

Vermilion Housing Authority



Board of Commissioners

October 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

TO: All Interested Parties

FROM: Jaclyn Vinson, Executive Director 

DATE: October 13, 2022


SUBJECT: Board of Commissioners Annual Meeting

The annual 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, October 20, 2022 at 4:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois.**

JV:sjh



TO: Board of Commissioners

FROM: Jaclyn Vinson, Executive Director 

DATE: October 13, 2022

SUBJECT: Board of Commissioners Annual Meeting

The annual 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, October 20, 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:sjh
Enclosures



**ANNUAL MEETING
FAIR OAKS ADMINISTRATION BUILDING
BOARD ROOM
THURSDAY, OCTOBER 20, 2022 at 4:00 P.M.**

AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of October 21, 2021 minutes
5. Election of Officers
6. Appointment of Secretary-Treasurer
7. Adjournment

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

**MINUTES OF
OCTOBER 21, 2021
ANNUAL BOARD MEETING**

The Board of Commissioners of the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority met in annual session on October 21, 2021 at 4:05 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois. Chairman O'Shaughnessy asked everyone stand and recite the "Pledge of Allegiance." Upon roll call requested by Chairman O'Shaughnessy those present and absent were:

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

Chairman O'Shaughnessy called for any additions or deletions to the agenda. Being none, Chairman O'Shaughnessy called for a motion to approve the agenda as presented. Commissioner Witzel moved that the agenda be approved as presented; motion was seconded by Vice Chairman Parks. Upon a unanimous aye vote, approval was granted.

Chairman O'Shaughnessy then called for any additions or deletions to the minutes from the October 15, 2020 annual meeting. Being none, Chairman O'Shaughnessy called for a motion to approve the minutes. Vice Chairman Parks moved that the minutes of the October 15, 2020 annual meeting be approved. Commissioner Witzel seconded the motion. Upon a unanimous aye vote, approval was granted.

Chairman O'Shaughnessy stated the next item was the election of officers for the 2021-2022 year and stated that he would preside over the elections. He then declared the office of Board Chairman vacant and asked for a nomination for Chairman of the Board of Commissioners. Commissioner Miller nominated Commissioner O'Shaughnessy as Chairman for the ensuing year, seconded by Commissioner Witzel. Chairman O'Shaughnessy called for nominations for the position of Chairman another two times. There being no further nominations, Commissioner O'Shaughnessy asked for a motion to close the nominations for Chairman. Commissioner Parks moved that the nominations for Chairman be closed, seconded by Commissioner Boyd. Upon a unanimous aye vote, nominations for Chairman were closed. Commissioner O'Shaughnessy requested a motion to elect Commissioner O'Shaughnessy as Chairman. Commissioner Boyd moved to elect Commissioner O'Shaughnessy as Chairman, seconded by Commissioner Witzel. Upon a unanimous aye vote, Commissioner O'Shaughnessy was declared Chairman of

the Board.

Chairman O'Shaughnessy then declared the position of Vice Chairman vacant and asked for a nomination for Vice Chairman of the Board of Commissioners. Commissioner Witzel nominated Commissioner Miller as Vice Chairman, seconded by Commissioner Boyd. Chairman O'Shaughnessy called for nominations for the position of Vice Chairman another two times. There being no further nominations, Chairman O'Shaughnessy asked for a motion to close the nominations for Vice Chairman. Commissioner Parks moved that nominations for Vice Chairman be closed, seconded by Commissioner Boyd. Chairman O'Shaughnessy requested a motion to elect Commissioner Miller as Vice Chairman. Commissioner Boyd moved to elect Commissioner Miller as Vice Chairman, seconded by Commissioner Witzel. Upon a unanimous aye vote, Commissioner Miller was declared Vice Chairman of the Board.

Chairman O'Shaughnessy stated that a Secretary/Treasurer needs to be appointed for the ensuing year. Commissioner Parks stated that he moves to reappoint Jaclyn Vinson, Executive Director, to the position. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy asked all in favor by acclamation signify by saying "aye". Upon a unanimous aye vote, Chairman O'Shaughnessy declared Jaclyn Vinson, Executive Director, as Secretary/Treasurer.

There being no further business to come before the Board at the Annual Meeting, Chairman O'Shaughnessy stated that he would entertain the idea of adjournment. Commissioner Boyd moved that the meeting be adjourned, that motion was seconded by Commissioner Witzel. Upon a unanimous aye vote, the meeting was adjourned at 4:10 p.m.

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

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



Vermilion Housing Authority

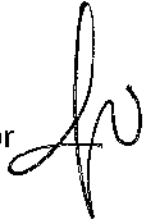
1607 Clyman Lane

Danville, IL 61832

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

Jaclyn Vinson, Executive Director

TO: All Interested Parties

FROM: Jaclyn Vinson, Executive Director 

DATE: October 13, 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, October 20, 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: September 12, 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, October 20, 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 OR VIA TELECONFERENCE
THURSDAY, OCTOBER 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 October 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 September 15, 2022 - VHA Board Minutes (pages 1- 8)
6. Police Reports (pages 9-10)
7. Department Reports:
 - (a) Public Housing (pages 11-13)
 - (b) HCV (pages 14-15)
 - (c) Finance (pages 16-33)
 - (d) Personnel (page 34)
8. New Business [all the below items – roll call vote]
 - * (a) County Buildings Siding Replacement Project Award (pages 35-39)
 - * (b) Destruction of verbatim recordings of Board of Commissioners meetings from January 2018 to December 2018 and January 2019 to December 2019 (pages 40-42)

9. Other Business
 - (a) Project Updates
 - (b) Audit Review

10. Closed Session for Real Estate Matters
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 Vermilion 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

11. Chairman/Commissioner Comments

12. Adjournment

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

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

MINUTES OF
SEPTEMBER 15, 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 September 15, 2022 at 4:07 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois and via Zoom. 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: Carla Boyd, Vice Chairman – Gary Miller, Chairman – Pat O'Shaughnessy, Lindsay VanFleet and Deanna Witzel (4:09 p.m.)
ABSENT: Harsha Gurujal and Courtney Watson
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 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 Boyd 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, L. VanFleet and C. Boyd
NAYES: None
ABSENT: H. Gurujal, C. Watson and D. Witzel

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 August 18, 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. Vice Chairman Miller made a motion that the minutes from the August 18, 2022 Regular Board Meeting Minutes be approved. Commissioner Boyd seconded the motion. Chairman O'Shaughnessy called

for a roll call vote to approve the minutes of the July 21, 2022 Regular Board Meeting Minutes and Closed Session Minutes which produced the following:

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

Chairman O'Shaughnessy asked for item number 6 on the agenda – Police Reports. Mrs. Vinson stated there were 15 police calls for August. 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 August report. She stated they were at 97% occupancy for August at all AMPs. She said there is no report for the ROSS Grant.

(b) HCV/Section 8 – Brittany Savalick went over the August report. She stated they were at 429.

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

(d) Personnel – Amber McCoy went over the August 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 – A/E Project Management for Centennial Manor Roof Repairs; Project Change order – Ramey Court; Infrastructure Improvement Project – AMP 101 – Redden Court Parking Lot and A/E Project Management for Fair Oaks Waterline Replacement.

(a) A/E Project Management for Centennial Manor Roof Repairs – Mrs. Vinson went over the proposal. Chairman O'Shaughnessy asked if there were any questions. None were presented. Vice Chairman Miller made a motion to approve A/E Project Management for Centennial Manor Roof Repairs. Commissioner Witzel seconded it.

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RESOLUTION NO. 2022-28

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 project management with Farnsworth Group for Centennial Manor Roof Repairs for \$14,500.00; 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 project management with Farnsworth Group for Centennial Manor Roof Repairs for \$14, 500.00.
- 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.

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Chairman O'Shaughnessy called for a roll call vote to approve A/E Project Management for Centennial Manor Roof Repairs which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(b) Project Change Order – Ramey Court – Mrs. Vinson went over the change order. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner Boyd made a motion to approve the Project Change Order – Ramey Court. Commissioner Witzel seconded it.

RESOLUTION NO. 2022-29

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 a change order for our contract with Shafer Excavating for Ramey Court Demolition Project not to exceed \$13,828.30; 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.

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- Section 2. Approval of a change order for our contact with Shafer Excavating for Ramey Court Demolition Project not to exceed \$13,828.30.
- 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 Project Change Order – Ramey Court which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(c) Infrastructure Improvement Project – AMP 101 – Redden Court Parking Lot. Mrs. Vinson went over the proposals. Chairman O'Shaughnessy asked if there were any questions. 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 Infrastructure Improvement Project – AMP 101 – Redden Court Parking Lot. Commissioner Boyd seconded it.

RESOLUTION NO. 2022-30

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

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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 contract with Owens Excavating for Fair Oaks Redden Court Parking Lot Improvement not to exceed \$102,000.00; 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 the contract with Owens Excavating for Fair Oaks Redden Court Parking Lot Improvement not to exceed \$102,000.00.
- 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 Infrastructure Improvement Project – AMP 101 – Redden Court Parking Lot which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(d) A/E Project Management for Fair Oaks Waterline Replacement. Mrs. Vinson went over the proposal. Chairman O'Shaughnessy asked if there were any

questions. A question and answer session followed. Chairman O'Shaughnessy asked if there were any other questions. None were presented. Vice Chairman Miller made a motion to approve the A/E Project Management for Fair Oaks Waterline Replacement. Commissioner Witzel 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 the project management with Farnsworth Group for Fair Oaks Waterline Replacement for \$16,900.00; 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 project management with Farnsworth Group for Fair Oaks Waterline Replacement for \$16,900.00.
- 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.

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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 A/E Project Management for Fair Oaks Waterline Replacement which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(a) Project Updates – Mrs. Vinson went over the project updates.

Chairman O'Shaughnessy as for item 10 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 Boyd 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:

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

The meeting was adjourned at 4:25 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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Total Police Calls		FY 2023		FY 2022		FY 2023		FY 2022		2023		2022	
YTD Police:		77		116									
March:				15									
February:				9									
January:				13									
December:				14									
November:				25									
October:				30									
September:				6	15								
August:				15	12								
July:				12	22								
June:				15	21								
May:				16	26								
April:				13	20								
Total Calls for the Month:		6		116		77		116					

FO - Fair Oaks
BT - Beeler Terrace
MC - Mer Che
CF - Churchill
MCT - Madison Court
CM - Centennial Manor
PVC - Parkview Court
KC - Kennedy Court
*Includes County Properties as well

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Monthly Occupancy September 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	177	185	96%
GRAND TOTAL THIS MONTH	534	544	98%
GRAND TOTAL LAST MONTH	528	544	97%

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SEPTEMBER 2022 Board Report

Resident Opportunity & Self Sufficiency (ROSS)

Meetings:

- ROSS Brainstorming Sessions
- Igrow Zoom mtg. – District 118
- Housing Operations Weekly 1-1
- CoC (Continuum of Care) mtg.
- STEP UP mtg.
- AED (Access, Equity and Diversity) mtg.
- Housing Operations staff meeting
- AJC (American Jobs Center) Zoom mtg.
- Income/Poverty Workgroup Zoom mtg.

Trainings:

- ROSS/Communities of Practice Training III – Your Money, Your Goals
- DACC Mental Health Series: Anxiety, Worry and Concern
- Prevent Child Abuse Illinois Zoom Training - Poverty: Cycles of Risk
- VHA staff training: Sexual Harassment
- Childhood Neglect Prevention: Exploring the Basics Confirmation

Referrals:

- Referrals made to Community Organizations/Services
 - 1 – Fair Hope
 - 1 – Worksource
 - 2 – DACC GED
 - 1 – American Jobs Center

Program:

- ROSS assessments/appointments
 - 11 scheduled/ 6 attended
- Transportation (DMT Tickets)
 - 2
- Assisted residents with job search and referrals
 - 4
- Housekeeping Class

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- 18 PH (Public Housing) residents scheduled/ 3 attended
- Met with residents at Centennial Manor

Housing Choice Voucher September 2022 Board Report

UTILIZATION

- New Admissions: 9
- Terminations: 6
 - 3-Program Compliance
 - 2-Voluntary
 - 1-Deceased

During the month of September, we made an offer for HCV Eligibility Specialist scheduled to start in October. She will hit hard the waiting list and a strategic plan will be devised regarding opening our waiting list and keeping focus on continuously pulling from our list and housing families.

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										0
11	455										0
12	453										0
Grand Total	5629	46	2582	147	27	343	487	74	89	68	3863

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%
YTD	7,280	3,443	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
YTD	\$1,916,522	\$1,689,467	88%	\$490.70

UMA- Unit Months Available

UML- Unit Months Leased

ABA- Annual Budget Authority

HAP- Housing Assistance Payment

PUC- Per Unit Cost (Average)



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

Public Housing Operating Fund

	September 2022	FY 23 YTD
COCC	\$(13,406.66)	\$130,151.10
AMP 101	\$80,236.36	\$369,631.13
AMP 102	\$(6,349.71)	\$147,118.52
AMP 103	\$(709.79)	\$92,112.44
AMP 104	\$3,251.61	\$237,460.69
Total	\$63,021.81	\$976,473.88

Housing Choice Voucher - Section 8

Section 8 is currently showing a loss of **\$1,791.97** for the month and an overall gain of **\$30,210.83** for the year.

Public Housing Capital Fund

Capital Fund 2019, HACD, funds were drawn down in the amount of **\$7,435.81**. Capital Fund 2020, HACD, funds were drawn down in the amount of **\$261.30**. Capital Fund 2020, VCHA, funds were drawn down in the amount of **\$43,748.53**, this was the final draw, and the grant is now closed. Capital Fund 2021, VHA, funds were drawn down in the amount of **\$353,283.65**.

Notable AP Expenditures

Farnsworth Group Inc.	\$13,517.42	A&E Fees – demo, signage, and siding.
Venture Mechanical Contractors, INC.	\$99,193.57	Churchill Tower boiler replacement.
M & O Environmental Company	\$141,000.00	Ramey Court asbestos removal.
S. Shafer Excavating Incorporated	\$150,628.30	Ramey Court demolition.

ROSS Grant Funding

ROSS funds were drawn down in the amount of \$7,089.40.

Tenant Receivables Outstanding

Tenant accounts receivables for the month have increased in total to \$39,397.11.

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Vermilion Housing Authority
Balance Sheet - Detail
 Reporting for periods as of 9/30/2022

<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	4,537,997.39	4,537,997.39	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	398,566.71
111700 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
112000 Interfund	784.80	(4,099,640.42)	2,824,288.83	279,770.59	199,932.09	796,433.71	(595.12)
112200 AR Tenants	39,397.11	0.00	33,149.61	325.25	(1,017.50)	6,939.75	192,620.38
112265 Allow Doubtful /	(23,850.49)	0.00	(12,515.47)	(2,203.00)	(3,622.50)	(5,509.52)	(192,620.38)
112500 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121100 Prepaid WC	15,054.30	15,054.30	0.00	0.00	0.00	0.00	0.00
121101 Prepaid Ins	48,171.56	143.53	18,879.48	7,835.65	6,421.61	14,891.29	1,458.19
121102 Prepaid Soft	0.00	0.00	0.00	0.00	0.00	0.00	1,309.70
121103 Prepaid HCV	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00
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	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	(39,672,909.58)	(1,262,574.68)	(13,291,539.61)	(11,617,469.81)	(4,811,297.33)	(8,690,028.15)	(11,536.50)
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	\$ 13,775,956.80	\$ 506,536.54	\$ 5,425,090.99	\$ 2,193,962.59	\$ 1,824,295.52	\$ 3,826,071.16	\$ 413,525.98
Liability							
211100 Acct Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211400 Sec Dep	64,019.00	0.00	23,500.00	9,049.00	4,250.00	27,220.00	0.00
211704 Health Ins	(25,184.44)	(25,184.44)	0.00	0.00	0.00	0.00	0.00
211705 Dental Ins	(1,707.29)	(1,707.29)	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211725 Vision	(75.81)	(75.81)	0.00	0.00	0.00	0.00	0.00
211726 Life Ins	(172.32)	(172.32)	0.00	0.00	0.00	0.00	0.00
211906 Res Training	19,956.15	0.00	867.26	4,692.98	2,680.62	11,715.29	0.00
211913 Scrap	1,140.43	1,140.43	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	11,784.25	0.00	5,302.83	3,535.32	2,946.10	0.00	0.00
213302 EPC Replace	2,206.44	0.00	508.85	697.26	1,000.33	0.00	0.00
213700 PILOT	(1.00)	0.00	6,271.00	(1,819.00)	(1,474.00)	(2,979.00)	0.00
224000 Propald Rents	16,190.90	0.00	1,890.17	2,649.93	787.20	10,863.60	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	\$ 1,699,112.92	\$ (21,139.61)	\$ 759,027.84	\$ 499,288.66	\$ 410,279.06	\$ 51,656.97	\$ 2,828.31
Equity							
280200 Net Fix 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	108,228.98
Total	\$ 11,100,370.00	\$ 397,525.05	\$ 4,296,432.02	\$ 1,547,555.41	\$ 1,321,904.02	\$ 3,536,953.50	\$ 351,736.84
Current Year HAP +/-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 28,750.00
Current Year Oper +/-	\$ 976,473.88	\$ 130,151.10	\$ 369,631.13	\$ 147,118.52	\$ 92,112.44	\$ 237,460.69	\$ 30,210.83
Current Year Net Assets	\$ 976,473.88	\$ 130,151.10	\$ 369,631.13	\$ 147,118.52	\$ 92,112.44	\$ 237,460.69	\$ 58,960.83
Total Equity	\$ 12,076,843.88	\$ 527,676.15	\$ 4,666,063.15	\$ 1,694,673.93	\$ 1,414,016.46	\$ 3,774,414.19	\$ 410,697.67
Liabilities & Net Assets	\$ 13,775,956.80	\$ 506,536.54	\$ 5,425,090.99	\$ 2,193,962.59	\$ 1,824,295.52	\$ 3,826,071.16	\$ 413,525.98

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 885,288.00	\$ 82,598.52	\$ 458,068.82	52%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 7,226.00	\$ 2,964.47	\$ 10,218.20	141%
Other Income	\$ 906,327.00	\$ 7,672.76	\$ 656,095.59	72%
Subsidy	\$ 2,916,028.00	\$ 280,631.00	\$ 1,761,108.00	60%
Total Revenue	\$ 4,714,869.00	\$ 373,866.75	\$ 2,885,490.61	61%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 627,152.00	\$ 64,295.23	\$ 288,799.10	46%
Legal	\$ 14,952.00	\$ 8,805.95	\$ 21,395.95	143%
PBA Mngt. Exp.	\$ -	\$ (8,482.50)	\$ (49,686.00)	0%
Mileage/Travel/Training	\$ 9,626.00	\$ 1,329.23	\$ 6,354.91	66%
Other Administrative Exp	\$ 83,385.00	\$ 5,757.04	\$ 45,458.42	55%
<i>Total Administrative Expense</i>	<i>\$ 735,115.00</i>	<i>\$ 71,704.95</i>	<i>\$ 312,322.38</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 12,635.00	\$ 1,156.33	\$ 6,829.03	54%
<i>Total Tenant Services Expenses</i>	<i>\$ 12,635.00</i>	<i>\$ 1,156.33</i>	<i>\$ 6,829.03</i>	
<i>Total Utility Expenses</i>	<i>\$ 616,444.00</i>	<i>\$ 45,321.60</i>	<i>\$ 279,615.86</i>	<i>45%</i>
<i>Maintenance</i>				
Salaries	\$ 765,845.00	\$ 61,472.35	\$ 305,254.93	40%
Materials	\$ 232,851.00	\$ 16,563.99	\$ 113,017.13	49%
Contracts	\$ 384,779.00	\$ 39,481.95	\$ 219,617.96	57%
<i>Total Maintenance Expenses</i>	<i>\$ 1,383,475.00</i>	<i>\$ 117,518.29</i>	<i>\$ 637,890.02</i>	
<i>General Expenses</i>				
Insurance	\$ 192,687.00	\$ 2,936.17	\$ 83,222.02	43%
Employee Benefits	\$ 677,091.00	\$ 57,870.93	\$ 281,797.89	42%
Depreciation Expense	\$ 323,639.00	\$ 24,347.19	\$ 146,083.14	45%
PILOT	\$ 29,742.00	\$ -	\$ -	0%
Casualty Losses	\$ 16,000.00	\$ (22,492.00)	\$ 33,603.53	0%
Collection Losses	\$ 100,414.00	\$ 7,401.14	\$ 71,912.37	72%
Energy Perf Cont Expense	\$ 145,563.00	\$ 5,080.34	\$ 55,740.49	38%
<i>Total General Expenses</i>	<i>\$ 1,485,136.00</i>	<i>\$ 75,143.77</i>	<i>\$ 672,359.44</i>	
Total Expenses	\$ 4,232,805.00	\$ 310,844.94	\$ 1,909,016.73	45%
Surplus - (Deficit)	\$ 482,064.00	\$ 63,021.81	\$ 976,473.88	

Vermilion Housing Authority
 Operating Statement - Public Housing - COCC Fund 100
 September 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	\$ 31,708.40	\$ 147,004.75	39%
Legal	\$ 3,874.00	\$ 7,380.95	\$ 17,700.95	457%
PBA Mngt. Exp.	\$ (502,200.00)	\$ (49,867.50)	\$ (296,291.00)	59%
Mileage/Travel/Training	\$ 9,626.00	\$ 1,289.23	\$ 6,246.42	65%
Other Administrative Exp	\$ 19,638.00	\$ (272.64)	\$ 8,936.57	46%
Total Administrative Expense	\$ (94,547.00)	\$ (9,761.56)	\$ (116,402.31)	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ -	\$ -	\$ -	0%
Total Tenant Services Expenses	\$ -	\$ -	\$ -	
Total Utility Expenses	\$ 16,310.00	\$ 1,842.22	\$ 11,666.44	72%
<i>Maintenance</i>				
Salaries	\$ -	\$ -	\$ -	0%
Materials	\$ 2,327.00	\$ -	\$ 300.43	13%
Contracts	\$ 12,191.00	\$ 7,126.11	\$ 41,620.16	341%
Total Maintenance Expenses	\$ 14,518.00	\$ 7,126.11	\$ 41,920.59	
<i>General Expenses</i>				
Insurance	\$ 574.00	\$ 47.81	\$ 286.86	50%
Employee Benefits	\$ 185,871.00	\$ 14,152.08	\$ 60,640.72	33%
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	\$ 14,199.89	\$ 60,927.58	
Total Expenses	\$ 123,726.00	\$ 13,406.66	\$ (1,887.70)	-2%
Surplus - (Deficit)	\$ 196,864.00	\$ (13,406.66)	\$ 130,151.10	66%

Percent of Budget Month 6 of 12

50%

00000019

Vermilion Housing Authority
 Operating Statement - Public Housing - Fair Oaks AMP 101
 September 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 210,336.00	\$ 18,912.25	\$ 98,254.25	47%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 2,818.00	\$ 889.34	\$ 3,065.45	109%
Other Income	\$ 52,947.00	\$ 4,063.50	\$ 21,906.12	41%
Subsidy	\$ 1,542,567.00	\$ 149,647.00	\$ 972,332.00	63%
Total Revenue	\$ 1,808,668.00	\$ 173,512.09	\$ 1,095,557.82	61%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 84,298.00	\$ 12,252.90	\$ 53,329.47	63%
Legal	\$ 4,000.00	\$ 1,425.00	\$ 4,255.00	106%
PBA Mngt. Exp.	\$ 143,220.00	\$ 12,090.00	\$ 71,997.50	50%
Mileage/Travel/Training	\$ -	\$ -	\$ -	0%
Other Administrative Exp	\$ 28,420.00	\$ 1,585.29	\$ 8,783.53	31%
<i>Total Administrative Expense</i>	<i>\$ 259,938.00</i>	<i>\$ 27,353.19</i>	<i>\$ 138,365.50</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 3,610.00	\$ 330.38	\$ 1,951.16	54%
<i>Total Tenant Services Expenses</i>	<i>\$ 3,610.00</i>	<i>\$ 330.38</i>	<i>\$ 1,951.16</i>	
<i>Total Utility Expenses</i>	<i>\$ 234,794.00</i>	<i>\$ 12,506.68</i>	<i>\$ 74,988.77</i>	<i>32%</i>
<i>Maintenance</i>				
Salaries	\$ 324,632.00	\$ 24,214.51	\$ 118,882.92	37%
Materials	\$ 104,713.00	\$ 10,539.07	\$ 58,731.04	56%
Contracts	\$ 182,959.00	\$ 12,283.24	\$ 68,037.08	37%
<i>Total Maintenance Expenses</i>	<i>\$ 612,304.00</i>	<i>\$ 47,036.82</i>	<i>\$ 245,651.04</i>	
<i>General Expenses</i>				
Insurance	\$ 75,518.00	\$ (5,023.49)	\$ 26,442.31	35%
Employee Benefits	\$ 151,254.00	\$ 14,584.91	\$ 73,308.92	48%
Depreciation Expense	\$ 131,454.00	\$ 9,008.99	\$ 54,053.94	41%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ 10,000.00	\$ (22,492.00)	\$ 33,603.53	0%
Collection Losses	\$ 47,670.00	\$ 7,684.10	\$ 51,972.93	109%
Energy Perf Cont Expense	\$ 65,503.00	\$ 2,286.15	\$ 25,588.59	39%
<i>Total General Expenses</i>	<i>\$ 481,399.00</i>	<i>\$ 6,048.66</i>	<i>\$ 264,970.22</i>	
Total Expenses	\$ 1,592,045.00	\$ 93,275.73	\$ 725,926.69	46%
Surplus - (Deficit)	\$ 216,623.00	\$ 80,236.36	\$ 369,631.13	

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 198,924.00	\$ 18,774.00	\$ 104,539.30	53%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,156.00	\$ 592.89	\$ 2,043.64	177%
Other Income	\$ 166,904.00	\$ 1,123.13	\$ 165,215.90	99%
Subsidy	\$ 428,673.00	\$ 40,951.00	\$ 247,140.00	58%
Total Revenue	\$ 795,657.00	\$ 61,441.02	\$ 518,938.84	65%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 43,784.00	\$ 5,553.85	\$ 24,175.34	55%
Legal	\$ 480.00	\$ -	\$ (250.00)	0%
PBA Mngt. Exp.	\$ 100,440.00	\$ 8,370.00	\$ 50,065.00	50%
Mileage/Travel/Training	\$ -	\$ 5.07	\$ 5.07	0%
Other Administrative Exp	\$ 9,514.00	\$ 2,033.94	\$ 12,026.88	126%
<i>Total Administrative Expense</i>	<i>\$ 154,218.00</i>	<i>\$ 15,962.86</i>	<i>\$ 86,022.29</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,565.00	\$ 234.74	\$ 1,386.33	54%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,565.00</i>	<i>\$ 234.74</i>	<i>\$ 1,386.33</i>	
<i>Total Utility Expenses</i>	<i>\$ 101,020.00</i>	<i>\$ 8,433.68</i>	<i>\$ 55,785.06</i>	<i>55%</i>
<i>Maintenance</i>				
Salaries	\$ 123,825.00	\$ 11,723.57	\$ 54,831.85	44%
Materials	\$ 35,447.00	\$ 2,172.11	\$ 14,973.00	42%
Contracts	\$ 64,761.00	\$ 7,944.69	\$ 31,266.01	48%
<i>Total Maintenance Expenses</i>	<i>\$ 224,033.00</i>	<i>\$ 21,840.37</i>	<i>\$ 101,070.86</i>	
<i>General Expenses</i>				
Insurance	\$ 31,343.00	\$ 2,611.90	\$ 15,671.40	50%
Employee Benefits	\$ 86,324.00	\$ 8,754.49	\$ 42,506.51	49%
Depreciation Expense	\$ 103,487.00	\$ 8,073.54	\$ 48,441.24	47%
PILOT	\$ 7,436.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 10,669.00	\$ 355.04	\$ 4,467.48	42%
Energy Perf Cont Expense	\$ 43,669.00	\$ 1,524.11	\$ 16,469.15	38%
<i>Total General Expenses</i>	<i>\$ 282,928.00</i>	<i>\$ 21,319.08</i>	<i>\$ 127,555.78</i>	
Total Expenses	\$ 764,764.00	\$ 67,790.73	\$ 371,820.32	49%
Surplus - (Deficit)	\$ 30,893.00	\$ (6,349.71)	\$ 147,118.52	

Percent of Budget Month 6 of 12

50%

00000021

Vermilion Housing Authority
 Operating Statement - Public Housing - Merche AMP 103
 September 2022

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 164,988.00	\$ 15,686.27	\$ 89,610.27	54%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,012.00	\$ 503.96	\$ 1,737.10	172%
Other Income	\$ 126,680.00	\$ 1,427.25	\$ 115,606.27	91%
Subsidy	\$ 296,410.00	\$ 28,260.00	\$ 165,758.00	56%
Total Revenue	\$ 589,090.00	\$ 45,877.48	\$ 372,711.64	63%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 41,497.00	\$ 5,081.62	\$ 22,108.07	53%
Legal	\$ 880.00		\$ 120.00	14%
PBA Mngt. Exp.	\$ 86,490.00	\$ 7,207.50	\$ 42,702.50	49%
Mileage/Travel/Training	\$ -	\$ 1.81	\$ 7.50	0%
Other Administrative Exp	\$ 9,022.00	\$ 1,129.19	\$ 6,696.44	74%
<i>Total Administrative Expense</i>	<i>\$ 137,889.00</i>	<i>\$ 13,420.12</i>	<i>\$ 71,634.51</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,185.00	\$ 199.97	\$ 1,180.97	54%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,185.00</i>	<i>\$ 199.97</i>	<i>\$ 1,180.97</i>	
<i>Total Utility Expenses</i>	<i>\$ 87,332.00</i>	<i>\$ 8,209.87</i>	<i>\$ 54,516.00</i>	<i>62%</i>
<i>Maintenance</i>				
Salaries	\$ 78,982.00	\$ 6,713.30	\$ 33,666.37	43%
Materials	\$ 18,471.00	\$ 1,827.45	\$ 13,623.05	74%
Contracts	\$ 39,261.00	\$ 3,273.23	\$ 24,021.42	61%
<i>Total Maintenance Expenses</i>	<i>\$ 136,714.00</i>	<i>\$ 11,813.98</i>	<i>\$ 71,310.84</i>	
<i>General Expenses</i>				
Insurance	\$ 25,687.00	\$ 2,140.55	\$ 12,843.30	50%
Employee Benefits	\$ 67,163.00	\$ 4,756.93	\$ 23,334.32	35%
Depreciation Expense	\$ 49,037.00	\$ 4,036.77	\$ 24,220.62	49%
PILOT	\$ 8,030.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 11,187.00	\$ 739.00	\$ 7,875.89	70%
Energy Perf Cont Expense	\$ 36,391.00	\$ 1,270.08	\$ 13,682.75	38%
<i>Total General Expenses</i>	<i>\$ 197,495.00</i>	<i>\$ 12,943.33</i>	<i>\$ 81,956.88</i>	
Total Expenses	\$ 561,615.00	\$ 46,587.27	\$ 280,599.20	50%
Surplus - (Deficit)	\$ 27,475.00	\$ (709.79)	\$ 92,112.44	

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 311,040.00	\$ 29,226.00	\$ 165,665.00	53%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 2,240.00	\$ 978.28	\$ 3,372.01	151%
Other Income	\$ 239,206.00	\$ 1,058.88	\$ 225,103.90	94%
Subsidy	\$ 648,378.00	\$ 61,773.00	\$ 375,878.00	58%
Total Revenue	\$ 1,200,864.00	\$ 93,036.16	\$ 770,018.91	64%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 83,058.00	\$ 9,698.46	\$ 42,181.47	51%
Legal	\$ 5,718.00	\$ -	\$ (430.00)	-8%
PBA Mngt. Exp.	\$ 172,050.00	\$ 13,717.50	\$ 81,840.00	48%
Mileage/Travel/Training	\$ -	\$ 33.12	\$ 95.92	0%
Other Administrative Exp	\$ 16,791.00	\$ 1,281.26	\$ 9,015.00	54%
Total Administrative Expense	\$ 277,617.00	\$ 24,730.34	\$ 132,702.39	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 4,275.00	\$ 391.24	\$ 2,310.57	54%
Total Tenant Services Expenses	\$ 4,275.00	\$ 391.24	\$ 2,310.57	
Total Utility Expenses	\$ 176,988.00	\$ 14,329.15	\$ 82,659.59	47%
<i>Maintenance</i>				
Salaries	\$ 238,406.00	\$ 18,820.97	\$ 97,873.79	41%
Materials	\$ 71,893.00	\$ 2,025.36	\$ 25,389.61	35%
Contracts	\$ 85,607.00	\$ 8,854.68	\$ 54,673.29	64%
Total Maintenance Expenses	\$ 395,906.00	\$ 29,701.01	\$ 177,936.69	
<i>General Expenses</i>				
Insurance	\$ 59,565.00	\$ 3,159.40	\$ 27,978.15	47%
Employee Benefits	\$ 186,479.00	\$ 15,622.52	\$ 82,007.42	44%
Depreciation Expense	\$ 39,661.00	\$ 3,227.89	\$ 19,367.34	49%
PILOT	\$ 14,276.00	\$ -	\$ -	0%
Casualty Losses	\$ 5,000.00	\$ -	\$ -	0%
Collection Losses	\$ 30,888.00	\$ (1,377.00)	\$ 7,596.07	25%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
Total General Expenses	\$ 335,869.00	\$ 20,632.81	\$ 136,948.98	
Total Expenses	\$ 1,190,655.00	\$ 89,784.55	\$ 532,558.22	45%
Surplus - (Deficit)	\$ 10,209.00	\$ 3,251.61	\$ 237,460.69	

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Fraud Recovery	\$ 25,000.00	\$ 2,094.31	\$ 11,522.19	46%
Interest Income	\$ 500.00	\$ 255.64	\$ 919.33	184%
Administrative Fees	\$ 290,685.00	\$ 28,353.00	\$ 182,098.00	63%
Total Revenue	\$ 316,185.00	\$ 30,702.95	\$ 194,539.52	62%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 138,763.00	\$ 15,757.11	\$ 69,090.93	50%
Legal	\$ 2,500.00	\$ 660.00	\$ 700.00	28%
Mileage/Travel/Training	\$ 1,640.00	\$ 3.25	\$ 898.25	55%
Other Administrative Exp	\$ 44,453.00	\$ 1,848.30	\$ 17,806.27	40%
Book-Keeping/Program Management Fee	\$ 66,528.00	\$ 8,482.50	\$ 49,686.00	75%
<i>Total Administrative Expense</i>	<i>\$ 253,884.00</i>	<i>\$ 26,751.16</i>	<i>\$ 138,181.45</i>	
<i>General Expenses</i>				
Insurance	\$ 5,833.00	\$ 486.08	\$ 2,916.48	50%
Employee Benefits	\$ 42,201.00	\$ 4,873.13	\$ 20,923.46	50%
Depreciation Expense	\$ 4,615.00	\$ 384.55	\$ 2,307.30	50%
<i>Total General Expenses</i>	<i>\$ 52,649.00</i>	<i>\$ 5,743.76</i>	<i>\$ 26,147.24</i>	
Total Expenses	\$ 306,533.00	\$ 32,494.92	\$ 164,328.69	54%
Surplus - (Deficit)	\$ 9,652.00	\$ (1,791.97)	\$ 30,210.83	

Percent of Budget Month 6 of 12

50%

00000024

September 30, 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	9/30/2022 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	\$ -	\$ 25,190.00	\$ 7,547.12		
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	\$ -	\$ 107,390.48	\$ 7,547.12	6.6%	\$ 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	\$ 90,000.00	\$ 7,435.81	\$ 82,246.27	\$ 7,753.73		\$ 90,000.00
	\$ 90,000.00	\$ 7,435.81	\$ 82,246.27	\$ 7,753.73	8.6%	\$ 90,000.00
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	\$ 104,944.64	\$ -	\$ 104,944.64	\$ -		
	\$ 410,618.85	\$ -	\$ 410,618.85	\$ -	0.0%	\$ 410,618.85
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	\$ 7,435.81	\$ 1,183,447.15	\$ 15,300.85	1.3%	\$ 1,198,748.00

Percent Obligated 100.0%

00000025

September 30, 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	9/30/2022 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	\$ 261.30	\$ 2,465.85	\$ 5,534.15		
	\$ 11,000.00	\$ 261.30	\$ 2,629.09	\$ 8,370.91	76.1%	\$ 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	\$ 89,940.01	\$ -	\$ 10,105.00	\$ 79,835.01		
	\$ 98,258.54	\$ -	\$ 18,423.53	\$ 79,835.01	81.2%	\$ 18,423.53
Dwelling Unit - Demolition 1480						
Demolition and Relocation - Fair Oaks	\$ 648,843.27	\$ -	\$ 367,757.55	\$ 281,085.72		
	\$ 648,843.27	\$ -	\$ 367,757.55	\$ 281,085.72	43.3%	\$ 648,843.27
Total	\$ 1,289,783.00	\$ 261.30	\$ 920,491.36	\$ 369,291.64	28.6%	\$ 1,207,111.23

Percent Obligated 93.6%

00000026

September 30, 2022

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	9/30/2022 Obligation
Operations 1406	\$ 79,829.80	\$ -	\$ 79,829.80	\$ -	0.0%	\$ 79,829.80
Mgmt. Improvements 1408						
Management Improvements	\$ 12,224.00	\$ -	\$ 12,224.00	\$ -		
	\$ 12,224.00	\$ -	\$ 12,224.00	\$ -	0.0%	\$ 12,224.00
Administration 1410						
Administration Costs	\$ 39,914.90	\$ -	\$ 39,914.90	\$ -	0.0%	\$ 39,914.90
Non-Dwelling Site Work						
Crack seal, sealcoat, and line stripe	\$ -	\$ -	\$ -	\$ -		\$ -
	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
Non-Dwelling Construction - Mechanical						
Replace Trash Compactor - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -	\$ -		\$ -
Non-Dwelling Unit - Interior 1480						
Centennial Manor Corridor Renovation	\$ 137,502.25	\$ -	\$ 137,502.25	\$ -		
	\$ 137,502.25	\$ -	\$ 137,502.25	\$ -	0.0%	\$ 137,502.25
Dwelling Unit - Interior 1480						
Appliances - Refrigerators and Stoves	\$ -	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
Dwelling Unit - Exterior 1480						
Roof Replacement - Kennedy Court	\$ 9,714.60	\$ -	\$ 9,714.60	\$ -		
	\$ 9,714.60	\$ -	\$ 9,714.60	\$ -	0.0%	\$ 9,714.60
Dwelling Unit - Demolition 1480						
Demolition and Relocation - Ramey Court	\$ 122,187.45	\$ 43,748.53	\$ 122,187.45	\$ -		
	\$ 122,187.45	\$ 43,748.53	\$ 122,187.45	\$ -	0.0%	\$ 122,187.45
Total	\$ 401,373.00	\$ 43,748.53	\$ 401,373.00	\$ -	0.0%	\$ 401,373.00

Percent Obligated 100.0%

00000027

CAPITAL FUND 2021 - Vermillion 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	9/30/2022 Obligation
Operations 1406	\$ 392,598.60	\$ -	\$ 392,598.60	\$ -	0.0%	\$ 392,598.60
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00		
Serveillance System - Bee'er, Fair Oaks	\$ 120,000.00	\$ -	\$ 52,188.80	\$ 67,811.20		\$ 120,000.00
Staff Training	\$ 10,000.00	\$ -	\$ 2,625.77	\$ 7,374.23		\$ 2,625.77
IT Improvements	\$ 35,000.00	\$ -	\$ 30,337.06	\$ 4,662.94		\$ 30,337.06
Background Check Information	\$ 5,000.00	\$ 128.70	\$ 1,209.15	\$ 3,790.85		\$ 5,000.00
	\$ 190,000.00	\$ 128.70	\$ 86,360.78	\$ 103,639.22	54.5%	\$ 157,962.83
Administration 1410						
Administration Costs	\$ 196,299.30	\$ -	\$ -	\$ 196,299.30	100.0%	\$ 196,299.30
Contract Administration 1480						
A/E Services	\$ 52,500.00	\$ 6,081.61	\$ 22,833.12	\$ 29,666.88		\$ 52,500.00
	\$ 52,500.00	\$ 6,081.61	\$ 22,833.12	\$ 29,666.88	56.5%	\$ 52,500.00
Dwelling Unit - Interior/Exterior 1480						
Unit Modernization - Fair Oaks	\$ -	\$ -	\$ -	\$ -		
Replace Lock Sets - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Replace Siding - Kennedy, Richie, Hubbard Trail, Hillcrest	\$ 233,086.95	\$ -	\$ -	\$ 233,086.95		
Appliances - Boiler, Furnaces	\$ 146,688.82	\$ 99,193.57	\$ 146,688.82	\$ -		\$ 146,688.82
Roof Replacement - Bee'er	\$ 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	\$ -	\$ -	\$ -	\$ -		
	\$ 511,140.38	\$ 99,193.57	\$ 146,688.82	\$ 364,451.56	71.3%	\$ 228,053.43
Non-Dwelling/Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 21,109.48	\$ -	\$ 12,909.85	\$ 8,199.63		\$ 21,109.48
Roadway Paving	\$ 130,000.00	\$ -	\$ -	\$ 130,000.00		\$ 102,000.00
Infrastructure Investment - Fair Oaks, Ramey	\$ -	\$ -	\$ -	\$ -		
Landscape Upgrades	\$ 22,830.22	\$ -	\$ 22,830.22	\$ -		\$ 22,830.22
	\$ 173,939.70	\$ -	\$ 35,740.07	\$ 138,199.63	79.5%	\$ 145,939.70
Dwelling Unit - Demolition 1480						
Demolition - Fair Oaks, Ramey	\$ 446,515.02	\$ 247,879.77	\$ 405,507.14	\$ 41,007.88		
	\$ 446,515.02	\$ 247,879.77	\$ 405,507.14	\$ 41,007.88	9.2%	\$ 405,507.14
Total	\$ 1,962,993.00	\$ 353,283.65	\$ 1,089,728.53	\$ 873,264.47	44.5%	\$ 1,578,861.00

Percent Obligated 80.4%

00000028

ROSS Grant - Vermillion Housing Authority
ROSS211574
September 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	\$ 6,405.60	\$ 63,572.80	\$ 74,043.20	53.8%
Training Costs 1268					
Training Costs	\$ 6,000.00	\$ 50.00	\$ 1,724.00	\$ 4,276.00	
	\$ 6,000.00	\$ 50.00	\$ 1,724.00	\$ 4,276.00	71.3%
Administrative Costs 1868					
Administrative Costs	\$ 14,340.00	\$ 633.80	\$ 1,754.80	\$ 12,585.20	
	\$ 14,340.00	\$ 633.80	\$ 1,754.80	\$ 12,585.20	87.8%
Total	\$ 157,956.00	\$ 7,089.40	\$ 67,051.60	\$ 90,904.40	57.6%

00000029

Vermillion Housing Authority
First Financial Bank - Authority Account
September 2022

Balance Sheet

Assets

111105 Cash	320,676.04
Total Assets	320,676.04

Liabilities

2111 Accounts Payable	0.00
Total Liabilities	0.00

Equity

2820 Operating Reserves - Retained Earnings	320,627.80
Current Year Operating - Gain/(Loss)	48.24
Total Liabilities & Equity	320,676.04

Income Statement

	Current Month	Year to Date
Operating Revenue		
Interest Income	7.91	48.24
Other Income	0.00	0.00
Total Revenue	7.91	48.24
Operating Expenses		
Other Administrative Expenses	0.00	0.00
Total Expenses	0.00	0.00
 Surplus - (Deficit)	 7.91	 48.24

00000030

Vermilion Housing Authority
Tenant Receivables Outstanding
PHAS Financial Indicator
September 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			0.00%
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

September 2022

Aaron McCreary	\$50.00
AHRMA	\$162.00
Ameren Ip	\$17,835.44
Anker Florist	\$120.00
Aqua Illinois Inc	\$13,278.48
Better NOI	\$435.00
Botts Locksmith	\$811.75
Brickyard Disposal & Recycling Inc	\$1,635.97
Brittany Savalick	\$43.25
Canady Laboratories, Inc.	\$1,149.60
Carnaghi Towing & Repair	\$65.00
Citibank, N.A.	\$164.99
City of Danville	\$7,003.47
City of Hoopeston	\$2,919.42
Classique Sash & Door	\$149.28
Clean Line Sewer Service	\$150.00
Comcast Cable	\$673.11
Constellation NewEnergy, Inc.	\$402.60
Danville Area Community College	\$341.50
Danville Rotary Club Accounts	\$160.00
Evans, Froehlich, Beth & Chamley	\$7,115.95
F.E. Moran, Inc. Alarm and Services	\$600.00
Farnsworth Group Inc.	\$13,517.42
Fastenal	\$347.17
Frank's House Of Color Inc.	\$198.00
Georgetown Waterworks	\$2,693.01
Good n Wright	\$975.00
Grainger, Inc	\$825.84
Grunau Company Inc	\$1,716.00
Guys Who Clean	\$2,400.00
Hd Supply Facilities Maintenance	\$4,275.12
Health Alliance	\$25,184.44
Housing-Renewal & Local Agency Retirement	\$15,392.34
Huber & Mudd LLC	\$2,350.00
Illini FS	\$1,869.86
Illinois Landfill	\$353.13
Jaclyn Vinson	\$1,289.23
Johnson Controls Security Solutions	\$2,943.89
Kelly Printing Company Inc.	\$128.00
Kiwanis Pancake & Sausage Day	\$100.00
Kone Inc.	\$891.91
Kuchefski Heating & A/C Inc	\$5,190.00
Lahne Lawncare	\$555.00
Lowe's	\$2,255.41
M & O Environmental Company	\$141,000.00
Mervis Industries, Inc	\$500.00
Metropolitan Life Insurance Company	\$1,707.29
Midwest Mailing & Shipping Inc.	\$197.93
Municipal Water Utility	\$132.00
Murry L. Jefferson	\$864.00

00000032

Nakeisha R Roan	\$198.00
Napa Auto Parts	\$4.98
NUSO, LLC	\$354.17
Olympic Hardware	\$6.26
PDQ Supply Inc.	\$987.38
Peerless Network	\$2,062.06
Petty Cash, Amber McCoy Custodial	\$6.53
Quadient Leasing USA, Inc.	\$300.15
Quicklube South	\$61.89
Quill	\$1,375.60
Republic Services	\$9,428.26
S. Shafer Excavating Incorporated	\$150,628.30
Santanna Energy Services	\$507.22
Securitas Electronic Security Inc.	\$750.00
Smithereen Pest Management Services	\$1,320.00
Sparklight Business	\$613.19
Tamera Forthenberry	\$191.93
Tee Jay Central, Inc	\$1,421.19
Terminix Company	\$3,643.00
The Lincoln National Life Insurance Co.	\$195.25
Venture Mechanical Contractors, INC.	\$99,193.57
Verizon Wireless	\$268.02
Vermilion Advantage	\$60.00
Village of Rossville	\$631.96
Vision Service Plan	\$139.77
Wagner Communications Inc.	\$396.89
Watson Tire & Automotive Inc.	\$2,350.75
Watts Copy System	\$571.04
Total for all Vendors	562,786.16

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Memorandum

TO: Board of Commissioners
FROM: Amber McCoy, Chief Financial Officer
DATE: October 6, 2022
RE: Personnel Monthly Report for the Month of September 2022

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

Chad Holmes – Director of Maintenance – Terminated

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

Prevent Child Abuse Illinois
Danville, IL

Tamera Forthenberry
ROSS Coordinator



2211 West Bradley Avenue
Champaign, Illinois 61821
p 217.352.7408 f 217.352.7409

www.f-w.com

October 12, 2022

Ms. Jaclyn Vinson
Executive Director
Vermilion Housing Authority
1607 Clyman Lane
Danville, IL 61832

Re: County Buildings Siding Replacement

Dear Jackie:

The purpose of this memo is to provide you with a recommendation based upon the bids that were received for the County Buildings Siding Replacement project.

VHA received bids on October 6, 2022 for the County Buildings Siding Replacement project re-bid. We did not have great interest in the project and only received one bid. Attached is a bid tabulation sheet with the results of the bid opening for your reference.

The apparent low bidder at the time of the bid opening was Lipa of Indiana, Inc. This is the same company that originally bid the project on August 4, 2022. At that time, we decided to re-bid the project since we only received one bid, and it was higher than the anticipated project cost.

Farnsworth Group recommended re-bidding the project to garner more interest in the project. Upon acceptance by VHA to re-bid the project, Farnsworth Group arranged for the advertisement for bid to be placed in the Danville newspaper for two consecutive weeks. We also reached out directly to twelve different contractors. We were able to obtain interest from two other contractors besides Lipa of Indiana, Inc., and were talking to each the day of the bid opening. However, they did not submit a bid. It is our understanding that they did not submit a bid due to their current workload. One of the contractors also mentioned that they were unable to procure the necessary bid bond due to other project obligations.

The bid was higher than the independent cost opinion that Farnsworth prepared. We provided a range of \$250,000 - \$300,000 before some siding work at additional buildings was added to the project scope. If we re-bid the project a second time, I'm not convinced we will have a different result and be able to meet the requirements of obtaining a contract by mid-February 2024 to obligate the dedicated HA funds. My recommendation at this point is that if VHA has the budget and is willing to spend more than

Farnsworth Group, Inc.

October 12, 2022

Page 2 of 2

anticipated, we proceed forward. One additional suggestion I have is to ask Lipa if they would be willing to complete one building as a mockup for establishing quality and workmanship.


After review of all submitted documents and as stipulated above, we found their bid in order and are recommending award to Lipa of Indiana, Inc. for the following amount: \$450,000.00.

If the Board agrees with this recommendation, the next step is to issue a Notice of Intent to Award a Construction Contract so that Lipa of Indiana, Inc. can begin preparing the required bonding and insurance coverage. Farnsworth Group will then prepare a construction contract on behalf of VHA and will submit to VHA for review and approval. Once VHA accepts the contract, it is sent to Lipa of Indiana, Inc. for their review and approval. After VHA and Lipa of Indiana, Inc. agree to the contract and sign accordingly, the contract is fully executed, and construction can begin.

If you have any questions or require additional information, please do not hesitate to contact our office.

Sincerely,

FARNSWORTH GROUP, INC.

A handwritten signature in black ink, appearing to read "Scott Burge". The signature is fluid and cursive, with a large initial "S" and "B".

Scott Burge, AIA, NCARB, LEED AP
Architectural Manager

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BID TAB

PROJECT: VHA County Buildings Siding Replacement		PROJECT NO.: 0221211.01
LETTING DATE: October 6, 2022		TIME: 2:00 PM
BIDDER	BASE BID	
Lipa Enterprises	\$450,000	

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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.

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 20th day of October,
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

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OLD BOARD MINUTE VERBATIM TAPES

1/18/2018 - Part 1
1/18/2018 - Part 2
1/18/2018- Closed Session
2/14/2018 - Special Meeting Closed Session
2/14/2018 - Special Meeting Closed Session. Pt. 2
3/15/2018 - Part 1
3/15/2018 - Part 2
3/15/2018 - Closed Session
4/19/2018 - Part 1
4/19/2018 - Part 2
4/19/2018 - Closed Sessions
5/14/2018
6/21/2018
7/19/2018
8/16/2018
9/20/2018
10/18/2018 - Annual Meeting
10/18/2018
11/15/2018
11/29/2018 - Special Meeting
12/20/2018
1/17/2019
2/21/2019
3/21/2019 - Part 1
3/21/2019 - Part 2
4/18/2019
6/20/2019
7/25/2019
9/19/2019 - Part 1
9/19/2019 - Part 2
9/19/2019 - Closed Session
10/17/2019 - Annual Meeting
10/17/2019
11/21/2019
11/27/2019 - Special Meeting
12/20/2019 - Part 1
12/20/2019 - Part 2
12/20/2019 - Closed Session

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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.

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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 20th day of October, 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

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