\$ -	\$ -	0%
<b>Total Revenue</b>	<b>\$ 49,874.00</b>	<b>\$ 49,874.00</b>	<b>\$ 49,874.00</b>	<b>100%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 233,527.00	\$ 15,992.97	\$ 163,239.60	70%
Legal	\$ 4,545.00	\$ 213.50	\$ 3,178.50	70%
PBA Mngt. Exp.	\$ (456,072.00)	\$ (38,390.00)	\$ (373,235.00)	82%
Mileage/Travel/Training	\$ 6,923.00	\$ -	\$ 6,617.14	96%
Other Administrative Exp	\$ 17,726.00	\$ (973.51)	\$ 14,751.51	83%
<i>Total Administrative Expense</i>	<i>\$ (193,351.00)</i>	<i>\$ (23,157.04)</i>	<i>\$ (185,448.25)</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ -	\$ -	\$ -	0%
<i>Total Tenant Services Expenses</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	
<i>Total Utility Expenses</i>	<i>\$ 15,107.00</i>	<i>\$ 529.25</i>	<i>\$ 9,159.11</i>	<i>61%</i>
<i>Maintenance</i>				
Salaries	\$ -	\$ -	\$ -	0%
Materials	\$ 4,000.00	\$ -	\$ 2,133.07	53%
Contracts	\$ 10,785.00	\$ 49.36	\$ 9,502.94	88%
<i>Total Maintenance Expenses</i>	<i>\$ 14,785.00</i>	<i>\$ 49.36</i>	<i>\$ 11,636.01</i>	
<i>General Expenses</i>				
Insurance	\$ 602.00	\$ 50.13	\$ 451.49	75%
Employee Benefits	\$ 127,532.00	\$ 9,797.57	\$ 88,505.06	69%
Depreciation Expense	\$ -	\$ -	\$ -	0%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ -	\$ -	\$ -	0%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
<i>Total General Expenses</i>	<i>\$ 128,134.00</i>	<i>\$ 9,847.70</i>	<i>\$ 88,956.55</i>	
<b>Total Expenses</b>	<b>\$ (35,325.00)</b>	<b>\$ (12,730.73)</b>	<b>\$ (75,696.58)</b>	<b>214%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 85,199.00</b>	<b>\$ 62,604.73</b>	<b>\$ 125,570.58</b>	<b>147%</b>

Percent of Budget Month 9 of 12

75%

00000024

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Fair Oaks AMP 101**  
**December 2021**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 158,967.00	\$ 8,402.00	\$ 131,936.22	83%
Non - Dwelling Rental	\$ 12,420.00	\$ -	\$ 8,280.00	67%
Interest Income	\$ 2,895.00	\$ 238.43	\$ 2,151.72	74%
Other Income	\$ 49,141.00	\$ 6,218.00	\$ 46,809.68	95%
Subsidy	\$ 1,529,636.00	\$ 141,565.00	\$ 1,049,095.00	69%
<b>Total Revenue</b>	<b>\$ 1,753,059.00</b>	<b>\$ 156,423.43</b>	<b>\$ 1,238,272.62</b>	<b>71%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 105,781.00	\$ 15,491.54	\$ 86,443.19	82%
Legal	\$ 8,000.00	\$ -	\$ 2,730.00	34%
PBA Mngt. Exp.	\$ 152,055.00	\$ 12,090.00	\$ 116,792.50	77%
Mileage/Travel/Training	\$ -	\$ -	\$ -	0%
Other Administrative Exp	\$ 44,979.00	\$ 2,620.23	\$ 33,718.45	75%
<b>Total Administrative Expense</b>	<b>\$ 310,815.00</b>	<b>\$ 30,201.77</b>	<b>\$ 239,684.14</b>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 5,928.00	\$ 497.81	\$ 4,450.78	75%
<b>Total Tenant Services Expenses</b>	<b>\$ 5,928.00</b>	<b>\$ 497.81</b>	<b>\$ 4,450.78</b>	
<b>Total Utility Expenses</b>	<b>\$ 229,736.00</b>	<b>\$ 9,509.62</b>	<b>\$ 183,645.50</b>	<b>80%</b>
<i>Maintenance</i>				
Salaries	\$ 273,365.00	\$ 16,315.18	\$ 165,863.17	61%
Materials	\$ 75,095.00	\$ 9,355.42	\$ 65,749.28	88%
Contracts	\$ 230,964.00	\$ 8,238.66	\$ 121,632.84	53%
<b>Total Maintenance Expenses</b>	<b>\$ 579,424.00</b>	<b>\$ 33,909.26</b>	<b>\$ 353,245.29</b>	
<i>General Expenses</i>				
Insurance	\$ 74,391.00	\$ 6,199.31	\$ 55,236.95	74%
Employee Benefits	\$ 141,480.00	\$ 13,001.84	\$ 103,345.76	73%
Depreciation Expense	\$ 131,552.00	\$ 10,954.53	\$ 98,590.77	75%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ 5,000.00	\$ -	\$ (55,095.53)	0%
Collection Losses	\$ 45,940.00	\$ (201.00)	\$ 35,869.19	78%
Energy Perf Cont Expense	\$ 72,860.00	\$ 2,318.19	\$ 38,508.79	53%
<b>Total General Expenses</b>	<b>\$ 471,223.00</b>	<b>\$ 32,272.87</b>	<b>\$ 276,455.93</b>	
<b>Total Expenses</b>	<b>\$ 1,597,126.00</b>	<b>\$ 106,391.33</b>	<b>\$ 1,057,481.64</b>	<b>66%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 155,933.00</b>	<b>\$ 50,032.10</b>	<b>\$ 180,790.98</b>	

Percent of Budget Month 9 of 12

75%

00000025

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Beeler/Madison/Churchill AMP 102**  
**December 2021**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 196,524.00	\$ 17,711.00	\$ 147,319.00	75%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,188.00	\$ 97.82	\$ 882.75	74%
Other Income	\$ 75,335.00	\$ 55,844.00	\$ 64,775.08	86%
Subsidy	\$ 469,486.00	\$ 43,450.00	\$ 362,791.00	77%
<b>Total Revenue</b>	<b>\$ 742,533.00</b>	<b>\$ 117,102.82</b>	<b>\$ 575,767.83</b>	<b>78%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 47,412.00	\$ 6,665.51	\$ 38,376.55	81%
Legal	\$ 342.00	\$ -	\$ -	0%
PBA Mngt. Exp.	\$ 100,362.00	\$ 8,292.50	\$ 74,710.00	74%
Mileage/Travel/Training	\$ 25.00	\$ -	\$ 4.48	18%
Other Administrative Exp	\$ 15,163.00	\$ 816.21	\$ 10,808.00	71%
<i>Total Administrative Expense</i>	<i>\$ 163,304.00</i>	<i>\$ 15,774.22</i>	<i>\$ 123,899.03</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,592.00	\$ 217.67	\$ 1,946.10	75%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,592.00</i>	<i>\$ 217.67</i>	<i>\$ 1,946.10</i>	
<i>Total Utility Expenses</i>	<i>\$ 80,445.00</i>	<i>\$ 8,251.32</i>	<i>\$ 68,313.99</i>	<i>85%</i>
<i>Maintenance</i>				
Salaries	\$ 106,069.00	\$ (4,665.44)	\$ 56,140.18	53%
Materials	\$ 20,000.00	\$ 8,088.55	\$ 25,629.77	128%
Contracts	\$ 62,800.00	\$ 6,775.33	\$ 36,134.54	58%
<i>Total Maintenance Expenses</i>	<i>\$ 188,869.00</i>	<i>\$ 10,198.44</i>	<i>\$ 117,904.49</i>	
<i>General Expenses</i>				
Insurance	\$ 27,350.00	\$ 2,279.22	\$ 20,512.98	75%
Employee Benefits	\$ 77,749.00	\$ 8,252.74	\$ 56,676.66	73%
Depreciation Expense	\$ 103,503.00	\$ 8,623.96	\$ 77,615.64	75%
PILOT	\$ 7,436.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 20,263.00	\$ -	\$ 7,726.87	38%
Energy Perf Cont Expense	\$ 44,956.00	\$ 1,430.30	\$ 12,012.17	27%
<i>Total General Expenses</i>	<i>\$ 281,257.00</i>	<i>\$ 20,586.22</i>	<i>\$ 174,544.32</i>	
<b>Total Expenses</b>	<b>\$ 716,467.00</b>	<b>\$ 55,027.87</b>	<b>\$ 486,607.93</b>	<b>68%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 26,066.00</b>	<b>\$ 62,074.95</b>	<b>\$ 89,159.90</b>	

Percent of Budget Month 9 of 12

75%

00000026

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Merche AMP 103**  
**December 2021**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 167,583.00	\$ 14,363.00	\$ 127,684.99	76%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,039.00	\$ 85.59	\$ 772.41	74%
Other Income	\$ 47,531.00	\$ 35,982.50	\$ 45,773.70	96%
Subsidy	\$ 338,061.00	\$ 31,287.00	\$ 271,607.00	80%
<b>Total Revenue</b>	<b>\$ 554,214.00</b>	<b>\$ 81,718.09</b>	<b>\$ 445,838.10</b>	<b>80%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 47,671.00	\$ 5,975.27	\$ 37,690.40	79%
Legal	\$ 500.00	\$ -	\$ 440.00	88%
PBA Mngt. Exp.	\$ 86,335.00	\$ 7,207.50	\$ 64,712.50	75%
Mileage/Travel/Training	\$ 25.00	\$ -	\$ 3.14	13%
Other Administrative Exp	\$ 11,415.00	\$ 755.02	\$ 10,298.79	90%
<b>Total Administrative Expense</b>	<b>\$ 145,946.00</b>	<b>\$ 13,937.79</b>	<b>\$ 113,144.83</b>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,184.00	\$ 183.40	\$ 1,639.74	75%
<b>Total Tenant Services Expenses</b>	<b>\$ 2,184.00</b>	<b>\$ 183.40</b>	<b>\$ 1,639.74</b>	
<b>Total Utility Expenses</b>	<b>\$ 73,069.00</b>	<b>\$ 5,511.89</b>	<b>\$ 59,236.71</b>	<b>81%</b>
<i>Maintenance</i>				
Salaries	\$ 71,071.00	\$ 4,525.02	\$ 52,304.49	74%
Materials	\$ 15,000.00	\$ 2,468.63	\$ 14,806.76	99%
Contracts	\$ 47,495.00	\$ 2,409.64	\$ 30,862.38	65%
<b>Total Maintenance Expenses</b>	<b>\$ 133,566.00</b>	<b>\$ 9,403.29</b>	<b>\$ 97,973.63</b>	
<i>General Expenses</i>				
Insurance	\$ 23,045.00	\$ 1,920.53	\$ 17,284.45	75%
Employee Benefits	\$ 44,505.00	\$ 17,906.05	\$ 59,081.65	133%
Depreciation Expense	\$ 49,036.00	\$ 4,086.39	\$ 36,777.51	75%
PILOT	\$ 8,030.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 15,000.00	\$ -	\$ 9,795.70	65%
Energy Perf Cont Expense	\$ 37,205.00	\$ 1,183.78	\$ 12,499.39	34%
<b>Total General Expenses</b>	<b>\$ 176,821.00</b>	<b>\$ 25,096.75</b>	<b>\$ 135,438.70</b>	
<b>Total Expenses</b>	<b>\$ 531,586.00</b>	<b>\$ 54,133.12</b>	<b>\$ 407,433.61</b>	<b>77%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 22,628.00</b>	<b>\$ 27,584.97</b>	<b>\$ 38,404.49</b>	

Percent of Budget Month 9 of 12

75%

00000027

**Vermillion Housing Authority**  
**Operating Statement - Public Housing - County Properties AMP 104**  
**December 2021**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 355,933.00	\$ 27,921.00	\$ 263,958.02	74%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 2,301.00	\$ 189.52	\$ 1,710.34	74%
Other Income	\$ 100,525.00	\$ 80,970.63	\$ 100,453.21	100%
Subsidy	\$ 693,804.00	\$ 64,210.00	\$ 533,975.00	77%
<b>Total Revenue</b>	<b>\$ 1,152,563.00</b>	<b>\$ 173,291.15</b>	<b>\$ 900,096.57</b>	<b>78%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 76,091.00	\$ 11,706.90	\$ 62,691.50	82%
Legal	\$ 10,000.00	\$ -	\$ 5,717.50	57%
PBA Mngt. Exp.	\$ 117,320.00	\$ 10,800.00	\$ 117,020.00	100%
Mileage/Travel/Training	\$ 399.00	\$ -	\$ 57.00	14%
Other Administrative Exp	\$ 40,217.00	\$ 1,598.74	\$ 19,028.71	47%
<b>Total Administrative Expense</b>	<b>\$ 244,027.00</b>	<b>\$ 24,105.64</b>	<b>\$ 204,514.71</b>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 4,704.00	\$ 395.02	\$ 3,531.79	75%
<b>Total Tenant Services Expenses</b>	<b>\$ 4,704.00</b>	<b>\$ 395.02</b>	<b>\$ 3,531.79</b>	
<b>Total Utility Expenses</b>	<b>\$ 178,136.00</b>	<b>\$ 14,100.00</b>	<b>\$ 128,770.88</b>	<b>72%</b>
<i>Maintenance</i>				
Salaries	\$ 177,162.00	\$ 21,218.84	\$ 137,135.76	77%
Materials	\$ 70,000.00	\$ 8,680.28	\$ 57,801.18	83%
Contracts	\$ 144,873.00	\$ 2,444.70	\$ 65,997.67	46%
<b>Total Maintenance Expenses</b>	<b>\$ 392,035.00</b>	<b>\$ 32,343.82</b>	<b>\$ 260,934.61</b>	
<i>General Expenses</i>				
Insurance	\$ 53,092.00	\$ 4,424.38	\$ 39,819.58	75%
Employee Benefits	\$ 170,608.00	\$ 19,548.68	\$ 124,199.18	73%
Depreciation Expense	\$ 61,709.00	\$ 3,305.06	\$ 29,745.54	48%
PILOT	\$ 14,276.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 31,600.00	\$ (920.33)	\$ 23,417.28	74%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
<b>Total General Expenses</b>	<b>\$ 331,285.00</b>	<b>\$ 26,357.79</b>	<b>\$ 217,181.58</b>	
<b>Total Expenses</b>	<b>\$ 1,150,187.00</b>	<b>\$ 97,302.27</b>	<b>\$ 814,933.57</b>	<b>71%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 2,376.00</b>	<b>\$ 75,988.88</b>	<b>\$ 85,163.00</b>	

Percent of Budget Month 9 of 12

75%

00000028

**Vermilion Housing Authority**  
**Operating Statement - HCV - Section 8**  
**December 2021**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Fraud Recovery	\$ 22,500.00	\$ 1,635.24	\$ 19,434.35	86%
Interest Income	\$ 500.00	\$ 41.07	\$ 364.51	73%
Administrative Fees	\$ 301,761.00	\$ 20,276.00	\$ 219,726.00	73%
<b>Total Revenue</b>	<b>\$ 324,761.00</b>	<b>\$ 21,952.31</b>	<b>\$ 239,524.86</b>	<b>74%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 182,751.00	\$ 15,722.13	\$ 79,947.36	44%
Legal	\$ 1,000.00	\$ -	\$ 200.00	0%
Mileage/Travel/Training	\$ -	\$ 540.00	\$ 717.76	0%
Other Administrative Exp	\$ 33,834.00	\$ 2,635.65	\$ 28,736.19	85%
<i>Total Administrative Expense</i>	<i>\$ 217,585.00</i>	<i>\$ 18,897.78</i>	<i>\$ 109,601.31</i>	
<i>General Expenses</i>				
Insurance	\$ 4,812.00	\$ 401.06	\$ 3,609.54	75%
Employee Benefits	\$ 90,691.00	\$ 9,045.69	\$ 62,062.52	68%
Depreciation Expense	\$ 11,075.00	\$ 384.55	\$ 3,460.95	31%
<i>Total General Expenses</i>	<i>\$ 106,578.00</i>	<i>\$ 9,831.30</i>	<i>\$ 69,133.01</i>	
<b>Total Expenses</b>	<b>\$ 324,163.00</b>	<b>\$ 28,729.08</b>	<b>\$ 178,734.32</b>	<b>55%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 598.00</b>	<b>\$ (6,776.77)</b>	<b>\$ 60,790.54</b>	

Percent of Budget Month 9 of 12 75%

00000029



December 31, 2021

**CAPITAL FUND 2019 - DANVILLE**

Obligation Date: 4/15/2023  
Close Out Date: 4/15/2025

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	12/31/2021 Obligation
<b>Operations 1406</b>	\$ 239,749.00	\$ -	\$ 239,749.00	\$ -	0.0%	\$ 239,749.00
<b>Mgmt. Improvements 1408</b>						
IT Improvements	\$ 58,332.11	\$ -	\$ 58,332.11	\$ -		
Cameras	\$ 34,570.20	\$ -	\$ 22,715.00	\$ 11,855.20		
Marketing and Advertising	\$ -	\$ -	\$ -	\$ -		
Staff/Resident Council/Board Training	\$ 13,092.92	\$ -	\$ 13,092.92	\$ -		
Background Check Information	\$ 8,942.37	\$ 269.10	\$ 8,942.37	\$ -		
	\$ 114,937.60	\$ 269.10	\$ 103,082.40	\$ 11,855.20	10.3%	\$ 114,937.60
<b>Administration 1410</b>						
Administration Costs-PHA Wilde	\$ 119,874.00	\$ 49,874.00	\$ 119,874.00	\$ -	0.0%	\$ 119,874.00
<b>Contract Administration 1480</b>						
Architecture and Engineering Fees	\$ 90,000.00	\$ -	\$ 62,563.62	\$ 27,436.38		\$ 90,000.00
	\$ 90,000.00	\$ -	\$ 62,563.62	\$ 27,436.38	30.5%	\$ 90,000.00
<b>Non-Dwelling Construction - Mechanical 1480</b>						
Door Replacement	\$ 10,490.00	\$ -	\$ 10,490.00	\$ -		
	\$ 10,490.00	\$ -	\$ 10,490.00	\$ -	0.0%	\$ 10,490.00
<b>Dwelling Unit - Site Work 1480</b>						
Sewer and Water Line Repairs	\$ 392,052.39	\$ 111,027.09	\$ 305,674.21	\$ 86,378.18		
Security Fencing - Fair Oaks	\$ -	\$ -	\$ -	\$ -		
Landscape Upgrades	\$ 104,944.64	\$ -	\$ 104,944.64	\$ -		
	\$ 496,997.03	\$ 111,027.09	\$ 410,618.85	\$ 86,378.18	17.4%	\$ 496,997.03
<b>Dwelling Unit - Demolition 1480</b>						
Demolition - Fair Oaks	\$ 126,700.37	\$ 17,079.96	\$ 126,700.37	\$ -		
	\$ 126,700.37	\$ 17,079.96	\$ 126,700.37	\$ -	0.0%	\$ 126,700.37
<b>Total</b>	\$ 1,198,748.00	\$ 178,250.15	\$ 1,073,078.24	\$ 125,669.76	10.5%	\$ 1,198,748.00

Percent Obligated 100.0%

00000030

December 31, 2021

**CAPITAL FUND 2020 - DANVILLE**

Obligation Date: 3/25/2024  
 Close Out Date: 3/25/2026

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	12/31/2021 Obligation
<b>Operations 1406</b>	\$ 256,526.80	\$ 90,000.00	\$ 90,000.00	\$ 166,526.80	64.9%	\$ 256,526.80
<b>Mgmt. Improvements 1408</b>						
Marketing and Advertising	\$ 3,000.00	\$ -	\$ 163.24	\$ 2,836.76		
Background Check Information	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00		
	\$ 11,000.00	\$ -	\$ 163.24	\$ 10,836.76	98.5%	\$ 8,000.00
<b>Administration 1410</b>						
Administration Costs	\$ 128,263.40	\$ -	\$ -	\$ 128,263.40	100.0%	\$ 128,263.40
<b>Non-Dwelling Interior 1480</b>						
Replace Ceiling Tiles and Flooring - Merche Manor Hallways	\$ 146,890.99	\$ -	\$ 146,890.99	\$ -		
	\$ 146,890.99	\$ -	\$ 146,890.99	\$ -	0.0%	\$ 146,890.99
<b>Dwelling Unit - Exterior 1480</b>						
Window Replacement - Churchill Tower	\$ -	\$ -	\$ -	\$ -		
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -	\$ -		\$ -
<b>Dwelling Unit - Site Work 1480</b>						
Sewer and Water Line Repairs	\$ 8,966.01	\$ -	\$ -	\$ 8,966.01		
Roadway Patching	\$ 10,105.00	\$ -	\$ 10,105.00	\$ -		
	\$ 19,071.01	\$ -	\$ 10,105.00	\$ 8,966.01	47.0%	\$ 10,105.00
<b>Dwelling Unit - Demolition 1480</b>						
Demolition and Relocation - Fair Oaks	\$ 728,030.80	\$ 21,023.04	\$ 21,023.04	\$ 707,007.76		
	\$ 728,030.80	\$ 21,023.04	\$ 21,023.04	\$ 707,007.76	97.1%	\$ 504,714.04
<b>Total</b>	<b>\$ 1,289,783.00</b>	<b>\$ 111,023.04</b>	<b>\$ 258,182.27</b>	<b>\$ 1,021,600.73</b>	<b>79.2%</b>	<b>\$ 1,054,500.23</b>

Percent Obligated 81.8%

00000031

December 31, 2021

**CAPITAL FUND 2020 - COUNTY**

Obligation Date: 3/25/2024  
Close Out Date: 3/25/2026

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	12/31/2021 Obligation
<b>Operations 1406</b>	\$ 79,829.80	\$ -	\$ 79,829.80	\$ -	0.0%	\$ 79,829.80
<b>Mgmt. Improvements 1408</b>						
Management improvements	\$ 12,224.00	\$ 120.90	\$ 11,952.46	\$ 271.54		
	\$ 12,224.00	\$ 120.90	\$ 11,952.46	\$ 271.54	2.2%	\$ 12,224.00
<b>Administration 1410</b>						
Administration Costs	\$ 39,914.90	\$ -	\$ 39,914.90	\$ -	0.0%	\$ 39,914.90
<b>Non-Dwelling Site Work</b>						
Crack seal, sealcoat, and line stripe	\$ -	\$ -	\$ -	\$ -		\$ -
	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
<b>Non-Dwelling Construction - Mechanical</b>						
Replace Trash Compactor - Centennial Manor	\$ -	\$ -	\$ -	\$ -		\$ -
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		\$ -
	\$ -	\$ -	\$ -	\$ -		\$ -
<b>Non-Dwelling Unit - Interior 1480</b>						
Centennial Manor corridor renovation	\$ 156,208.85	\$ -	\$ 101,659.45	\$ 54,549.40		
	\$ 156,208.85	\$ -	\$ 101,659.45	\$ 54,549.40	34.9%	\$ 156,208.85
<b>Dwelling Unit - Interior 1480</b>						
Appliances - Refrigerators and Stoves	\$ -	\$ -	\$ -	\$ -		\$ -
	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
<b>Dwelling Unit - Exterior 1480</b>						
Roof Replacement - Kennedy Court	\$ 9,714.60	\$ -	\$ 9,714.60	\$ -		
	\$ 9,714.60	\$ -	\$ 9,714.60	\$ -	0.0%	\$ 9,714.60
<b>Dwelling Unit - Demolition 1480</b>						
Demolition and Relocation - Ramey Court	\$ 103,480.85	\$ -	\$ 33,511.00	\$ 69,969.85		
	\$ 103,480.85	\$ -	\$ 33,511.00	\$ 69,969.85	67.6%	\$ 103,480.85
<b>Total</b>	\$ 401,373.00	\$ 120.90	\$ 276,582.21	\$ 124,790.79	31.1%	\$ 401,373.00

Percent Obligated 100.0%

00000032

December 31, 2021

**CAPITAL FUND 2021 - Vermilion Housing Authority**

Obligation Date: 2/22/2023  
Close Out Date: 2/22/2025

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	12/31/2021 Obligation
<b>Operations 1406</b>	\$ 392,598.60	\$ 79,829.00	\$ 79,829.00	\$ 312,769.60	79.7%	\$ 392,598.60
<b>Mgmt. Improvements 1408</b>						
Marketing and Advertising	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00		
Servellance System - Beeler	\$ 120,000.00	\$ -	\$ 52,188.80	\$ 67,811.20		\$ 91,448.75
Staff Training	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00		
IT Improvements	\$ 35,000.00	\$ 29,686.26	\$ 29,686.26	\$ 5,313.74		\$ 29,686.25
Background Check Information	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00		\$ 5,000.00
	\$ 190,000.00	\$ 29,686.26	\$ 81,875.06	\$ 108,124.94	56.9%	\$ 126,135.00
<b>Administration 1410</b>						
Administration Costs	\$ 196,299.30	\$ -	\$ -	\$ 196,299.30	100.0%	\$ 196,299.30
<b>Contract Administration 1480</b>						
A/E Services	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00		\$ 13,900.00
	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	100.0%	\$ 13,900.00
<b>Dwelling Unit - Interior/Exterior 1480</b>						
Unit Modernization - Fair Oaks	\$ 349,634.90	\$ -	\$ -	\$ 349,634.90		
Replace Lock Sets - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Replace Siding - Kennedy, Richie, Hubbard Trail, Hillcrest	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00		
Appliances - Boiler, Furnaces	\$ 37,554.00	\$ -	\$ -	\$ 37,554.00		\$ 37,554.00
Roof Replacement - Beeler	\$ 70,000.00	\$ -	\$ -	\$ 70,000.00		
Roof Painting - Centennial Manor	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00		
Door Replacement - Screen and Exterior Security Doors	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00		
	\$ 658,188.90	\$ -	\$ -	\$ 658,188.90	100.0%	\$ 37,554.00
<b>Non-Dwelling/Dwelling Unit - Site Work 1480</b>						
Sewer and Water Line Repairs	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00		
Roadway Paving - AMP 102 + 104	\$ 115,906.20	\$ -	\$ -	\$ 115,906.20		
Infrastructure Investment - Fair Oaks, Ramey	\$ 210,000.00	\$ -	\$ -	\$ 210,000.00		
Landscape Upgrades	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00		
	\$ 345,906.20	\$ -	\$ -	\$ 345,906.20	100.0%	\$ -
<b>Dwelling Unit - Demolition 1480</b>						
Demolition - Fair Oaks, Ramey	\$ 80,000.00	\$ -	\$ -	\$ 80,000.00		
	\$ 80,000.00	\$ -	\$ -	\$ 80,000.00	100.0%	\$ 24,679.15
<b>Total</b>	\$ 1,962,993.00	\$ 109,515.26	\$ 161,704.06	\$ 1,801,288.94	91.8%	\$ 791,166.05

Percent Obligated 40.3%

000000.33

December 31, 2021

### CARE's Act Funding

	Grant Amount	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available
AMP 101 - Fair Oaks	\$ 316,842.00	\$ -	\$ 316,842.00	\$ -	0.0%
AMP 102- Beeler, Madison, Churchill	\$ 76,830.00	\$ 18,433.81	\$ 76,830.00	\$ -	0.0%
AMP 103 - Merche	\$ 44,985.00	\$ -	\$ 44,985.00	\$ -	0.0%
AMP 104- County Properties	\$ 100,701.00	\$ -	\$ 100,701.00	\$ -	0.0%
HCV - Section 8	\$ 115,296.00	\$ -	\$ 115,296.00	\$ -	0.0%
<b>Total</b>	<b>\$ 654,654.00</b>	<b>\$ 18,433.81</b>	<b>\$ 654,654.00</b>	<b>\$ -</b>	<b>0.0%</b>

00000034

**Vermilion Housing Authority**  
**First Financial Bank - Authority Account**  
**December 2021**

**Balance Sheet**

**Assets**

111105 Cash	320,604.08
111110 CD - Matures 12 18 20	-
<b>Total Assets</b>	<u>320,604.08</u>

**Liabilities**

2111 Accounts Payable	0.00
<b>Total Liabilities</b>	0.00

**Equity**

2820 Operating Reserves - Retained Earnings	320,531.63
Current Year Operating - Gain/(Loss)	72.45
<b>Total Liabilities &amp; Equity</b>	<u>320,604.08</u>

**Income Statement**

	Current Month	Year to Date
<b>Operating Revenue</b>		
Interest Income	8.17	72.45
Other Income	0.00	0.00
<b>Total Revenue</b>	<u>8.17</u>	<u>72.45</u>
<b>Operating Expenses</b>		
Other Administrative Expenses	0.00	0.00
<b>Total Expenses</b>	<u>0.00</u>	<u>0.00</u>
Surplus - (Deficit)	8.17	72.45

00 0000 35

**Vermilion Housing Authority**  
**Tenant Receivables Outstanding**  
**PHAS Financial Indicator**  
**December 2021**

Definition: This subindicator measures the tenant accounts receivable of a project against the tenant charges for the project's fiscal year.

IF the ratio is less than 1.5 - the agencies score is 5.

IF the ratio is equal to or greater than 1.5 and less than 2.5 - the agencies score is 2.

IF the ratio is equal to or greater than 2.5 - the agencies score is 0.

\*\*Ratio is based on a pro-rated calculation of annualized rental income.

March-21	\$	29,970.40	4.52%
April-21	\$	36,200.77	4.67%
May-21	\$	44,961.60	5.80%
June-21	\$	53,814.81	6.94%
July-21	\$	44,625.71	5.76%
August-21	\$	43,884.77	5.66%
September-21	\$	62,727.33	8.09%
October-21	\$	64,492.01	8.32%
November-21	\$	64,078.81	8.27%
December-21	\$	75,312.17	9.72%
January-22			0.00%
February-22			0.00%
March-22			0.00%

# Vermilion Housing Authority

## AP Expenditures December 2021

Adrienne Tates	\$792.00
AHRMA	\$257,342.00
Ameren Ip	\$10,707.00
Anderson Electric	\$224.68
Aqua Illinois Inc	\$13,495.68
Bacon & Van Buskirk	\$660.00
Barton Carrolls Inc.	\$3,400.00
Better NOI	\$420.00
Blaine Window Hardware	\$562.93
Brandon Gilbert	\$86.92
Brickyard Disposal & Recycling Inc	\$621.68
City of Hoopeston	\$2,683.56
Classique Sash & Door	\$181.40
Comcast Cable	\$653.45
Connor Company	\$16.16
Constellation NewEnergy, Inc.	\$812.16
Danville Sanitary	\$3,044.25
Danville Tile and Drainage	\$225.75
Davis-Houk Mechanical Inc.	\$1,083.00
Deponshia Davis	\$1,108.25
Diamond Buildings, LLC	\$5,923.00
Donese L. Andrews	\$200.00
E & B GIFTS AND AWARDS	\$24.00
Emphasys Software	\$34,925.00
Fastenal	\$1,607.36
Fredrick Smith	\$50.00
Gail Moore	\$120.18
Gentle Giant Softwashing	\$7,777.00
Georgetown Waterworks	\$4,067.01
Grainger, Inc	\$2,572.94
Hd Supply Facilities Maintenance	\$16,634.09
Hoopeston Ford Inc	\$734.66
Illini FS	\$1,455.97
Illinois Office of the State Fire Marshal	\$375.00
Johnson Controls Security Solutions	\$747.51
Kelly Printing Company Inc.	\$184.00
Kelly's Sign Shop	\$288.00
Kone Inc.	\$863.58
Lahne Lawncare	\$610.00
Latoz Hardware Inc.	\$3.99
Lowe's	\$3,354.21
Menards - Menards Of Danville	\$301.50
Mervis Industries, Inc	\$500.00
Metlife Small Business Center	\$1,855.17
Midwest Mailing & Shipping Inc.	\$39.59
Midwest Power Washing	\$375.00
Miles Chevrolet LLC	\$58,424.00
Miller, Hall, & Triggs	\$213.50
Municipal Water Utility	\$116.00
Napa Auto Parts	\$3.88
NUSO, LLC	\$351.85
Olympic Hardware	\$52.47
Owens Excavating & Trucking LLC	\$600.00
PDQ Supply Inc.	\$629.48
Peerless Network	\$2,028.07

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Quadient Finance USA, Inc	\$300.15
Quicklube North	\$41.60
Quicklube South	\$41.60
Quill	\$1,737.74
Ray's Pest Control	\$300.00
Rogers Supply Company Inc.	\$91.56
Santanna Energy Services	\$2,063.85
Sarahi Oquendo	\$816.00
Schomburg & Schomburg Construction	\$111,027.09
Securitas Electronic Security Inc.	\$225.00
Seton Identification Products	\$232.25
Smithereen Pest Management Services	\$2,600.00
Sparklight Business	\$611.19
The Lincoln National Life Insurance Co.	\$516.00
United Rent A Fence	\$38,103.00
Verizon Wireless	\$267.51
Vermilion Advantage	\$400.00
Village of Fairmount	\$169.50
Village of Rossville	\$993.98
Vision Service Plan	\$196.29
Watts Copy System	\$98.00
<b>Total for all Vendors</b>	<b>606,961.19</b>



## Memorandum

**TO:** Jaclyn Vinson, Executive Director

**FROM:** Amber McCoy, Chief Financial Officer

**DATE:** January 10, 2022

**RE:** Personnel Monthly Report for the Month of December 2021

**1. The following personnel action was taken in December 2021:**

Dallas Scott -- Maintenance Mechanic -- Resigned

**2. Staff/Commissioners attended the following training through the Executive Office in December 2021:**

None.

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## VHA Coronavirus Disease 2019 (COVID-19) POLICY

As the Vermilion Housing Authority (VHA) continues to monitor the local, national, and worldwide incidence of the coronavirus and the illness it causes, COVID-19, staff members are asked to review the following workplace policies and guidance. It is likely this information will change as the situation evolves and more becomes known. Questions may be directed to your direct supervisor or the Executive Director

VHA's priorities in setting these workplace policies are to:

- Maintain a safe and healthy workplace, including minimizing the transmission of contagious disease;
- Sustain programs that are essential to our mission;
- Encourage an ethos of fairness, open communications, and concern for the wellbeing of our staff

### Most Important Actions to Take Now

1. All staff are urged to take basic preventive measures to avoid exposure to or infection by the virus causing COVID-19.
2. All staff are required to wear a mask or face covering while inside all VHA buildings, common areas, and while utilizing other people's offices.
3. If you feel sick at all, stay at home, and monitor your symptoms, and get tested.
4. We encourage all staff to get vaccinated.

### Enhanced Workplace Policies

VHA continues to place the highest priority on the health, safety, and wellbeing of staff, while protecting the continuity of programs and essential functions. Effective immediately, VHA's workplace policies are being enhanced as follows. These policies will be revisited regularly as needed.

- In the event of a mandatory shutdown, executed by the Executive Director, all full-time, part-time, and temporary employees shall be paid their regularly scheduled hours with no leave accruals charged to the employee.
- VHA will follow the most recent and current CDC guidelines for Quarantine and Isolation depending on your vaccination status.
- VHA will provide 80 hours of "COVID-19" pay per full-time employee and 40 hours of "COVID-19" pay per part-time employees to be reset each calendar year, until/if the CDC no longer recommends Quarantine and Isolation for COVID-19 exposure.
- Employees must notify their supervisor of known exposure and if they intend to utilize any "COVID-19" pay prior to any absenteeism.
- Once the employee's "COVID-19" pay has been exhausted, the employee will be charged sick time or other available leave. If employee has no leave accrued, it will result in no pay.

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**RESOLUTION NO. 2022-1**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF DANVILLE, ILLINOIS  
d/b/a VERMILION HOUSING AUTHORITY**

**WHEREAS**, the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority (the "Authority") is an Illinois municipal corporation and public body organized pursuant to the Illinois Housing Authority Act (310 ILCS 10/1 et seq.) (the "Act") for the purposes of engaging in affordable housing, providing rental assistance, and undertaking land assembly, clearance, rehabilitation, development and redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

**WHEREAS**, in furtherance of its purpose, to approve the Updated COVID-19 Employee Policy; and

**WHEREAS**, The Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority, desires to approve such action.

**NOW, THEREFORE**, in furtherance of the goals and objectives of the Authority, the Board of Commissioners hereby resolves, acknowledges and authorizes the following:

- Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.
- Section 2. Approval of the Updated COVID-19 Employee Policy.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

ADOPTED at the regular meeting of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority in regular and public session this 20<sup>th</sup> day of January, 2022.

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Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Absent \_\_\_\_\_

THE HOUSING AUTHORITY OF THE CITY OF DANVILLE  
d/b/a VERMILION HOUSING AUTHORITY

By: \_\_\_\_\_  
Its: Chairman

Attest:

By: \_\_\_\_\_  
Its: Secretary/Treasurer

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