

Vermilion Housing Authority



Board of Commissioners

November 17, 2022

Board Packet



Vermilion Housing Authority

1607 Clyman Lane

Danville, IL 61832

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

Jaelyn Vinson, Executive Director

TO: All Interested Parties

FROM: Jaelyn Vinson, Executive Director 

DATE: November 10, 2022

SUBJECT: Board of Commissioners Monthly Meeting

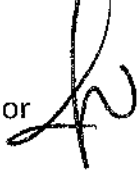
The regular meeting of the Board of Commissioners of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority is scheduled for **Thursday, November 17, 2022 at 4:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois.**

JV:sh



1607 Clyman Lane
Danville, IL 61832
P: (217) 443-0621 F: (217) 431-7059
Jaclyn Vinson, Executive Director

TO: Board of Commissioners

FROM: Jaclyn Vinson, Executive Director 

DATE: November 10, 2022

SUBJECT: Board of Commissioners Monthly Meeting

The next regular monthly 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, November 17, 2022 at 4:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois.**

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
FAIR OAKS ADMINISTRATION BUILDING BOARD ROOM
THURSDAY, NOVEMBER 17, 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 November 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 October 20, 2022 - VHA Board Minutes and Closed Session Board Minutes (pages 1-9)
6. Police Reports (pages 10-11)
7. Department Reports:
 - (a) Public Housing (pages 12-13)
 - (b) HCV (pages 14-15)
 - (c) Finance (pages 16-32)
 - (d) Personnel (page 33)
8. New Business [all the below items – roll call vote]
 - * (a) Memorandum of Understanding between the Housing Authority of the City of Danville, d/b/a Vermilion Housing Authority and the Danville Police Department (pages 34-37)
 - * (b) Emphasys Annual Maintenance Contract (pages 38-41)
 - * (c) Staff Compensation (pages 42-44)
 - * (d) 2023 Meeting and Holiday Schedule (pages 45-47)

9. Other Business
 - (a) Project Updates
 - (b) Updated By-Laws – First Read (pages 48-54)
10. Closed Session - None
11. Chairman/Commissioner Comments
12. Adjournment

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

-The next regularly scheduled meeting of the Board of Commissioners is December 15, 2022 at the Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, IL. We will begin at 4:00 p.m.

MINUTES OF
OCTOBER 20, 2022
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 October 20, 2022 at 4:20 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois. Since the Pledge was just recited during the annual meeting, Chairman O'Shaughnessy moved onto roll call, those present and absent were:

PRESENT: Harsha Gurujal, Vice Chairman Gary Miller, Chairman Pat O'Shaughnessy, Courtney Watson and Deanna Witzel
ABSENT: Carla Boyd and Lindsay VanFleet
ALSO PRESENT: Executive Director, Jaclyn Vinson; Intake Specialist, Sue Harden and Chief Financial Officer, Amber McCoy

Chairman O'Shaughnessy asked for a roll call vote to allow Courtney Watson into the meeting via teleconference due to illness. Commissioner Witzel moved to allow Courtney Watson into the meeting via teleconference. Vice Chairman Miller seconded. Chairman O'Shaughnessy called for a roll call vote to allow Courtney Watson into the meeting via teleconference which produced the following:

AYES: H. Gurujal, G. Miller, P. O'Shaughnessy and D. Witzel
NAYES: None
ABSENT: C. Boyd and L. VanFleet

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. Commissioner Witzel moved that the agenda be approved as presented. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to approve the agenda which produced the following:

AYES: G. Miller, P. O'Shaughnessy, C. Watson, D. Witzel and H. Gurujal
NAYES: None
ABSENT: L. VanFleet and C. Boyd

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

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Chairman O'Shaughnessy asked for any additions or deletions to the minutes from the September 15, 2022 Regular Board Meeting Minutes item number 5 on the agenda. None were presented. Chairman O'Shaughnessy stated that if there were no additions or corrections, he needs a motion to approve the minutes. Commissioner Witzel made a motion that the minutes from the September 15, 2022 Regular Board Meeting Minutes be approved. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to approve the minutes of the September 15, 2022 Regular Board Meeting Minutes and Closed Session Minutes which produced the following:

AYES: P. O'Shaughnessy, C. Watson, D. Witzel, H. Gurujal and G. Miller
NAYES: None
ABSENT: L. VanFleet and C. Boyd

Chairman O'Shaughnessy asked for item number 6 on the agenda – Police Reports. Mrs. Vinson stated there were 6 police calls for September.

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

(a) Public Housing – Mrs. Vinson went over the September report. She stated they were at 98% occupancy for August at all AMPs. A question and answer session followed. She also went over the report for the ROSS Grant. A question and answer session followed.

(b) HCV/Section 8 – Mrs. Vinson went over the September report. She stated they were at 434. A question and answer session followed.

(c) Finance – Amber McCoy went over the Finance, TAR's and Expenditures Report for September. A question and answer session followed.

(d) Personnel – Amber McCoy went over the September report. A question and answer session followed.

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 – County Buildings Siding Replacement Project Award and Destruction of verbatim recordings of the Board of Commissioners meetings from January 2018 to December 2018 and January 2019 to December 2019.

(a) **County Buildings Siding Replacement Project Award** – Mrs. Vinson went over the proposal. Discussion was held followed by a question and answer session. Chairman O’Shaughnessy asked if there were any questions. None were presented. Vice Commissioner Gurujal made a motion to approve the County Building Siding Replacement Project Award. Vice Chairman Miller seconded it.

RESOLUTION NO. 2022-31

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 Lipa of Indiana, Inc for the County Buildings Siding Replacement at a cost not to exceed \$450,000.00; 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 Lipa of Indiana, Inc. for the County Buildings Siding Replacement at a cost not to exceed \$450,000.00
- 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 County Buildings Siding Replacement Project Award which produced the following:

AYES: C. Watson, H. Gurujal, G. Miller and P. O'Shaughnessy
NAYES: D. Witzel
ABSENT: L. VanFleet and C. Boyd

Chairman O'Shaughnessy thereupon declared said motion carried.

(b) Destruction of verbatim recordings of Board of Commissioners meetings from January 2018 to December 2018 and January 2019 to December 2019 – Mrs. Vinson went over the resolution. Chairman O'Shaughnessy asked if there were any questions. None were presented. Vice Chairman Miller made a motion to approve the Destruction of verbatim recordings of Board of Commissioners meetings from January 2018 to December 2018 and January 2019 to December 2019. Commissioner Witzel seconded it.

RESOLUTION NO. 2022-32

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 destruction of verbatim Board Minutes from January 2018 to December 2018 and January 2019 to December 2019; 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 destruction of verbatim Board Minutes from January 2018 to December 2018 and January 2019 to December 2019.
- 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 Destruction of verbatim recordings of Board of Commissioners meetings from January 2018 to December 2018 and January 2019 to December 2019 which produced the following:

AYES: D. Witzel, H. Gurujal, G. Miller, P. O'Shaughnessy and C. Watson
NAYES: None
ABSENT: C. Boyd and L. VanFleet

Chairman O'Shaughnessy thereupon declared said motion carried.

Chairman O'Shaughnessy asked for item 9 on the agenda – Other Business – Project Updates and Audit Review.

- (a) **Project Updates** – Mrs. Vinson went over the project updates. A question and answer session followed.
- (b) **Audit Review** – Amber McCoy went over the audit.

Chairman O'Shaughnessy asked for item 10 on the agenda – Closed Session Pursuant to the IL Open Meetings Act:

5 ILCS 120/2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the Housing Authority of the City of Danville d/b/a Vermillion Housing Authority

AND

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

Vice Chairman Miller moved to go into closed session to discuss the above-matters. Commissioner 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, G. Miller, P. O'Shaughnessy, C. Watson and D. Witzel
NAYES: None
ABSENT: L. VanFleet and C. Boyd

Upon roll call vote, Chairman O'Shaughnessy thereupon declared said motion carried and moved into closed session at 4:58 p.m.

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

AYES: G. Miller, P. O'Shaughnessy, C. Watson, D. Witzel and H. Gurujal
NAYES: None
ABSENT: L. VanFleet and C. Boyd

Chairman O'Shaughnessy as for item 11 on the agenda - Chairman/Commissioner Comments. Chairman O'Shaughnessy mentioned the possibility of changing the meeting time to 5:00 p.m. to accommodate the Board members who work out of town. He said the Bylaws would need to be changed. Discussion was held.

Chairman O'Shaughnessy stated that with the agenda items satisfied he would entertain a motion to adjourn the meeting. Commissioner Gurujal made the motion to adjourn. Commissioner Witzel 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: P. O'Shaughnessy, C. Watson, D. Witzel and G. Miller
NAYES: None
ABSENT: C. Boyd and L. VanFleet

The meeting was adjourned at 5:34 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

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	FY 2023	FY 2022	YTD Police:	FY 2023	FY 2022	2023	2022
Total Police Calls				88	116		
March:		15					FO-9/BT-4/MC-2
February:		9					FO-7/BT-1/MC-1
January:		13					FO-9/BT-2/CH-1/MC-1
December:		14					FO-8/BT-3/MC-1/PVC-1/CM-1
November:		25					FO-10/BT-2/CH-1/MC-1/PVC-6/CM-5
October:	11	30					FO-11/BT-1/PVC-9/CM-5/MC-3/CH-1
September:	6	15					FO-13/BT-2
August:	15	12					FO-9/BT-3
July:	12	22					FO-13/BT-1/MC-1
June:	15	21					FO-9/BT-2/PVC-1
May:	16	26					FO-13/BT-1/CM-1
April:	13	20					FO-11/BT-4/MC-1
							FO-10/BT-1/MCT-1/PVC-1
							FO-18/BT-2
Total Calls for the Month:	11		YTD Calls:	88	116		

- 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

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Monthly Occupancy October 2022

AMP	End of Month Occupancy	TOTAL UNITS PER	OCCUPIED UNIT %
AMP 101-Fair Oaks	156	158	99%
AMP 102-Beeler, Churchill, Madison Ct.	108	108	100%
AMP 103- Mer Che	93	93	100%
AMP 104- County Sites	175	185	95%
GRAND TOTAL THIS MONTH	532	544	98%
GRAND TOTAL LAST MONTH	534	544	98%



OCTOBER 2022 Board Report

Resident Opportunity & Self Sufficiency (ROSS)

Meetings:

- ROSS Brainstorming Sessions
- Housing Operations Weekly 1-1
- Meeting with Survivor Resource Center to discuss program services
- Hope Center Parent Advisory meeting
- Birth to 5 IL Action Council meeting
- Vermilion County Child Abuse Prevention Council meeting
- AJC Roundtable

Trainings:

- HUD Webinar "Building and Sustaining Peer Exchange Networks"
- ROSS/Communities of Practice Discussion IV
- Prevent Child Abuse Conference, Springfield, IL
- Prevent Child Abuse IL Training "Drug Endangered Children: A Collaborative Approach"
- Connect Home USA Virtual Summit

Referrals:

- Referrals made to Community Organizations/Services
 - 1 – Worksource Enterprises
 - 1 – DACC GED

Program:

- Submitted ROSS 2nd year report
- ROSS assessments/appointments
 - 4 scheduled/ 4 attended
- Transportation (DMT Tickets)
 - 3
- Assisted residents with job search and referrals
 - 1
- Housekeeping Class
 - 17 PH (Public Housing) residents scheduled/ 3 attended

Housing Choice Voucher
October 2022 Board Report

UTILIZATION

- New Admissions: 3
- Terminations: 6
 - 1-Program Compliance
 - 1-Port-Out Absorbed
 - 4-Deceased

Mon.	2021	2022									Total
	FUP	Reg.	DEMO II	RC DEMO	VASH	VASH 16	CP	Port-Out	PMII		
1	466	6	291	20	3	40	52	6	17	7	442
2	468	5	285	20	3	39	56	7	17	7	439
3	468	5	284	18	3	38	54	8	16	7	433
4	476	5	279	17	3	38	55	9	6	7	419
5	480	5	277	17	3	37	55	9	6	8	417
6	475	5	285	14	3	37	55	9	7	8	423
7	475	5	289	14	3	38	54	9	8	8	428
8	478	5	293	14	3	38	53	8	6	8	428
9	473	5	299	13	3	38	53	9	6	8	434
10	462	4	300	13	3	37	52	9	6	8	432
11	455										0
12	453										0
Grand Total	5629	50	2882	160	30	380	539	83	95	76	4295

*Numbers reflect retroactive terminations and lease ups and delayed port-outs. *

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	445	49%
FEB	910	442	49%
MAR	910	436	48%
APR	910	422	46%
MAY	910	419	46%
JUNE	910	423	46%
JULY	910	428	47%
AUG	910	428	47%
SEP	910	434	48%
YTD	8,190	3,877	47%

Month	ABA	HAP	BA Utilization	PUC
JAN	\$241,142	\$221,028	92%	\$496.69
FEB	\$241,142	\$217,001	90%	\$490.95
MAR	\$241,142	\$213,130	88%	\$488.83
APR	\$235,416	\$199,065	85%	\$471.72
MAY	\$239,420	\$204,544	85%	\$488.17
JUNE	\$239,420	\$210,172	88%	\$494.52
JULY	\$239,420	\$211,932	89%	\$495.17
AUG	\$239,420	\$212,595	89%	\$496.72
SEP	\$239,420	\$212,548	89%	\$489.74
YTD	\$2,155,942	\$1,902,015	88%	\$490.59

UMA- Unit Months Available

UML- Unit Months Leased

ABA- Annual Budget Authority

HAP- Housing Assistance Payment

PUC- Per Unit Cost (Average)



To: Jaclyn Vinson, Executive Director
 From: Amber McCoy, Chief Financial Officer
 Date: November 4, 2022
 Re: Finance Report

Public Housing Operating Fund

	October 2022	FY 23 YTD
COCC	\$4,579.77	\$134,730.87
AMP 101	\$45,573.18	\$415,204.31
AMP 102	\$(7,387.70)	\$139,730.82
AMP 103	\$(4,404.09)	\$87,708.35
AMP 104	\$11,599.88	\$249,060.57
Total	\$49,961.04	\$1,026,434.92

Housing Choice Voucher - Section 8

Section 8 is currently showing a gain of **\$3,771.40** for the month and an overall gain of **\$33,982.23** for the year.

Public Housing Capital Fund

Capital Fund 2019, HACD, funds were drawn down in the amount of **\$15,300.85**. Capital Fund 2020, HACD, funds were drawn down in the amount of **\$92,324.88**. Capital Fund 2021, VHA, funds were drawn down in the amount of **\$42,185.98**.

Notable AP Expenditures

Farnsworth Group Inc.	\$10,928.15	A&E Fees—unit modernization, signage, and siding
Davis-Houk Mechanical Incorporated	\$12,778.56	Ejector pump - Administration Building
S. Shafer Excavating Incorporated	\$15,200.00	Ramey Court demolition
Gibson Teldata Incorporated	\$26,932.98	\$22,940.13 Beeler Terrace - camera project
		\$412.50 MerChe - move, add, and change lines
		\$3,580.35 Churchill Towers - door system
Owens Excavating & Trucking LLC	\$92,033.43	Fair Oaks demolition

ROSS Grant Funding

ROSS funds were drawn down in the amount of **\$4,824.60**.

Tenant Receivables Outstanding

Tenant accounts receivables for the month have decreased in total to **\$37,723.96**.

Vermilion Housing Authority
Balance Sheet - Detail
 Reporting for periods as of 10/31/2022

<u>Assets</u>	Total Public Housing	100 COCC	101 Fair Oaks	102 Beeler CH Madison	103 Merche	104 County	800 HCV
111101 Gen Op Fund	4,620,213.80	4,620,213.80	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	407,153.01
111700 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
112000 Interfund	855.65	(4,189,009.75)	2,888,044.25	282,168.45	203,612.12	816,040.58	(665.97)
112200 AR Tenants	37,723.96	0.00	25,829.21	2,869.75	(138.50)	9,163.50	190,736.61
112265 Allow Doubtful /	(23,850.49)	0.00	(12,515.47)	(2,203.00)	(3,622.50)	(5,509.52)	(190,736.61)
112500 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121100 Prepaid WC	11,046.26	11,046.26	0.00	0.00	0.00	0.00	0.00
121101 Prepaid Ins	32,114.36	95.70	12,586.32	5,223.75	4,281.06	9,927.53	972.14
121102 Prepaid Soft	0.00	0.00	0.00	0.00	0.00	0.00	873.14
121103 Prepaid HCV	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
140001 Vehicles	301,135.68	0.00	242,714.68	18,772.00	18,492.00	21,157.00	23,073.00
140002 Equipment	1,117,816.57	111,829.56	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	24,604,036.92	854,399.97	10,704,077.90	8,695,118.10	3,914,337.91	436,103.04	0.00
140005 Accum Deprec	(39,697,256.77)	(1,262,574.68)	(13,300,548.60)	(11,625,543.35)	(4,815,334.10)	(8,693,256.04)	(11,921.05)
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
Total Assets	\$ 13,824,937.04	\$ 508,106.31	\$ 5,466,223.86	\$ 2,188,219.51	\$ 1,822,677.23	\$ 3,839,710.13	\$ 420,484.27
Liability							
211100 Acct Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211400 Sec Dep	63,619.00	0.00	22,950.00	9,299.00	4,250.00	27,120.00	0.00
211704 Health Ins	(25,834.62)	(25,834.62)	0.00	0.00	0.00	0.00	0.00
211705 Dental Ins	(1,837.88)	(1,837.88)	0.00	0.00	0.00	0.00	0.00
211716 Unemployment	(2,107.60)	(2,107.60)	0.00	0.00	0.00	0.00	0.00
211717 Garnishments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211725 Vision	(98.86)	(98.86)	0.00	0.00	0.00	0.00	0.00
211726 Life Ins	(179.89)	(179.89)	0.00	0.00	0.00	0.00	0.00
211906 Res Training	19,745.03	0.00	778.51	3,979.63	2,880.51	12,106.38	0.00
211913 Scrap	1,049.42	1,049.42	0.00	0.00	0.00	0.00	0.00
212000 Accrued PR	18,851.77	4,514.46	5,639.96	2,502.02	1,701.99	4,493.34	2,627.32
212001 Accrued Tax	1,442.16	345.36	431.46	191.40	130.20	343.74	200.99
213301 EPC M V	15,495.84	0.00	6,973.04	4,648.80	3,874.00	0.00	0.00
213302 EPC Replace	2,369.08	0.00	930.83	169.96	1,268.29	0.00	0.00
213700 PILOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
224000 Prepaid Rents	14,955.99	0.00	2,267.42	2,352.72	703.25	9,632.60	0.00
230000 Loan EPC	1,590,662.68	0.00	714,616.31	477,789.75	398,256.62	0.00	0.00
Total Liability	\$ 1,698,132.12	\$ (24,149.61)	\$ 754,587.53	\$ 500,933.28	\$ 413,064.86	\$ 53,696.06	\$ 2,828.31
Equity							
280200 Net Fik Assets	7,546,384.81	52,481.98	1,769,688.97	1,066,349.27	1,388,031.64	3,269,832.95	18,458.40
280600 Unrestricted	5,021,984.77	345,043.07	3,497,536.68	876,151.41	36,133.06	267,120.55	225,049.46
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	109,878.87
Total	\$ 11,100,370.00	\$ 397,525.05	\$ 4,296,432.02	\$ 1,547,555.41	\$ 1,321,904.02	\$ 3,536,953.50	\$ 353,386.73
Current Year HAP +/-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30,287.00
Current Year Oper +/-	\$ 1,026,434.92	\$ 134,730.87	\$ 415,204.31	\$ 139,730.82	\$ 87,708.35	\$ 249,060.57	\$ 33,982.23
Current Year Net Assets	\$ 1,026,434.92	\$ 134,730.87	\$ 415,204.31	\$ 139,730.82	\$ 87,708.35	\$ 249,060.57	\$ 64,269.23
Total Equity	\$ 12,126,804.92	\$ 532,255.92	\$ 4,711,636.33	\$ 1,687,286.23	\$ 1,409,612.37	\$ 3,786,014.07	\$ 417,655.96
Liabilities & Net Assets	\$ 13,824,937.04	\$ 508,106.31	\$ 5,466,223.86	\$ 2,188,219.51	\$ 1,822,677.23	\$ 3,839,710.13	\$ 420,484.27

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Vermilion Housing Authority
Operating Statement - Public Housing - Public Housing Combined
October 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 885,288.00	\$ 76,191.31	\$ 534,260.13	60%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 7,226.00	\$ 4,410.27	\$ 14,628.47	202%
Other Income	\$ 906,327.00	\$ 9,570.80	\$ 665,666.39	73%
Subsidy	\$ 2,916,028.00	\$ 266,376.00	\$ 2,027,484.00	70%
Total Revenue	\$ 4,714,869.00	\$ 356,548.38	\$ 3,242,038.99	69%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 627,152.00	\$ 42,335.33	\$ 331,134.43	53%
Legal	\$ 14,952.00	\$ 4,855.00	\$ 26,250.95	176%
PBA Mngt. Exp.	\$ -	\$ (8,424.00)	\$ (58,110.00)	0%
Mileage/Travel/Training	\$ 9,626.00	\$ 1,261.75	\$ 7,616.66	79%
Other Administrative Exp	\$ 83,385.00	\$ 12,981.32	\$ 58,439.74	70%
Total Administrative Expense	\$ 735,115.00	\$ 53,009.40	\$ 365,331.78	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 12,635.00	\$ 1,155.88	\$ 7,984.91	63%
Total Tenant Services Expenses	\$ 12,635.00	\$ 1,155.88	\$ 7,984.91	
Total Utility Expenses	\$ 616,444.00	\$ 61,134.78	\$ 340,750.64	55%
<i>Maintenance</i>				
Salaries	\$ 765,845.00	\$ 40,576.27	\$ 345,831.20	45%
Materials	\$ 232,851.00	\$ 22,217.30	\$ 135,234.43	58%
Contracts	\$ 384,779.00	\$ 35,743.78	\$ 255,361.74	66%
Total Maintenance Expenses	\$ 1,383,475.00	\$ 98,537.35	\$ 736,427.37	
<i>General Expenses</i>				
Insurance	\$ 192,687.00	\$ 16,057.17	\$ 99,279.19	52%
Employee Benefits	\$ 677,091.00	\$ 40,943.70	\$ 322,741.59	48%
Depreciation Expense	\$ 323,639.00	\$ 24,347.19	\$ 170,430.33	53%
PILOT	\$ 29,742.00	\$ -	\$ -	0%
Casualty Losses	\$ 16,000.00	\$ (450.00)	\$ 33,153.53	0%
Collection Losses	\$ 100,414.00	\$ 6,771.53	\$ 78,683.90	78%
Energy Perf Cont Expense	\$ 145,563.00	\$ 5,080.34	\$ 60,820.83	42%
Total General Expenses	\$ 1,485,136.00	\$ 92,749.93	\$ 765,109.37	
Total Expenses	\$ 4,232,805.00	\$ 306,587.34	\$ 2,215,604.07	52%
Surplus - (Deficit)	\$ 482,064.00	\$ 49,961.04	\$ 1,026,434.92	

Vermilion Housing Authority
Operating Statement - Public Housing - COCC Fund 100
October 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ -		\$ -	0%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ -	\$ -	\$ -	0%
Other Income	\$ 320,590.00	\$ -	\$ 128,263.40	40%
Subsidy	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 320,590.00	\$ -	\$ 128,263.40	40%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 374,515.00	\$ 20,600.69	\$ 167,605.44	45%
Legal	\$ 3,874.00	\$ 4,745.00	\$ 22,445.95	579%
PBA Mngt. Exp.	\$ (502,200.00)	\$ (49,654.00)	\$ (345,945.00)	69%
Mileage/Travel/Training	\$ 9,626.00	\$ 1,192.50	\$ 7,438.92	77%
Other Administrative Exp	\$ 19,638.00	\$ 3,110.57	\$ 12,047.14	61%
Total Administrative Expense	\$ (94,547.00)	\$ (20,005.24)	\$ (136,407.55)	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ -	\$ -	\$ -	0%
Total Tenant Services Expenses	\$ -	\$ -	\$ -	
Total Utility Expenses	\$ 16,310.00	\$ 1,579.14	\$ 13,245.58	81%
<i>Maintenance</i>				
Salaries	\$ -	\$ -	\$ -	0%
Materials	\$ 2,327.00	\$ -	\$ 300.43	13%
Contracts	\$ 12,191.00	\$ 3,607.67	\$ 45,227.83	371%
Total Maintenance Expenses	\$ 14,518.00	\$ 3,607.67	\$ 45,528.26	
<i>General Expenses</i>				
Insurance	\$ 574.00	\$ 47.81	\$ 334.67	58%
Employee Benefits	\$ 185,871.00	\$ 10,190.85	\$ 70,831.57	38%
Depreciation Expense	\$ -	\$ -	\$ -	0%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ 1,000.00	\$ -	\$ -	0%
Collection Losses	\$ -	\$ -	\$ -	0%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
Total General Expenses	\$ 187,445.00	\$ 10,238.66	\$ 71,166.24	
Total Expenses	\$ 123,726.00	\$ (4,579.77)	\$ (6,467.47)	-5%
Surplus - (Deficit)	\$ 196,864.00	\$ 4,579.77	\$ 134,730.87	68%

Percent of Budget Month 7 of 12

58%

00000019

Vermillion Housing Authority
Operating Statement - Public Housing - Fair Oaks AMP 101
October 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 210,336.00	\$ 13,277.20	\$ 111,531.45	53%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 2,818.00	\$ 1,323.08	\$ 4,388.53	156%
Other Income	\$ 52,947.00	\$ 5,879.55	\$ 27,785.67	52%
Subsidy	\$ 1,542,567.00	\$ 140,915.00	\$ 1,113,247.00	72%
Total Revenue	\$ 1,808,668.00	\$ 161,394.83	\$ 1,256,952.65	69%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 84,298.00	\$ 8,171.65	\$ 61,501.12	73%
Legal	\$ 4,000.00	\$ 110.00	\$ 4,365.00	109%
PBA Mngt. Exp.	\$ 143,220.00	\$ 12,090.00	\$ 84,087.50	59%
Mileage/Travel/Training	\$ -	\$ -	\$ -	0%
Other Administrative Exp	\$ 28,420.00	\$ 1,392.24	\$ 10,175.77	36%
Total Administrative Expense	\$ 259,938.00	\$ 21,763.89	\$ 160,129.39	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 3,610.00	\$ 330.25	\$ 2,281.41	63%
Total Tenant Services Expenses	\$ 3,610.00	\$ 330.25	\$ 2,281.41	
Total Utility Expenses	\$ 234,794.00	\$ 18,088.00	\$ 93,076.77	40%
<i>Maintenance</i>				
Salaries	\$ 324,632.00	\$ 16,198.32	\$ 135,081.24	42%
Materials	\$ 104,713.00	\$ 13,023.62	\$ 71,754.66	69%
Contracts	\$ 182,959.00	\$ 13,807.09	\$ 81,844.17	45%
Total Maintenance Expenses	\$ 612,304.00	\$ 43,029.03	\$ 288,680.07	
<i>General Expenses</i>				
Insurance	\$ 75,518.00	\$ 6,293.16	\$ 32,735.47	43%
Employee Benefits	\$ 151,254.00	\$ 9,970.03	\$ 83,278.95	55%
Depreciation Expense	\$ 131,454.00	\$ 9,008.99	\$ 63,062.93	48%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ 10,000.00	\$ (450.00)	\$ 33,153.53	0%
Collection Losses	\$ 47,670.00	\$ 5,502.15	\$ 57,475.08	121%
Energy Perf Cont Expense	\$ 65,503.00	\$ 2,286.15	\$ 27,874.74	43%
Total General Expenses	\$ 481,399.00	\$ 32,610.48	\$ 297,580.70	
Total Expenses	\$ 1,592,045.00	\$ 115,821.65	\$ 841,748.34	53%
Surplus - (Deficit)	\$ 216,623.00	\$ 45,573.18	\$ 415,204.31	

Vermilion Housing Authority
Operating Statement - Public Housing - Beeler/Madison/Churchill AMP 102
October 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 198,924.00	\$ 18,451.11	\$ 122,990.41	62%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,156.00	\$ 882.05	\$ 2,925.69	253%
Other Income	\$ 166,904.00	\$ 1,253.00	\$ 166,468.90	100%
Subsidy	\$ 428,673.00	\$ 39,162.00	\$ 286,302.00	67%
Total Revenue	\$ 795,657.00	\$ 59,748.16	\$ 578,687.00	73%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 43,784.00	\$ 3,704.59	\$ 27,879.93	64%
Legal	\$ 480.00	\$ -	\$ (250.00)	0%
PBA Mngt. Exp.	\$ 100,440.00	\$ 8,370.00	\$ 58,435.00	58%
Mileage/Travel/Training	\$ -	\$ -	\$ 5.07	0%
Other Administrative Exp	\$ 9,514.00	\$ 4,189.97	\$ 16,216.85	170%
Total Administrative Expense	\$ 154,218.00	\$ 16,264.56	\$ 102,286.85	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,565.00	\$ 234.65	\$ 1,620.98	63%
Total Tenant Services Expenses	\$ 2,565.00	\$ 234.65	\$ 1,620.98	
Total Utility Expenses	\$ 101,020.00	\$ 15,128.88	\$ 70,913.94	70%
<i>Maintenance</i>				
Salaries	\$ 123,825.00	\$ 7,882.21	\$ 62,714.06	51%
Materials	\$ 35,447.00	\$ 2,876.92	\$ 17,849.92	50%
Contracts	\$ 64,761.00	\$ 5,565.91	\$ 36,831.92	57%
Total Maintenance Expenses	\$ 224,033.00	\$ 16,325.04	\$ 117,395.90	
<i>General Expenses</i>				
Insurance	\$ 31,343.00	\$ 2,611.90	\$ 18,283.30	58%
Employee Benefits	\$ 86,324.00	\$ 6,609.80	\$ 49,116.31	57%
Depreciation Expense	\$ 103,487.00	\$ 8,073.54	\$ 56,514.78	55%
PILOT	\$ 7,436.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 10,669.00	\$ 363.38	\$ 4,830.86	45%
Energy Perf Cont Expense	\$ 43,669.00	\$ 1,524.11	\$ 17,993.26	41%
Total General Expenses	\$ 282,928.00	\$ 19,182.73	\$ 146,738.51	
Total Expenses	\$ 764,764.00	\$ 67,135.86	\$ 438,956.18	57%
Surplus - (Deficit)	\$ 30,893.00	\$ (7,387.70)	\$ 139,730.82	

Percent of Budget Month 7 of 12

58%

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Vermillion Housing Authority
 Operating Statement - Public Housing - Merche AMP 103
 October 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 164,988.00	\$ 15,617.00	\$ 105,227.27	64%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,012.00	\$ 749.75	\$ 2,486.85	246%
Other Income	\$ 126,680.00	\$ 450.75	\$ 116,057.02	92%
Subsidy	\$ 296,410.00	\$ 27,075.00	\$ 192,833.00	65%
Total Revenue	\$ 589,090.00	\$ 43,892.50	\$ 416,604.14	71%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 41,497.00	\$ 3,389.46	\$ 25,497.53	61%
Legal	\$ 880.00		\$ 120.00	14%
PBA Mngt. Exp.	\$ 86,490.00	\$ 7,207.50	\$ 49,910.00	58%
Mileage/Travel/Training	\$ -	\$ 3.00	\$ 10.50	0%
Other Administrative Exp	\$ 9,022.00	\$ 2,995.48	\$ 9,691.92	107%
Total Administrative Expense	\$ 137,889.00	\$ 13,595.44	\$ 85,229.95	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,185.00	\$ 199.89	\$ 1,380.86	63%
Total Tenant Services Expenses	\$ 2,185.00	\$ 199.89	\$ 1,380.86	
Total Utility Expenses	\$ 87,332.00	\$ 13,536.68	\$ 68,052.68	78%
<i>Maintenance</i>				
Salaries	\$ 78,982.00	\$ 4,694.60	\$ 38,360.97	49%
Materials	\$ 18,471.00	\$ 1,853.27	\$ 15,476.32	84%
Contracts	\$ 39,261.00	\$ 3,954.21	\$ 27,975.63	71%
Total Maintenance Expenses	\$ 136,714.00	\$ 10,502.08	\$ 81,812.92	
<i>General Expenses</i>				
Insurance	\$ 25,687.00	\$ 2,140.55	\$ 14,983.85	58%
Employee Benefits	\$ 67,163.00	\$ 3,079.10	\$ 26,413.42	39%
Depreciation Expense	\$ 49,037.00	\$ 4,036.77	\$ 28,257.39	58%
PILOT	\$ 8,030.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 11,187.00	\$ (64.00)	\$ 7,811.89	70%
Energy Perf Cont Expense	\$ 36,391.00	\$ 1,270.08	\$ 14,952.83	41%
Total General Expenses	\$ 197,495.00	\$ 10,462.50	\$ 92,419.38	
Total Expenses	\$ 561,615.00	\$ 48,296.59	\$ 328,895.79	59%
Surplus - (Deficit)	\$ 27,475.00	\$ (4,404.09)	\$ 87,708.35	

Vermilion Housing Authority
 Operating Statement - Public Housing - County Properties AMP 104
 October 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 311,040.00	\$ 28,846.00	\$ 194,511.00	63%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest income	\$ 2,240.00	\$ 1,455.39	\$ 4,827.40	216%
Other income	\$ 239,206.00	\$ 1,987.50	\$ 227,091.40	95%
Subsidy	\$ 648,378.00	\$ 59,224.00	\$ 435,102.00	67%
Total Revenue	\$ 1,200,864.00	\$ 91,512.89	\$ 861,531.80	72%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 83,058.00	\$ 6,468.94	\$ 48,650.41	59%
Legal	\$ 5,718.00	\$ -	\$ (430.00)	-8%
PBA Mngt. Exp.	\$ 172,050.00	\$ 13,562.50	\$ 95,402.50	55%
Mileage/Travel/Training	\$ -	\$ 66.25	\$ 162.17	0%
Other Administrative Exp	\$ 16,791.00	\$ 1,293.06	\$ 10,308.06	61%
Total Administrative Expense	\$ 277,617.00	\$ 21,390.75	\$ 154,093.14	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 4,275.00	\$ 391.09	\$ 2,701.66	63%
Total Tenant Services Expenses	\$ 4,275.00	\$ 391.09	\$ 2,701.66	
Total Utility Expenses	\$ 176,988.00	\$ 12,802.08	\$ 95,461.67	54%
<i>Maintenance</i>				
Salaries	\$ 238,406.00	\$ 11,801.14	\$ 109,674.93	46%
Materials	\$ 71,893.00	\$ 4,463.49	\$ 29,853.10	42%
Contracts	\$ 85,607.00	\$ 8,808.90	\$ 63,482.19	74%
Total Maintenance Expenses	\$ 395,906.00	\$ 25,073.53	\$ 203,010.22	
<i>General Expenses</i>				
Insurance	\$ 59,565.00	\$ 4,963.75	\$ 32,941.90	55%
Employee Benefits	\$ 186,479.00	\$ 11,093.92	\$ 93,101.34	50%
Depreciation Expense	\$ 39,661.00	\$ 3,227.89	\$ 22,595.23	57%
PILOT	\$ 14,276.00	\$ -	\$ -	0%
Casualty Losses	\$ 5,000.00	\$ -	\$ -	0%
Collection Losses	\$ 30,888.00	\$ 970.00	\$ 8,566.07	28%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
Total General Expenses	\$ 335,869.00	\$ 20,255.56	\$ 157,204.54	
Total Expenses	\$ 1,190,655.00	\$ 79,913.01	\$ 612,471.23	51%
Surplus - (Deficit)	\$ 10,209.00	\$ 11,599.88	\$ 249,060.57	

Vermilion Housing Authority
 Operating Statement - HCV - Section 8
 October 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Fraud Recovery	\$ 25,000.00	\$ 1,649.88	\$ 13,172.07	53%
Interest Income	\$ 500.00	\$ 371.65	\$ 1,290.98	258%
Administrative Fees	\$ 290,685.00	\$ 32,563.00	\$ 214,661.00	74%
Total Revenue	\$ 316,185.00	\$ 34,584.53	\$ 229,124.05	72%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 138,763.00	\$ 12,730.02	\$ 81,820.95	59%
Legal	\$ 2,500.00	\$ -	\$ 700.00	28%
Mileage/Travel/Training	\$ 1,640.00	\$ -	\$ 898.25	55%
Other Administrative Exp	\$ 44,453.00	\$ 4,593.46	\$ 22,399.73	50%
Book-Keeping/Program Management Fee	\$ 66,528.00	\$ 8,424.00	\$ 58,110.00	87%
<i>Total Administrative Expense</i>	<i>\$ 253,884.00</i>	<i>\$ 25,747.48</i>	<i>\$ 163,928.93</i>	
<i>General Expenses</i>				
Insurance	\$ 5,833.00	\$ 486.08	\$ 3,402.56	58%
Employee Benefits	\$ 42,201.00	\$ 4,195.02	\$ 25,118.48	60%
Depreciation Expense	\$ 4,615.00	\$ 384.55	\$ 2,691.85	58%
<i>Total General Expenses</i>	<i>\$ 52,649.00</i>	<i>\$ 5,065.65</i>	<i>\$ 31,212.89</i>	
Total Expenses	\$ 306,533.00	\$ 30,813.13	\$ 195,141.82	64%
Surplus - (Deficit)	\$ 9,652.00	\$ 3,771.40	\$ 33,982.23	

Percent of Budget Month 7 of 12

58%

00000024

October 31, 2022

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	10/31/2022 Obligation
Operations 1406	\$ 239,749.00	\$ -	\$ 239,749.00	\$ -	0.0%	\$ 239,749.00
Mgmt. Improvements 1408						
IT Improvements	\$ 59,441.31	\$ -	\$ 59,441.31	\$ -		
Cameras	\$ 32,737.12	\$ 7,547.12	\$ 32,737.12	\$ -		
Marketing and Advertising	\$ -	\$ -	\$ -	\$ -		
Staff/Resident Council/Board Training	\$ 13,206.15	\$ -	\$ 13,206.15	\$ -		
Background Check Information	\$ 9,553.02	\$ -	\$ 9,553.02	\$ -		
	\$ 114,937.60	\$ 7,547.12	\$ 114,937.60	\$ -	0.0%	\$ 114,937.60
Administration 1410						
Administration Costs-PHA Wide	\$ 119,874.00	\$ -	\$ 119,874.00	\$ -	0.0%	\$ 119,874.00
Contract Administration 1480						
Architecture and Engineering Fees	\$ 88,148.15	\$ 5,901.88	\$ 88,148.15	\$ -		\$ 88,148.15
	\$ 88,148.15	\$ 5,901.88	\$ 88,148.15	\$ -	0.0%	\$ 88,148.15
Non-Dwelling Construction - Mechanical 1480						
Door Replacement	\$ 10,490.00	\$ -	\$ 10,490.00	\$ -		
	\$ 10,490.00	\$ -	\$ 10,490.00	\$ -	0.0%	\$ 10,490.00
Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 305,674.21	\$ -	\$ 305,674.21	\$ -		
Security Fencing - Fair Oaks	\$ -	\$ -	\$ -	\$ -		
Landscape Upgrades	\$ 106,796.49	\$ 1,851.85	\$ 106,796.49	\$ -		
	\$ 412,470.70	\$ 1,851.85	\$ 412,470.70	\$ -	0.0%	\$ 412,470.70
Dwelling Unit - Demolition 1480						
Demolition - Fair Oaks	\$ 213,078.55	\$ -	\$ 213,078.55	\$ -		
	\$ 213,078.55	\$ -	\$ 213,078.55	\$ -	0.0%	\$ 213,078.55
Total	\$ 1,198,748.00	\$ 15,300.85	\$ 1,198,748.00	\$ -	0.0%	\$ 1,198,748.00

Percent Obligated 100.0%

00000025

October 31, 2022

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	10/31/2022 Obligation
Operations 1406	\$ 256,526.80	\$ -	\$ 256,526.80	\$ -	0.0%	\$ 256,526.80
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 3,000.00	\$ -	\$ 163.24	\$ 2,836.76		
Background Check Information	\$ 8,000.00	\$ 291.45	\$ 2,757.30	\$ 5,242.70		
	\$ 11,000.00	\$ 291.45	\$ 2,920.54	\$ 8,079.46	73.4%	\$ 8,163.24
Administration 1410						
Administration Costs	\$ 128,263.40	\$ -	\$ 128,263.40	\$ -	0.0%	\$ 128,263.40
Non-Dwelling Interior 1480						
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
Dwelling Unit - Exterior 1480						
Window Replacement - Churchill Tower	\$ -	\$ -	\$ -	\$ -		
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -	\$ -		\$ -
Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 8,318.53	\$ -	\$ 8,318.53	\$ -		
Roadway Patching	\$ 189,940.01	\$ -	\$ 10,105.00	\$ 179,835.01		
	\$ 198,258.54	\$ -	\$ 18,423.53	\$ 179,835.01	90.7%	\$ 120,423.53
Dwelling Unit - Demolition 1480						
Demolition and Relocation - Fair Oaks	\$ 548,843.27	\$ 92,033.43	\$ 459,790.98	\$ 89,052.29		
	\$ 548,843.27	\$ 92,033.43	\$ 459,790.98	\$ 89,052.29	16.2%	\$ 546,843.27
Total	\$ 1,289,783.00	\$ 92,324.88	\$ 1,012,816.24	\$ 276,966.76	21.5%	\$ 1,207,111.23

Percent Obligated 93.6%

00000026

October 31, 2022

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	10/31/2022 Obligation
Operations 1406	\$ 392,598.60	\$ -	\$ 392,598.60	\$ -	0.0%	\$ 392,598.60
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 32,037.17	\$ -	\$ -	\$ 32,037.17		
Serve@nce System - Beeler, Fair Oaks	\$ 120,000.00	\$ 15,393.01	\$ 67,581.81	\$ 52,418.19		\$ 99,396.21
Staff Training	\$ 2,625.77	\$ -	\$ 2,625.77	\$ -		\$ 2,625.77
IT Improvements	\$ 30,337.06	\$ -	\$ 30,337.06	\$ -		\$ 30,337.06
Background Check Information	\$ 5,000.00	\$ 143.55	\$ 1,352.70	\$ 3,647.30		\$ 5,000.00
	\$ 190,000.00	\$ 15,536.56	\$ 101,897.34	\$ 88,102.66	46.4%	\$ 137,359.04
Administration 1410						
Administration Costs	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	100.0%	\$ -
Contract Administration 1480						
A/E Services	\$ 76,668.76	\$ 5,026.27	\$ 27,859.39	\$ 48,809.37		\$ 76,668.76
	\$ 76,668.76	\$ 5,026.27	\$ 27,859.39	\$ 48,809.37	63.7%	\$ 76,668.76
Dwelling Unit - Interior/Exterior 1480						
Unit Modernization - Fair Oaks	\$ -	\$ -	\$ -	\$ -		
Replace Lock Sets - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Replace Siding - Kennedy, Richie, Hubbard Trail, Hillcrest	\$ 450,000.00	\$ -	\$ -	\$ 450,000.00		\$ 450,000.00
Appliances - Boiler, Furnaces	\$ 146,688.82	\$ -	\$ 146,688.82	\$ -		\$ 146,688.82
Roof Replacement - Beeler	\$ 81,364.61	\$ -	\$ -	\$ 81,364.61		\$ 81,364.61
Roof Painting - Centennial Manor	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00		
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ 728,053.43	\$ -	\$ 146,688.82	\$ 581,364.61	79.9%	\$ 678,053.43
Non-Dwelling/Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 12,909.85	\$ -	\$ 12,909.85	\$ -		\$ 12,909.85
Roadway Paving	\$ 65,900.00	\$ -	\$ -	\$ 65,900.00		\$ -
Infrastructure Investment - Fair Oaks, Ramey	\$ -	\$ -	\$ -	\$ -		\$ -
Landscape Upgrades	\$ 36,155.22	\$ 6,423.15	\$ 29,253.37	\$ 6,901.85		\$ 29,253.37
	\$ 114,955.07	\$ 6,423.15	\$ 42,163.22	\$ 72,801.85	63.3%	\$ 42,163.22
Dwelling Unit - Demolition 1480						
Demolition - Fair Oaks, Ramey	\$ 420,707.14	\$ 15,200.00	\$ 420,707.14	\$ -		
	\$ 420,707.14	\$ 15,200.00	\$ 420,707.14	\$ -	0.0%	\$ 420,707.14
Total	\$ 1,962,993.00	\$ 42,185.98	\$ 1,131,914.51	\$ 831,078.49	42.3%	\$ 1,747,550.19

Percent Obligated 89.0%

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ROSS Grant - Vermilion Housing Authority
ROSS211574
October 2022

Start Date: 6/1/2021
Close Out Date: 5/31/2024

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available
Project Coordinator 1168					
Project Coordinator	\$ 137,616.00	\$ 4,270.40	\$ 67,843.20	\$ 69,772.80	50.7%
Training Costs 1268					
Training Costs	\$ 6,000.00	\$ 337.90	\$ 2,061.90	\$ 3,938.10	
	\$ 6,000.00	\$ 337.90	\$ 2,061.90	\$ 3,938.10	65.6%
Administrative Costs 1868					
Administrative Costs	\$ 14,340.00	\$ 216.30	\$ 1,971.10	\$ 12,368.90	
	\$ 14,340.00	\$ 216.30	\$ 1,971.10	\$ 12,368.90	86.3%
Total	\$ 157,956.00	\$ 4,824.60	\$ 71,876.20	\$ 86,079.80	54.5%

Vermilion Housing Authority
First Financial Bank - Authority Account
October 2022

Balance Sheet

Assets		
111105 Cash		320,684.21
Total Assets		<u>320,684.21</u>
 Liabilities		
2111 Accounts Payable		0.00
Total Liabilities		0.00
 Equity		
2820 Operating Reserves - Retained Earnings		320,627.80
Current Year Operating - Gain/(Loss)		56.41
Total Liabilities & Equity		<u>320,684.21</u>

Income Statement

	Current Month	Year to Date
Operating Revenue		
Interest Income	8.17	56.41
Other Income	0.00	0.00
Total Revenue	<u>8.17</u>	<u>56.41</u>
 Operating Expenses		
Other Administrative Expenses	0.00	0.00
Total Expenses	<u>0.00</u>	<u>0.00</u>
 Surplus - (Deficit)	 8.17	 56.41

00000029

Vermilion Housing Authority
Tenant Receivables Outstanding
PHAS Financial Indicator
October 2022

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-22	\$	58,507.92	6.60%
April-22	\$	59,163.96	6.69%
May-22	\$	51,297.12	5.80%
June-22	\$	46,463.14	5.25%
July-22	\$	52,814.65	5.97%
August-22	\$	32,357.35	3.66%
September-22	\$	39,397.11	4.45%
October-22	\$	37,723.96	4.26%
November-22			0.00%
December-22			0.00%
January-23			0.00%
February-23			0.00%
March-23			0.00%

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Vermilion Housing Authority

AP Expenditures

October 2022

Adonis D. Woods	\$200.00
Ameren Ip	\$22,831.74
Aqua Illinois Inc	\$14,846.25
Bacon & Van Buskirk	\$1,110.00
Better NOI	\$465.00
Botts Locksmith	\$167.00
Bowers Tree Experts	\$3,500.00
Brittany Savalick	\$69.25
Canady Laboratories, Inc.	\$398.40
Central Illinois Bank	\$649.57
City of Danville	\$7,003.47
City of Hoopston	\$2,805.12
Com Tec Systems Inc dba CTS Computer Center	\$6,539.00
Comcast Cable	\$706.40
Connor Company	\$21.42
Constellation NewEnergy, Inc.	\$431.93
Country Carpentry	\$2,720.00
Danville Sanitary District	\$9,132.75
Davis-Houk Mechanical Inc.	\$12,778.56
Doyle Thompson	\$50.00
Evans, Froehlich, Beth & Chamley	\$4,625.00
Farnsworth Group Inc.	\$10,928.15
Fastenal	\$337.68
First Nonprofit Unemployment Program	\$2,228.75
Georgetown Waterworks	\$2,670.63
Gibson Teldata, Inc.	\$26,932.98
Good n Wright	\$1,300.00
Grainger, Inc	\$3,158.95
Hd Supply Facilities Maintenance	\$8,247.20
Health Alliance	\$25,184.44
Housing-Renewal & Local Agency Retirement	\$12,072.74
Huber & Mudd LLC	\$1,480.00
Illini FS	\$2,084.80
Illinois Association of Housing Authorities	\$275.00
Illinois Notary "Discount" Bonding Co.	\$61.00
Illinois Office of the State Fire Marshal	\$370.00
Indiana Media Group	\$176.04
Jaclyn Vinson	\$51.75
Jorgenson Electric Inc.	\$2,672.00
Kelly Printing Company Inc.	\$238.00
Kone Inc.	\$891.91
Lahne Lawncare	\$805.00
Lowe's	\$5,875.19
Metropolitan Life Insurance Company	\$1,817.93
Municipal Water Utility	\$124.00
Murry L. Jefferson	\$948.00
Nakeisha R Roan	\$219.00
Nan Mckay & Associates Inc.	\$1,850.50

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Napa Auto Parts	\$22.48
NUSO, LLC	\$351.72
OSF Health Care Foundation - SHMC	\$150.00
Owens Excavating & Trucking LLC	\$92,033.43
PDQ Supply Inc.	\$838.08
Peerless Network	\$1,924.44
Quadient Finance USA, Inc	\$3,000.00
Quicklube Hoopeston	\$129.32
Quicklube South	\$291.00
Quill	\$2,616.84
Republic Services	\$8,547.56
Rogers Supply Company Inc.	\$1,790.68
S. Shafer Excavating Incorporated	\$15,200.00
Santanna Energy Services	\$502.06
Sparklight Business	\$613.19
Tamera Forthenberry	\$241.00
Terminix Company	\$5,414.00
The Lincoln National Life Insurance Co.	\$185.65
Thyssenkrupp Elevator Corporation	\$1,697.74
Verizon Wireless	\$267.25
Village of Fairmount	\$223.25
Village of Rossville	\$599.58
Vision Service Plan	\$151.99
Wagner Communications Inc.	\$879.22
Watson Tire & Automotive Inc.	\$2,025.95
Watts Copy System	\$462.97
Willie Hall and Son's Tree Service	\$4,775.00
Total for all Vendors	348,986.90

00000032



Memorandum

TO: Board of Commissioners
FROM: Amber McCoy, Chief Financial Officer
DATE: November 2, 2022
RE: Personnel Monthly Report for the Month of October 2022

1. The following personnel action was taken in October 2022:

Doyle Thompson – Maintenance Supervisor promoted to Director of Maintenance

2. Staff/Commissioners attended the following training through the Executive Office in October 2022:

Prevent Child Abuse Illinois Statewide Conference
Springfield, IL

Tamera Forthenberry
ROSS Coordinator

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
HOUSING AUTHORITY OF THE CITY OF DANVILLE (DBA
VERMILION HOUSING AUTHORITY)
AND
THE DANVILLE POLICE DEPARTMENT**

WHEREAS, the Housing Authority of the City of Danville (DBA Vermilion Housing Authority), hereinafter referred to as VHA, desires to provide for the safety and protection of the residents of the VHA housing complexes and to create a drug and crime free environment; and the Danville Police Department, hereinafter referred to as the DPD, desires to assist in these efforts, the VHA and DPD hereby agree to the following:

- A. The DPD agree to provide the services delineated below in addition to the normal baseline police services which include but are not limited to patrols, foot patrols, security checks of office buildings and residences, common hallways, and outdoor common areas.
- B. VHA shall provide DPD with its desired policing schedule each month. The DPD agree to make a good faith effort to fill VHA policing schedules with the understanding that staffing levels and other DPD requirements may preempt VHA schedules from time-to-time.
- C. The DPD agree to provide additional patrols on VHA properties, in a mutually agreed upon manner and at time periods mutually determined by VHA and the DPD on a monthly basis. The DPD reserve the right to reassign Police officers from these patrols in the event the officers are needed for priority calls for service when other officers are not available or the DPD require additional officers for an emergency.
- D. The DPD officers assigned to the VHA properties will provide police patrols and appropriate activity reports concerning the patrols. The officers will enforce all appropriate laws, ordinances, and regulations including those promulgated by the VHA.
- E. The DPD will bill the VHA by invoice at an adjusted time rate of \$55.00 per hour for the patrol hours on VHA properties above and beyond normal baseline services. The DPD agree to bill VHA on a monthly basis and the VHA agrees to reimburse the DPD on a monthly basis. The invoice submitted by the DPD will include the name of the officers working each detail, date of the detail, number of hours worked, agreed upon rate per hour, and the total due for the billed periods. The rate per hour may be increased by mutual written agreement, should reasonable changes occur within the DPD which would increase the costs for the assigned officers.

- F. VHA's desired monthly policing schedules are consistent with their budget constraints. The DPD agree to schedule officers so as to operate within the VHA monthly policing schedule and budget constraints for the time period. DPD shall not schedule officers beyond VHA's monthly policing schedule or bill for any additional services without the prior written approval and agreement of VHA.

- G. The DPD agree to provide the assigned officer with all necessary police equipment. The VHA agrees to provide a unit in the VHA Fair Oaks complex for use by the officers, if desired by the DPD, as a police office. The VHA agrees to provide on a temporary basis, when feasible, VHA vacant units for surveillance.

- H. The DPD will at all times be responsible for assigned officers and will provide all supervision, control, and direction of work for its officers. The DPD will designate a command officer who will act as the liaison between the DPD and VHA.

This Memorandum of Understanding will be effective December 1, 2022, for both the VHA and the DPD. This agreement supersedes the previous MOU's between the DPD and the VHA. This agreement shall continue in effect in one year increments, from its effective date. This agreement will automatically renew for subsequent annual periods. Either the VHA or the DPD may cancel this agreement at any time following the provision of a fifteen (15) day written notice to the other party with such notice delivered by certified mail with a return service requested.

Housing Authority of the City of Danville, IL (VHA)

City of Danville

BY: _____

BY: _____

Date: _____

Date: _____

RESOLUTION NO. 2022-33

**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 Memorandum of Understanding between the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority and Danville Police Department; 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 Memorandum of Understanding between the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority and Danville Police Department.
- 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 17th day of November, 2022.

Ayes _____ Nays _____ Absent _____

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

By: _____
Its: Chairman

Attest:

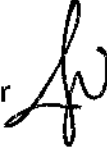
By: _____
Its: Secretary/Treasurer

00000037



MEMORANDUM

TO: Board of Commissioners

FROM: Jaclyn Vinson, Executive Director 

DATE: October 26, 2022

RE: Annual Maintenance Agreement – Emphasys Computer Systems

Please find attached the letter from Emphasys Computer Systems for our annual maintenance agreement.

This system is utilized throughout the Housing Authority to support all programs and financial needs.

The amount of this year's renewal is \$32,006.00. This compares to \$34,925.00 from last year.

We are recommending approval.

00000038



October 24, 2022

Accounts Payable,
Vermilion Housing Authority
1607 Clyman Lane
jvinson@vermillionhousing.com; amccoy@vermillionhousing.com;
Danville, IL 61832

Dear Customer:

Emphasys is pleased to have been servicing your business for many years, providing the industry's most reliable and feature rich public housing agency software. For the past 46 years we have been investing into the PHA industry and working diligently to provide the best PHA software solutions. We optimistically head into 2023 with a firm commitment for continued growth to the benefit of our valued customers.

Over the past five years, we have made over four-hundred notable updates and completed tens of thousands of support ticket requests. Additionally, we have invested in creating several new features to the Elite Software that have added significant value to our software product. Some of these features include:

- Structured and timely response to the Emergency Housing Voucher (EHV) Program
- Federally mandated upgrades to VMS reporting and 1099 MISC and NEC documentation
- Continuous releases of Elite versioning that replace the pre-existing Borland Database Engine (BDE) with the more stable ActiveX Data Objects (ADO)
- Improved response times with Elite calls by replacing .NET code with Delphi

In addition to continuing to build new products, Emphasys will not sunset or slow down our pace on developing and improving the Elite, MyHousing, and other software systems that our clients enjoy today. The Elite system is the foundational piece of our organization, and we remain committed to ensuring that it runs efficiently and affordably for years to come.

In light of the current economic environment with inflation rising to historic levels, and in order to continue to invest in our suite of products while providing the services you deserve, we are implementing price increases at the renewal dates of our agreement. Our renewal with you, the Vermilion Housing Authority is due soon. Your Agency's new renewal amount effective from January 1, 2023 is \$32,006, which includes Annual SMA Fee. The increases will support the continued improvements of our offering to you and your community.

We would like to take this opportunity to thank you for your continued support and partnership and look forward to continuing to serve you.

Sincerely,
The Emphasys PHA Management Team

Josh Beaver
Director of Sales and Marketing
JBeaver@emphasys-software.com

Please advise us of any information we should update. Your Accounting Contact is Qazi Asad Sami, PHA-Billing@emphasys-software.com. Please send any necessary Purchase Orders directly to Asad.

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RESOLUTION NO. 2022-34

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 \$32,006.00 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 \$32,006.00 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.
- 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 17th day of November, 2022.

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

00000043



BOARD COMMUNICATION

DATE: October 28, 2022
TO: Board of Commissioners
FROM: Executive Director, Jaclyn Vinson
SUBJECT: Staff Compensation Adjustment

This recommendation is to make a one-time compensation adjustment for the VHA staff at the end of calendar year 2022. The framework we are recommending is as follows:

<ul style="list-style-type: none">• If employee worked all 4 quarters, they will receive \$1,200.00.
<ul style="list-style-type: none">• If employee was employed for some quarters, but not all, they will be entitled to compensation according to the business days which they were employed in that quarter.
<ul style="list-style-type: none">• Part time employees will be compensated at a prorated rate based on hours worked.

The estimated amount of the adjustment would be \$27,061.08 and with taxes would total approximately \$30,607.98. This would be paid out of the traditional salary accounts.

We are recommending approval of this compensation adjustment as we believe that our staff is truly deserving of this bonus. From handling a tumultuous year through the second year of the pandemic, to new additions to the team, to hitting benchmarks and maintaining performance measures, the current VHA staff truly embodies the mission of the Housing Authority and works to ensure our organization remains an active community partner.

00000042

RESOLUTION NO. 2022-35

**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 a one-time compensation package to the full-time staff based on the number of quarters in which they were fully employed by the agency along with the costs of FICA taxes estimating \$30,607.98; 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 one-time compensation package to the full-time staff based on the number of quarters in which they were fully employed by the agency along with the costs of FICA taxes estimating \$30,607.98.
- 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 17th day of November, 2022.

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

2023 HOLIDAYS**DATE**

New Year's Day	Monday, January 2 nd
Martin Luther King, Jr. Birthday	Monday, January 16 th
President's Day	Monday, February 20 th
Good Friday	Friday, April 7 th
Memorial Day	Monday, May 29 th
Juneteenth	Monday, June 19 th
Independence Day	Tuesday, July 4 th
Labor Day	Monday, September 4 th
Veteran's Day (Observed)	Friday, November 10 th
Thanksgiving Day	Thursday, November 23 rd
Day after Thanksgiving Day	Friday, November 24 th
Christmas Day	Monday, December 25 th
Discretionary Holiday (1)	Monday, July 3 rd
Discretionary Holiday (2)	Tuesday, December 26 th

Board of Commissioners 2023 Meeting Schedule (3rd Thursday of the month)

"Out of abundance of caution as it relates to COVID-19, we are suggesting that all 2023 VHA Board of Commissioners Meetings be held at the VHA Administration Building"

2023 DATE**TIME****LOCATION**

January 19	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
February 16	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
March 15	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
April 20	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
May 18	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
June 15	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
July 20	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
August 17	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
September 21	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
October 19	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
November 16	4:00 p.m.	Administration Bldg., 1607 Clyman Lane
December 21	4:00 p.m.	Administration Bldg., 1607 Clyman Lane

00000045

RESOLUTION NO. 2022-36

**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 2023 Holiday and Board of Commissioners Meeting Schedule; 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 2023 Holiday and Board of Commissioners Meeting Schedule.
- 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 17th day of November, 2022.

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

00000047

BY-LAWS OF
THE HOUSING AUTHORITY
OF THE CITY OF DANVILLE, ILLINOIS,
d/b/a VERMILION HOUSING AUTHORITY

(As Amended by the Board of Commissioners ~~January 16, 2020~~)

ARTICLE I

THE AUTHORITY

SECTION 1. NAME OF THE AUTHORITY. The name of the Authority shall be the "Housing Authority of the City of Danville, Illinois ~~d/b/a Vermilion Housing Authority~~".

SECTION 2. SEAL OF THE AUTHORITY. The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

SECTION 3. OFFICE OF THE AUTHORITY. The office of the Authority shall be at 1607 Clyman Lane in the City of Danville, Illinois, but the Authority may hold its meetings at such other place as it may designate by resolution. (As amended August 9, 1943, Resolution No. 43-340; November 15, 1990, Resolution No. 90-96; May 21, 1992, Resolution No. 92-35.)

ARTICLE II

SECTION 1. OFFICERS. The officers of the Authority shall be a Chairman, a Vice-Chairman, and a Secretary-Treasurer.

SECTION 2. CHAIRMAN. The Chairman shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority. At each meeting the Chairman shall submit such recommendations and information, as he/she may consider proper concerning the business affairs and policies of the Authority. The Chairman shall designate the spokesperson with media and that person shall be the Executive Director or himself/herself. (As amended November 15, 1990, Resolution No. 90-96; January 16, 2020, Resolution No. 2020-1).

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SECTION 3. VICE CHAIRMAN. The Vice Chairman shall perform the duties of the Chairman in the absence or incapacity of the Chairman; and in case of the resignation or death of the Chairman, the Vice Chairman shall perform such duties as are imposed on the Chairman until such time as the Authority shall select a new Chairman.

SECTION 4. SECRETARY-TREASURER. The Executive Director, acting as Secretary-Treasurer for the Board of Commissioners, shall have general supervision over the administration of its business and affairs subject to the direction of the Authority. (As amended February 6, 1940, Resolution No. 40-12).

He/she shall keep the records of the Authority, shall act as secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to his/her office. He/she shall keep in safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

He/she shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority at such bank or banks as the Authority may select. He/she shall sign all orders and checks for the payment of money and shall pay out and disperse such monies under the direction of the Authority. Except as otherwise authorized by resolution of the Authority, all such orders and checks shall be countersigned by the Chairman or his/her designee. He/she shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority, at each regular meeting (or more often when requested), an account of his/her transactions and also of the financial condition of the Authority. He/she shall give such bond for faithful performance of his/her duties as the Authority may designate.

The compensation of the Secretary-Treasurer shall be determined by the Authority, provided

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that a temporary appointee selected from among the Commissioners of the Authority shall serve without compensation (other than the payment of necessary expenses). (As amended August 20, 2009, Resolution No. 09-18).

SECTION 5. ADDITIONAL DUTIES. The officers of the Authority shall perform such other duties and functions as may, from time to time, be required by the Authority of the By-Laws or rules and regulations of the Authority.

SECTION 6. ELECTION OR APPOINTMENT. The Chairman and Vice Chairman shall be elected at the Annual Meeting of the Authority from among the Commissioners of the Authority, and shall hold office for one year or until their successors are elected and qualified.

The Secretary-Treasurer shall be appointed by the Authority. Any person appointed to fill the office of Secretary-Treasurer, or any vacancy therein, shall have such term as the Authority fixes, but no Commissioner of the Authority shall be eligible to this office except as a temporary appointee.

Commissioner appointments will be made by the City of Danville City Council and the Vermilion County Board. The City of Danville Council will hold five (5) seats to appoint, while the Vermilion County Board will hold two (2) seats to appoint. A resident commissioner can be appointed, if a candidate is presented, and will be made by either the County Board or the City of Danville, depending on the location in which that resident resides. (As amended January 16, 2020, Resolution No. 2020-1).

SECTION 7. VACANCIES. Should the office of Chairman or Vice Chairman become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Secretary-Treasurer becomes vacant, the Authority shall appoint a successor, as aforesaid.

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SECTION 8. ADDITIONAL PERSONNEL. The Authority may, from time to time, employ such personnel, as it deems necessary to exercise its powers, duties and functions as prescribed by the Housing Authorities Act of Illinois and other laws of the State of Illinois applicable thereto. The selection and compensation of such personnel (including the Secretary-Treasurer) shall be determined by the Authority subject to the laws of the State of Illinois.

SECTION 9. TRAINING. All newly appointed Commissioners must attend an orientation with the Executive Director to discuss the positions responsibilities, By-laws and policies of the Housing Authority prior to being seated on the Board of Commissioners. All newly appointed Commissioners, upon being seated, must participate in monthly Commissioner-oriented training topics as presented as part of the monthly Board meetings (As amended August 20, 2009, Resolution No. 09-18; December 19, 2013, Resolution No. 13-23; January 16, 2020, Resolution No. 2020-1).

ARTICLE III

MEETINGS

SECTION 1. ANNUAL MEETING. The Annual Meeting for the Authority shall be at 4 5 o'clock p.m., immediately prior to the regular meeting of the Authority in the month of October at the regular meeting place of the Authority. In the event such date shall fall on a Sunday or a legal holiday, the Annual Meeting shall be held on the next succeeding secular day. (As amended October 3, 1951, Resolution 51-484; November 15, 1990, Resolution No. 90-96; March 23, 1995, Resolution No. 95-24; November 18, 1999 Resolution No. 99-91).

SECTION 2. REGULAR MEETINGS. Regular meetings shall be held, with notice, alternately, in the Administration Building, 1607 Clyman Lane, in the Community Rooms at Mer Che Manor, 723 N. Oak Street, Danville, IL, Churchill Towers, 101 E. Seminary Street, Danville, IL, Centennial

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Manor, 426 E. Honeywell Avenue, Hoopeston, IL and at 407 Kennedy Drive, Georgetown, IL, on the third Thursday of every month at 4:50 o'clock p.m. or on such day as the Commissioners shall by resolution determine. (As amended October 3, 1951, Resolution No. 51-483; January 7, 1954, Resolution No. 54-611; December 2, 1954, Resolution No. 54-654; December 15, 1987, Resolution No. 87-64; November 15, 1990, Resolution No. 90-96; June 18, 1992, Resolution No. 92-44; March 23, 1995, Resolution No. 95-24; January 16, 2020, Resolution No. 2020-1).

SECTION 3. SPECIAL MEETINGS. The Chairman of the Authority may, when he/she deems it expedient, and shall, upon the written request of two members of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be delivered to each member of the Authority or may be mailed to the business or home address of each member of the Authority, plus any media requesting such notice, to arrive forty-eight (48) hours prior to the date of such meeting. At such special meeting no business shall be considered other than designated in the call. (As amended February 16, 1995, Resolution No. 95-10).

SECTION 4. QUORUM. The powers of the Authority shall be vested in the Commissioners thereof in office from time to time. Four Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its power and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Authority upon a vote of a majority of the Commissioners present. (As amended October 21, 1993, Resolution No. 93-68).

SECTION 5. ORDER OF BUSINESS. At the regular meeting of the Authority the following example may be the written order of business, or by a majority aye vote may be amended as needed:

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1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Public and Resident Comments
5. Approval of the Minutes
6. Police Reports
7. Department Reports:
 - (a) Public Housing
 - (b) HCV
 - (c) Finance
 - (d) Personnel
8. New Business
9. Other Business
10. Closed Session, if needed
11. Chairman/Commissioner's Comments
12. Adjournment

All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Authority. (As amended November 15, 1990, Resolution No. 90-96; March 18, 1993, Resolution No. 93-20; February 16, 1995, Resolution No. 95-10; August 20, 2009, Resolution No. 09-18; January 16, 2020, Resolution No. 2020-1).

SECTION 6. MANNER OF VOTING. The voting on all questions coming before the Authority relating to finance, personnel, and policy shall be made by roll call and the ayes and nays shall be entered upon the minutes of such meetings. All other questions or actions coming before the Authority can be taken by voice vote with a majority rule. (As amended June 16, 1988, Resolution No. 88-52).

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SECTION 7. ATTENDANCE. The Commissioners of the Authority are expected to attend all monthly meetings, special board meetings and the annual meeting. Should a board member be absent from two (2) or more consecutive board meetings of any nature, or be absent from three (3) of all regular, special or annual board meetings within a twelve (12) month period, the Chairman of the Board, or anyone he/she may designate, shall, in writing, inform the Mayor of the City of Danville or the Vermilion County Board Chairman, whichever is responsible for the appointment, that the board member is in violation of the attendance requirement as set forth in the By-Laws of the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority and is in neglect of his/her duties, and shall recommend removal of the board member by the presiding officer, pursuant to Illinois law. (As amended October 21, 1999, Resolution No. 99-81; August 20, 2009, Resolution No. 09-18; January 16, 2020, Resolution No. 2020-1).

SECTION 8. AMENDMENTS. Any proposed amendment to this agreement must be submitted in writing to the Board of Commissioners for discussion at a regular Board Meeting. Action on the proposed amendment may not take place prior to the following regularly scheduled Board Meeting. The amendment will be ratified by a three-fifths vote of the members of the Board. The amendment itself provides otherwise. (As amended November 15, 1990, Resolution No. 90-96; October 21, 1999, Resolution No. 99-81).

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