

Vermilion Housing Authority



Board of Commissioners

March 16, 2023

Board Packet



**BOARD OF COMMISSIONERS
REGULAR MEETING
FAIR OAKS ADMINISTRATION BUILDING BOARD ROOM
AND VIA TELECONFERENCE (MICROSOFT TEAMS)
THURSDAY, MARCH 16, 2023
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 March 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 February 16, 2023 - VHA Board Minutes (pages 1-11)
6. Police Reports – (pages 12-13)
7. Department Reports:
 - (a) Public Housing – (pages 14-15)
 - (b) HCV – (pages 16-17)
 - (c) Finance – (pages 18-33)
 - (d) Personnel – (page 34)
8. New Business [all the below items – roll call vote]
 - * (a) Lawn Care Services for Allerton and Fairmount (pages 35-37)

9. Other Business
 - (a) Project Updates

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

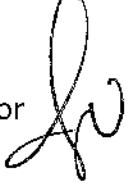
***NEED BOARD APPROVAL AND/OR RESOLUTION**

-The next regularly scheduled meeting of the Board of Commissioners is April 20, 2023 at the Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, IL. We will begin at 4:00 p.m.



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: March 9, 2023

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, March 16, 2023 at 4:00 p.m. will be held via teleconference (Microsoft Teams).**

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 272 120 080 334

Passcode: 3s3zmm


[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)

JV:sh



1607 Clyman Lane
Danville, IL 61832
P: (217) 443-0621 F: (217) 431-7059
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Copies of information and business items are enclosed. Please contact me at (217) 444-3101 if you have any questions.

JV:sh
Enclosures

MINUTES OF
FEBRUARY 16, 2023
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 February 16, 2023 at 4:14 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois and via teleconference (Microsoft Teams). 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 Courtney Watson
ABSENT: Harsha Gurujal and Deana Witzel
ALSO PRESENT: Executive Director, Jaclyn Vinson; Chief Financial Officer, Amber McCoy and Intake Specialist, Sue Harden

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. Commissioner Watson 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, C Watson and C. Boyd
NAYES: None
ABSENT: H. Gurujal 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 December 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. Vice Chairman Miller made a motion that the minutes from the December 15, 2022 Regular Board Meeting Minutes be approved. Commissioner VanFleet seconded the motion. Chairman O'Shaughnessy called for a roll call vote to approve the minutes of the December 15, 2022 Regular Board Meeting Minutes which produced the following:

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

Chairman O'Shaughnessy asked for item number 6 on the agenda – Police Reports. Mrs. Vinson stated there were 11 police calls for December and 6 for January. A question and answer session followed

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

(a) **Public Housing** – Mrs. Vinson went over the December and January reports. She stated they were at 97% occupancy for December and January at all AMPs.

(b) **HCV/Section 8** – Mrs. Vinson went over the December and January reports. She stated they were at 436 for December and 446 for January.

(c) **Finance** – Amber McCoy went over the Finance, TAR's and Expenditures reports for December and January.

(d) **Personnel** – Amber McCoy went over the December and January reports.

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 – Section 18 Application – Parkview Court Application; County Residing Project – Change Order; Fiscal Year 2024 Public Housing Budget Submission; Fiscal Year 2024 HCV/Section Budget Submission; Amended COVID Policy for Employees and Fifth Street Renaissance/Sara Center Linkage Agreement.

(a) **Section 18 Application – Parkview Court Application** – Mrs. Vinson went over the application. Chairman O'Shaughnessy asked if there were any questions. Discussion was held followed by a question and answer session. Chairman O'Shaughnessy asked if there were any other questions. None were presented. Commissioner Boyd made a motion to approve the Section 18 Application – Parkview Court Application. Vice Chairman Miller seconded it.

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RESOLUTION NO. 2023-1

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

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

WHEREAS, the Board of Commissioners have reviewed the HUD Special Application Center proposal from demolition of twenty-five (25) buildings within AMP 104, Parkview Court in Hoopeston, Illinois, along with the recently conducted Physical Needs Assessment for that development; and

WHEREAS, the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority desires to demolish fifty (50) units; and

WHEREAS, the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority expresses its support of the request to demolish the fifty (50) Public Housing units with its accompanying relocation plan; and

WHEREAS, in furtherance of its purpose, to approve the Executive Director to execute documents and provide certifications and submit to HUD for approval a request to demolish the fifty (50) units, at Parkview Court, Hoopeston, Illinois HUD project number IL011000104; 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 the Executive Director to execute documents and provide certifications and submit to HUD for approval a request to demolish the fifty (50) units, at Parkview Court, Hoopeston, Illinois HUD project number IL011000104.

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 Section 18 Application – Parkview Court Application which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(b) County Residing Project – Change Order – Mrs. Vinson went over the change order. Chairman O'Shaughnessy asked if there were any questions. None were presented. Vice Chairman Miller made a motion to approve the County Residing Project – Change Order. Commissioner VanFleet seconded it.

RESOLUTION NO. 2023-2

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 change order for our contract with Lipa of Indiana, Inc. for the County Buildings Siding Replacement at a cost not to exceed \$46,818.68; 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 change order for our contract with Lipa of Indiana, Inc. for the County Buildings Siding Replacement at a cost not to exceed \$46,818.68.
- 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 Siding Project – Change Order which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(c) Fiscal Year 2024 Public Housing Budget Submission. Mrs. Vinson went over the budget. Chairman O'Shaughnessy asked if there were any questions. None were presented. Vice Chairman Miller made a motion to approve the Fiscal Year 2024 Public Housing Budget Submission. Commissioner Boyd seconded it.

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RESOLUTION NO. 2023-3

**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 Public Housing Operating Budget for the Fiscal Year 2024 (April 1, 2023 to March 31, 2024); 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 Public Housing Operating Budget for the Fiscal Year 2024 (April 1, 2023 to March 31, 2024).
- 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 Fiscal Year 2024 Public Housing Budget Submission which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(d) Fiscal Year 2024 HCV/Section 8 Budget Submission. Mrs. Vinson went over the budget. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner Boyd made a motion to approve the Fiscal Year 2024 HCV/Section Budget Submission. Commissioner Watson seconded it.

RESOLUTION NO. 2023-4

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 Housing Choice Voucher Operating Budget for the Fiscal Year 2024 (April 1, 2023 to March 31, 2024); 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 Housing Choice Voucher Operating Budget for the Fiscal Year 2024 (April 1, 2023 to March 31, 2024).

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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 Fiscal Year 2024 HCV/Section Budget Submission which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(e) **Amended COVID Policy for Employees** -- Mrs. Vinson went over the change. Chairman O'Shaughnessy asked if there were any questions. None were presented. Vice Chairman Miller made a motion to approve the Amended COVID Policy for Employees. Commissioner Boyd seconded it.

RESOLUTION NO. 2023-5

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 Amended COVID-19 Employee Policy; and

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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 Amended COVID-19 Employee Policy.
- Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.
- Section 4. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Chairman O’Shaughnessy called for a roll call vote to approve the Amended COVID Policy for Employees which produced the following:

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

Chairman O’Shaughnessy thereupon declared said motion carried.

(f) Fifth Street Renaissance/Sara Center Linkage Agreement – Mrs. Vinson went over the agreement. Chairman O’Shaughnessy asked if there were any questions. None were presented. Commissioner Boyd made a motion to approve the Fifth Street Renaissance/Sara Center Linkage Agreement. Commissioner Watson seconded it.

RESOLUTION NO. 2023-6

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 Fifth Street Renaissance/Sara Center Linkage Agreement; 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 Fifth Street Renaissance/Sara Center Linkage Agreement.
- 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 Fifth Street Renaissance/Sara Center Linkage Agreement which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(a) Project Updates -- Mrs. Vinson went over the project updates. A question and answer session followed.

Chairman O'Shaughnessy asked for item 10 on the agenda – Closed Session for Legal Matters. None were presented.

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

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

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

The meeting was adjourned at 4:54 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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VHA - Police Reports in Commercial News - February 2023

Date	Type	Location	Description
2/7/2023	Police	Fair Oaks	Criminal trespass at Redden Court and Fairchild St.
2/8/2023	Police	Fair Oaks	Theft in the 900 block of Hubbard Lane
2/11/2023	Police	Fair Oaks	Violation of order of protection in the 1600 block of Redden Court
2/11/2023	Police	Fair Oaks	Disorderly conduct in the 900 block of Fowler
2/12/2023	Police	Fair Oaks	Domestic disturbance in the 900 block of Hubbard Lane
2/13/2023	Police	Beeler	Aggravated battery in the 300 block of Washington
2/14/2023	Police	Fair Oaks	Property damage accident at Clyman Lane and Redden Court
2/15/2023	Police	Mer Che	Domestic battery in the 700 block of Oak St.
2/19/2023	Police	Fair Oaks	Criminal trespass in the 1000 block of Campbell Lane
2/19/2023	Police	Beeler	Reckless discharge of a firearm in the 300 block of Bradley Lane
*Year to Date Comparisons on Next Page			

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	FY 2023	FY 2022	FY 2023	FY 2022	2023	2022
Total Police Calls			YTD Police:	122	207	
March:		15				FO-9/BT-4/MC-2
February:	10	9				FO-7/BT-1/MC-1
January:	6	13				FO-4/MC-2
December:	9	14				FO-9/BT-2/CH-1/MC-1
November:	9	25				FO-8/BT-3/MC-1/PVC-1/CM-1
October:	11	30				FO-10/BT-2/CH-1/MC-1/PVC-6/CM-5
September:	6	15				FO-4/BT-1/MC-5/CH-1
August:	15	12				FO-6
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-21/BT/3/CM-1/MC-1
						FO-10/BT-1/MCT-1/PVC-1
						FO-9/BT-3
						FO-13/BT-6/MC-2/CH-1
						FO-16/BT-3/MC-1/CH-1
						FO-18/BT-2
Total Calls for the Month:	10		YTD Calls:	122	207	

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

Monthly Occupancy February 2023

AMP	End of Month Occupancy	TOTAL UNITS PER	OCCUPIED UNIT %
AMP 101-Fair Oaks	158	158	100%
AMP 102-Beeler, Churchill, Madison Ct.	107	108	99%
AMP 103- Mer Che	91	93	98%
AMP 104- County Sites	171	185	92%
GRAND TOTAL THIS MONTH	527	544	97%
GRAND TOTAL LAST MONTH	528	544	97%

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FEBRUARY 2023 Board Report

Resident Opportunity & Self Sufficiency (ROSS)

Meetings:

- Central Illinois DEC (Drug Endangered Children) Alliance
- Survivor Resource Center
- Birth to Five Region 54 Action Council
- Income/Poverty Work Group
- American Jobs Center (AJC) Roundtable
- Vermilion County Child Abuse Prevention Coalition
- Violence Prevention Task Force
- DACC Adult Education Annual Planning Council
- Staff 1-1

Trainings:

- Evidence-Based Resource Guide Series: Expanding Access to and Use of Behavioral Health Services for People Experiencing Homelessness
- The Effects of Domestic Violence on Children
- ROSS/Communities of Practice Financial Empowerment Peer to Peet Learning Exchange

Referrals:

- Referrals made to Community Organizations/Services
 - 1 – American Jobs Center/Vermilion County Works
 - 1 – Worksource/Assessment
 - 1 – Fair Hope

Program:

- ROSS assessments/appointments
 - 20 scheduled/ 1 attended
- Distributed door hangers to Hoopeston
- Health & Wellness information to VHA south county residents
- Housekeeping Class
 - 33 scheduled/5 attended

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Housing Choice Voucher February 2023 Board Report

UTILIZATION

- New Admissions: 19 (record breaking)
- Terminations: 7
 - 1- Absorbed Ports
 - 1- Voluntary
 - 4- Over income- 180 Days
 - 1- Program Compliance

PROGRAM UPDATE:

We are actively and proactively watching our spending to ensure we are using 100% of our budget authority. We are strategically planning openings of our waiting list and pulling from it to keep up with attrition.

Mon.	2022	2023									Total
	FUP	Reg.	DEMO II	RC DEMO	VASH	VASH 16	CP	Port-Out	PMII		
1	442	4	298	13	3	38	54	9	4	8	431
2	439	5	309	13	3	37	57	9	4	7	444
3	433	5	319	12	3	39	56	9	3	6	452
4	419										
5	417										
6	423										
7	428										
8	428										
9	434										
10	431										
11	427										
12	431										
Grand Total	5152	14	926	38	9	114	167	27	11	21	1327

*Totals reflect retroactive terminations and lease ups, delayed port-outs, and pending move-ins *

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	916	431	47%
YTD	916	431	47%

Month	ABA	HAP	BA Utilization	PUC
JAN	\$239,468	\$217,138	91%	501.47
YTD	\$239,468	\$217,138	91%	501.47

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



Vermilion Housing Authority
1607 Clyman Lane
Danville, IL 61832
P: (217) 443-0621 F: (217) 431-7059

To: Jaclyn Vinson, Executive Director
From: Amber McCoy, Chief Financial Officer
Date: March 7, 2023
Re: Finance Report

Public Housing Operating Fund

	February 2023	FY 23 YTD
COCC	\$3,759.93	\$150,281.23
AMP 101	\$(30,950.73)	\$430,628.35
AMP 102	\$(15,138.61)	\$87,298.40
AMP 103	\$(11,799.79)	\$51,296.34
AMP 104	\$(14,606.24)	\$236,530.31
Total	\$(68,735.44)	\$956,034.63

Housing Choice Voucher - Section 8

Section 8 is currently showing a gain of \$3,321.00 for the month and an overall gain of \$29,915.47 for the year.

Public Housing Capital Fund

Capital Fund 2020, HACD, funds were drawn down in the amount of \$301.50. Capital Fund 2021, VHA, funds were drawn down in the amount of \$198,039.31.

Notable AP Expenditures

Johnson Controls	\$21,620.00	Annual measurement and verification for energy performance contract.
Lipa of Indiana, Inc.	\$197,890.81	County siding replacement.

ROSS Grant Funding

ROSS funds were drawn down in the amount of \$4,629.85.

Tenant Receivables Outstanding

Tenant accounts receivables for the month have decreased in total to \$18,746.40.

00000018

Vermilion Housing Authority
Balance Sheet - Detail
 Reporting for periods as of 02/28/2023

<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	4,406,834.23	4,406,834.23	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	287,639.47
111700 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
112000 Interfund	718.79	(4,011,324.24)	2,885,922.57	215,688.55	140,077.78	770,354.13	(529.11)
112200 AR Tenants	18,746.40	0.00	4,225.75	2,996.50	3,645.00	7,879.15	182,901.03
112265 Allow Doubtful	(23,850.49)	0.00	(12,515.47)	(2,203.00)	(3,622.50)	(5,509.52)	(182,901.03)
112500 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121100 Prepaid WC	59,561.61	59,561.61	0.00	0.00	0.00	0.00	0.00
121101 Prepaid Ins	145,236.91	455.00	47,737.80	27,330.08	23,378.17	46,335.86	2,856.41
121102 Prepaid Soft	23,893.38	0.00	9,618.46	3,734.04	3,556.23	6,984.65	2,776.30
121103 Prepaid HCV	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
140001 Vehicles	301,135.68	0.00	242,714.68	18,772.00	18,492.00	21,157.00	23,073.00
140002 Equipment	1,117,816.57	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	(39,794,645.53)	(1,262,574.68)	(13,336,584.56)	(11,657,837.51)	(4,831,481.18)	(8,706,167.60)	(13,459.25)
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	\$ 13,680,585.57	\$ 521,286.90	\$ 5,451,232.70	\$ 2,115,412.57	\$ 1,769,432.65	\$ 3,823,220.75	\$ 305,858.82
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	24,250.00	8,999.00	4,450.00	25,920.00	0.00
211704 Health Ins	(30,544.62)	(30,544.62)	0.00	0.00	0.00	0.00	0.00
211705 Dental Ins	(2,545.07)	(2,545.07)	0.00	0.00	0.00	0.00	0.00
211716 Unemployment	1,230.10	1,230.10	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	(255.24)	(255.24)	0.00	0.00	0.00	0.00	0.00
211726 Life Ins	(233.45)	(233.45)	0.00	0.00	0.00	0.00	0.00
211906 Res Training	17,000.91	0.00	508.20	2,329.37	3,645.68	10,517.66	0.00
211913 Scrap	969.08	969.08	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	8,944.78	0.00	4,025.11	2,683.46	2,236.21	0.00	0.00
213302 EPC Replace	2,418.44	0.00	1,337.80	521.29	559.35	0.00	0.00
213700 PILOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
224000 Prepaid Rents	15,633.96	0.00	2,980.15	3,816.58	375.63	8,461.60	0.00
230000 Loan EPC	1,527,648.52	0.00	684,999.65	459,515.64	383,133.23	0.00	0.00
Total Liability	\$ 1,624,180.34	\$ (26,519.38)	\$ 724,172.33	\$ 480,558.76	\$ 396,232.29	\$ 49,736.34	\$ 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	116,769.18
Total	\$ 11,100,370.00	\$ 397,525.05	\$ 4,296,432.02	\$ 1,547,555.41	\$ 1,321,904.02	\$ 3,536,953.50	\$ 360,277.04
Current Year HAP +/-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ (87,162.00)
Current Year Oper +/-	\$ 956,035.23	\$ 150,281.23	\$ 430,628.35	\$ 87,298.40	\$ 51,296.34	\$ 236,530.91	\$ 29,915.47
Current Year Net Assets	\$ 956,035.23	\$ 150,281.23	\$ 430,628.35	\$ 87,298.40	\$ 51,296.34	\$ 236,530.91	\$ (57,246.53)
Total Equity	\$ 12,056,405.23	\$ 547,806.28	\$ 4,727,060.37	\$ 1,634,853.81	\$ 1,373,200.36	\$ 3,773,484.41	\$ 303,030.51
Liabilities & Net Assets	\$ 13,680,585.57	\$ 521,286.90	\$ 5,451,232.70	\$ 2,115,412.57	\$ 1,769,432.65	\$ 3,823,220.75	\$ 305,858.82

Vermilion Housing Authority
Operating Statement - Public Housing - Public Housing Combined
February 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 885,288.00	\$ 67,184.24	\$ 818,153.27	92%
Non - Dwelling Rental	\$ -	\$ 100.00	\$ 100.00	0%
Interest Income	\$ 7,226.00	\$ 5,327.58	\$ 37,036.96	513%
Other Income	\$ 906,327.00	\$ 7,850.85	\$ 692,852.87	76%
Subsidy	\$ 2,916,028.00	\$ 182,889.00	\$ 2,946,169.00	101%
Total Revenue	\$ 4,714,869.00	\$ 263,351.67	\$ 4,494,312.10	95%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 627,152.00	\$ 46,897.70	\$ 525,205.07	84%
Legal	\$ 14,952.00	\$ 3,067.19	\$ 44,472.89	297%
PBA Mngt. Exp.	\$ -	\$ (8,697.00)	\$ (92,020.50)	0%
Mileage/Travel/Training	\$ 9,626.00	\$ 1,750.00	\$ 10,608.06	110%
Other Administrative Exp	\$ 83,385.00	\$ 11,606.11	\$ 115,446.63	138%
<i>Total Administrative Expense</i>	<i>\$ 735,115.00</i>	<i>\$ 54,624.00</i>	<i>\$ 603,712.15</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 12,635.00	\$ 1,052.91	\$ 12,409.59	98%
<i>Total Tenant Services Expenses</i>	<i>\$ 12,635.00</i>	<i>\$ 1,052.91</i>	<i>\$ 12,409.59</i>	
<i>Total Utility Expenses</i>	<i>\$ 616,444.00</i>	<i>\$ 61,039.79</i>	<i>\$ 567,178.52</i>	<i>92%</i>
<i>Maintenance</i>				
Salaries	\$ 765,845.00	\$ 41,062.17	\$ 521,506.84	68%
Materials	\$ 232,851.00	\$ 32,288.45	\$ 234,800.29	101%
Contracts	\$ 384,779.00	\$ 41,279.77	\$ 393,224.87	102%
<i>Total Maintenance Expenses</i>	<i>\$ 1,383,475.00</i>	<i>\$ 114,630.39</i>	<i>\$ 1,149,532.00</i>	
<i>General Expenses</i>				
Insurance	\$ 192,687.00	\$ 14,523.70	\$ 160,440.93	83%
Employee Benefits	\$ 677,091.00	\$ 48,644.16	\$ 505,994.91	75%
Depreciation Expense	\$ 323,639.00	\$ 24,347.19	\$ 267,819.09	83%
PILOT	\$ 29,742.00	\$ -	\$ -	0%
Casualty Losses	\$ 16,000.00	\$ -	\$ 31,653.53	0%
Collection Losses	\$ 100,414.00	\$ 7,992.21	\$ 118,124.96	118%
Energy Perf Cont Expense	\$ 145,563.00	\$ 5,232.76	\$ 121,411.79	83%
<i>Total General Expenses</i>	<i>\$ 1,485,136.00</i>	<i>\$ 100,740.02</i>	<i>\$ 1,205,445.21</i>	
Total Expenses	\$ 4,232,805.00	\$ 332,087.11	\$ 3,538,277.47	84%
Surplus - (Deficit)	\$ 482,064.00	\$ (68,735.44)	\$ 956,034.63	

Percent of Budget Month 11 of 12

92%

00000020

Vermilion Housing Authority
Operating Statement - Public Housing - COCC Fund 100
February 2023

	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	\$ 24,253.21	\$ 265,785.46	71%
Legal	\$ 3,874.00	\$ 3,066.69	\$ 37,937.39	979%
PBA Mngt. Exp.	\$ (502,200.00)	\$ (49,539.50)	\$ (543,690.50)	108%
Mileage/Travel/Training	\$ 9,626.00	\$ 1,750.00	\$ 10,430.32	108%
Other Administrative Exp	\$ 19,638.00	\$ 344.49	\$ 15,894.81	81%
Total Administrative Expense	\$ (94,547.00)	\$ (20,125.11)	\$ (213,642.52)	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ -	\$ -	\$ -	0%
Total Tenant Services Expenses	\$ -	\$ -	\$ -	
Total Utility Expenses	\$ 16,310.00	\$ 2,818.72	\$ 21,670.46	133%
<i>Maintenance</i>				
Salaries	\$ -	\$ -	\$ -	0%
Materials	\$ 2,327.00	\$ -	\$ 476.21	20%
Contracts	\$ 12,191.00	\$ 1,230.26	\$ 51,070.24	419%
Total Maintenance Expenses	\$ 14,518.00	\$ 1,230.26	\$ 51,546.45	
<i>General Expenses</i>				
Insurance	\$ 574.00	\$ 45.50	\$ 521.29	91%
Employee Benefits	\$ 185,871.00	\$ 12,270.70	\$ 117,886.49	63%
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	\$ 12,316.20	\$ 118,407.78	
Total Expenses	\$ 123,726.00	\$ (3,759.93)	\$ (22,017.83)	-18%
Surplus - (Deficit)	\$ 196,864.00	\$ 3,759.93	\$ 150,281.23	76%

Vermilion Housing Authority
Operating Statement - Public Housing - Fair Oaks AMP 101
February 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 210,336.00	\$ 7,234.24	\$ 150,517.59	72%
Non - Dwelling Rental	\$ -	\$ -		0%
Interest Income	\$ 2,818.00	\$ 1,598.27	\$ 11,111.08	394%
Other Income	\$ 52,947.00	\$ 2,547.10	\$ 39,611.14	75%
Subsidy	\$ 1,542,567.00	\$ 84,360.00	\$ 1,574,432.00	102%
Total Revenue	\$ 1,808,668.00	\$ 95,739.61	\$ 1,775,671.81	98%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 84,298.00	\$ 8,165.60	\$ 97,295.04	115%
Legal	\$ 4,000.00	\$ 0.50	\$ 7,015.50	175%
PBA Mngt. Exp.	\$ 143,220.00	\$ 12,245.00	\$ 132,602.50	93%
Mileage/Travel/Training	\$ -	\$ -	\$ -	0%
Other Administrative Exp	\$ 28,420.00	\$ 1,753.49	\$ 28,016.77	99%
Total Administrative Expense	\$ 259,938.00	\$ 22,164.59	\$ 264,929.81	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 3,610.00	\$ 300.83	\$ 3,545.60	98%
Total Tenant Services Expenses	\$ 3,610.00	\$ 300.83	\$ 3,545.60	
Total Utility Expenses	\$ 234,794.00	\$ 15,201.78	\$ 155,108.66	66%
<i>Maintenance</i>				
Salaries	\$ 324,632.00	\$ 16,569.88	\$ 202,811.30	62%
Materials	\$ 104,713.00	\$ 25,123.10	\$ 132,786.66	127%
Contracts	\$ 182,959.00	\$ 15,742.55	\$ 128,023.24	70%
Total Maintenance Expenses	\$ 612,304.00	\$ 57,435.53	\$ 463,621.20	
<i>General Expenses</i>				
Insurance	\$ 75,518.00	\$ 4,773.78	\$ 54,869.35	73%
Employee Benefits	\$ 151,254.00	\$ 12,675.84	\$ 128,426.25	85%
Depreciation Expense	\$ 131,454.00	\$ 9,008.99	\$ 99,098.89	75%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ 10,000.00	\$ -	\$ 31,653.53	0%
Collection Losses	\$ 47,670.00	\$ 2,774.26	\$ 87,850.18	184%
Energy Perf Cont Expense	\$ 65,503.00	\$ 2,354.74	\$ 55,939.99	85%
Total General Expenses	\$ 481,399.00	\$ 31,587.61	\$ 457,838.19	
Total Expenses	\$ 1,592,045.00	\$ 126,690.34	\$ 1,345,043.46	84%
Surplus - (Deficit)	\$ 216,623.00	\$ (30,950.73)	\$ 430,628.35	

Vermilion Housing Authority
Operating Statement - Public Housing - Beeler/Madison/Churchill AMP 102
February 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 198,924.00	\$ 18,237.00	\$ 195,860.41	98%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 1,156.00	\$ 1,065.52	\$ 7,407.39	641%
Other Income	\$ 166,904.00	\$ 2,138.25	\$ 169,942.15	102%
Subsidy	\$ 428,673.00	\$ 29,770.00	\$ 427,159.00	100%
Total Revenue	\$ 795,657.00	\$ 51,210.77	\$ 800,368.95	101%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 43,784.00	\$ 4,760.57	\$ 45,140.14	103%
Legal	\$ 480.00	\$ -	\$ (250.00)	0%
PBA Mngt. Exp.	\$ 100,440.00	\$ 8,292.50	\$ 91,760.00	91%
Mileage/Travel/Training	\$ -	\$ -	\$ 5.07	0%
Other Administrative Exp	\$ 9,514.00	\$ 3,214.75	\$ 29,345.29	308%
Total Administrative Expense	\$ 154,218.00	\$ 16,267.82	\$ 166,000.50	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,565.00	\$ 213.75	\$ 2,519.22	98%
Total Tenant Services Expenses	\$ 2,565.00	\$ 213.75	\$ 2,519.22	
Total Utility Expenses	\$ 101,020.00	\$ 13,791.42	\$ 120,511.91	119%
<i>Maintenance</i>				
Salaries	\$ 123,825.00	\$ 8,545.67	\$ 98,279.51	79%
Materials	\$ 35,447.00	\$ 1,412.50	\$ 29,397.29	83%
Contracts	\$ 64,761.00	\$ 3,996.32	\$ 58,843.04	91%
Total Maintenance Expenses	\$ 224,033.00	\$ 13,954.49	\$ 186,519.84	
<i>General Expenses</i>				
Insurance	\$ 31,343.00	\$ 2,733.02	\$ 28,973.14	92%
Employee Benefits	\$ 86,324.00	\$ 8,016.56	\$ 78,567.36	91%
Depreciation Expense	\$ 103,487.00	\$ 8,073.54	\$ 88,808.94	86%
PILOT	\$ 7,436.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 10,669.00	\$ 1,728.95	\$ 5,398.82	51%
Energy Perf Cont Expense	\$ 43,669.00	\$ 1,569.83	\$ 35,770.82	82%
Total General Expenses	\$ 282,928.00	\$ 22,121.90	\$ 237,519.08	
Total Expenses	\$ 764,764.00	\$ 66,349.38	\$ 713,070.55	93%
Surplus - (Deficit)	\$ 30,893.00	\$ (15,138.61)	\$ 87,298.40	

Percent of Budget Month 11 of 12

92%

00000023

Vermillion Housing Authority
Operating Statement - Public Housing - Merche AMP 103
February 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 164,988.00	\$ 13,498.00	\$ 166,688.27	101%
Non - Dwelling Rental	\$ -	\$ 100.00	\$ 100.00	0%
Interest Income	\$ 1,012.00	\$ 905.69	\$ 6,296.29	622%
Other Income	\$ 126,680.00	\$ 1,357.50	\$ 121,595.90	96%
Subsidy	\$ 296,410.00	\$ 21,331.00	\$ 291,717.00	98%
Total Revenue	\$ 589,090.00	\$ 37,192.19	\$ 586,397.46	100%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 41,497.00	\$ 3,256.04	\$ 40,152.63	97%
Legal	\$ 880.00		\$ 120.00	14%
PBA Mngt. Exp.	\$ 86,490.00	\$ 7,052.50	\$ 78,585.00	91%
Mileage/Travel/Training	\$ -		\$ 10.50	0%
Other Administrative Exp	\$ 9,022.00	\$ 3,429.88	\$ 19,675.05	218%
<i>Total Administrative Expense</i>	<i>\$ 137,889.00</i>	<i>\$ 13,738.42</i>	<i>\$ 138,543.18</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,185.00	\$ 182.08	\$ 2,146.03	98%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,185.00</i>	<i>\$ 182.08</i>	<i>\$ 2,146.03</i>	
<i>Total Utility Expenses</i>	<i>\$ 87,332.00</i>	<i>\$ 11,810.29</i>	<i>\$ 108,493.06</i>	<i>124%</i>
<i>Maintenance</i>				
Salaries	\$ 78,982.00	\$ 5,408.41	\$ 60,419.88	76%
Materials	\$ 18,471.00	\$ 1,900.65	\$ 28,393.00	154%
Contracts	\$ 39,261.00	\$ 3,911.71	\$ 46,375.27	118%
<i>Total Maintenance Expenses</i>	<i>\$ 136,714.00</i>	<i>\$ 11,220.77</i>	<i>\$ 135,188.15</i>	
<i>General Expenses</i>				
Insurance	\$ 25,687.00	\$ 2,337.82	\$ 23,940.59	93%
Employee Benefits	\$ 67,163.00	\$ 4,566.64	\$ 41,771.77	62%
Depreciation Expense	\$ 49,037.00	\$ 4,036.77	\$ 44,404.47	91%
PILOT	\$ 8,030.00	\$ -	\$ -	0%
Casualty Losses	\$ -		\$ -	0%
Collection Losses	\$ 11,187.00	\$ (209.00)	\$ 10,912.89	98%
Energy Perf Cont Expense	\$ 36,391.00	\$ 1,308.19	\$ 29,700.98	82%
<i>Total General Expenses</i>	<i>\$ 197,495.00</i>	<i>\$ 12,040.42</i>	<i>\$ 150,730.70</i>	
Total Expenses	\$ 561,615.00	\$ 48,991.98	\$ 535,101.12	95%
Surplus - (Deficit)	\$ 27,475.00	\$ (11,799.79)	\$ 51,296.34	

Percent of Budget Month 11 of 12

92%

00000024

Vermilion Housing Authority
Operating Statement - Public Housing - County Properties AMP 104
February 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 311,040.00	\$ 28,215.00	\$ 305,087.00	98%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 2,240.00	\$ 1,758.10	\$ 12,222.20	546%
Other Income	\$ 239,206.00	\$ 1,808.00	\$ 233,440.28	98%
Subsidy	\$ 648,378.00	\$ 47,428.00	\$ 652,861.00	101%
Total Revenue	\$ 1,200,864.00	\$ 79,209.10	\$ 1,203,610.48	100%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 83,058.00	\$ 6,462.28	\$ 76,831.80	93%
Legal	\$ 5,718.00	\$ -	\$ (350.00)	-6%
PBA Mngt. Exp.	\$ 172,050.00	\$ 13,252.50	\$ 148,722.50	86%
Mileage/Travel/Training	\$ -	\$ -	\$ 162.17	0%
Other Administrative Exp	\$ 16,791.00	\$ 2,863.50	\$ 22,514.71	134%
<i>Total Administrative Expense</i>	<i>\$ 277,617.00</i>	<i>\$ 22,578.28</i>	<i>\$ 247,881.18</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 4,275.00	\$ 356.25	\$ 4,198.74	98%
<i>Total Tenant Services Expenses</i>	<i>\$ 4,275.00</i>	<i>\$ 356.25</i>	<i>\$ 4,198.74</i>	
<i>Total Utility Expenses</i>	<i>\$ 176,988.00</i>	<i>\$ 17,417.58</i>	<i>\$ 161,394.43</i>	<i>91%</i>
<i>Maintenance</i>				
Salaries	\$ 238,406.00	\$ 10,538.21	\$ 159,996.15	67%
Materials	\$ 71,893.00	\$ 3,852.20	\$ 43,747.13	61%
Contracts	\$ 85,607.00	\$ 16,398.93	\$ 108,913.08	127%
<i>Total Maintenance Expenses</i>	<i>\$ 395,906.00</i>	<i>\$ 30,789.34</i>	<i>\$ 312,656.36</i>	
<i>General Expenses</i>				
Insurance	\$ 59,565.00	\$ 4,633.58	\$ 52,136.56	88%
Employee Benefits	\$ 186,479.00	\$ 11,114.42	\$ 139,343.04	75%
Depreciation Expense	\$ 39,661.00	\$ 3,227.89	\$ 35,506.79	90%
PILOT	\$ 14,276.00	\$ -	\$ -	0%
Casualty Losses	\$ 5,000.00	\$ -	\$ -	0%
Collection Losses	\$ 30,888.00	\$ 3,698.00	\$ 13,963.07	45%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
<i>Total General Expenses</i>	<i>\$ 335,869.00</i>	<i>\$ 22,673.89</i>	<i>\$ 240,949.46</i>	
Total Expenses	\$ 1,190,655.00	\$ 93,815.34	\$ 967,080.17	81%
Surplus - (Deficit)	\$ 10,209.00	\$ (14,606.24)	\$ 236,530.31	

Percent of Budget Month 11 of 12

92%

00000025

Vermilion Housing Authority
Operating Statement - HCV - Section 8
February 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Fraud Recovery	\$ 25,000.00	\$ 2,584.84	\$ 20,062.34	80%
Interest Income	\$ 500.00	\$ 294.93	\$ 2,521.75	504%
Administrative Fees	\$ 290,685.00	\$ 27,384.00	\$ 324,197.00	112%
Total Revenue	\$ 316,185.00	\$ 30,263.77	\$ 346,781.09	110%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 138,763.00	\$ 10,504.73	\$ 129,276.18	93%
Legal	\$ 2,500.00	\$ -	\$ 700.00	28%
Mileage/Travel/Training	\$ 1,640.00	\$ 35.76	\$ 2,108.01	129%
Other Administrative Exp	\$ 44,453.00	\$ 3,296.32	\$ 42,392.57	95%
Book-Keeping/Program Management Fee	\$ 66,528.00	\$ 8,697.00	\$ 92,020.50	138%
<i>Total Administrative Expense</i>	<i>\$ 253,884.00</i>	<i>\$ 22,533.81</i>	<i>\$ 266,497.26</i>	
<i>General Expenses</i>				
Insurance	\$ 5,833.00	\$ 285.64	\$ 4,946.00	85%
Employee Benefits	\$ 42,201.00	\$ 3,738.77	\$ 41,192.31	98%
Depreciation Expense	\$ 4,615.00	\$ 384.55	\$ 4,230.05	92%
<i>Total General Expenses</i>	<i>\$ 52,649.00</i>	<i>\$ 4,408.96</i>	<i>\$ 50,368.36</i>	
Total Expenses	\$ 306,533.00	\$ 26,942.77	\$ 316,865.62	103%
Surplus - (Deficit)	\$ 9,652.00	\$ 3,321.00	\$ 29,915.47	

Percent of Budget Month 11 of 12

92%

00000026

February 28, 2023

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	2/28/2023 Obligation
Operations 1406	\$ 256,526.80	\$ -	\$ 256,526.80	\$ -	0.0%	\$ 256,526.80
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 3,000.00	\$ -	\$ 2,658.38	\$ 341.62		
Background Check Information	\$ 8,000.00	\$ 301.50	\$ 3,903.00	\$ 4,097.00		
	\$ 11,000.00	\$ 301.50	\$ 6,561.38	\$ 4,438.62	40.4%	\$ 10,658.38
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 - Church 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	\$ -	\$ 459,790.98	\$ 89,052.29		
	\$ 548,843.27	\$ -	\$ 459,790.98	\$ 89,052.29	16.2%	\$ 546,843.27
Total	\$ 1,289,783.00	\$ 301.50	\$ 1,016,457.08	\$ 273,325.92	21.2%	\$ 1,209,606.37

Percent Obligated 93.8%

00000027

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	2/28/2023 Obligation
Operations 1406	\$ 392,598.60	\$ -	\$ 392,598.60	\$ -	0.0%	\$ 392,598.60
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 45,074.65	\$ -	\$ -	\$ 45,074.65		
Surveillance System - Beeler, Fair Oaks, MerChe	\$ 107,149.52	\$ -	\$ 95,364.59	\$ 11,784.93		\$ 107,149.52
Staff Training	\$ 3,003.77	\$ -	\$ 3,003.77	\$ -		\$ 3,003.77
IT Improvements	\$ 30,772.06	\$ -	\$ 30,772.06	\$ -		\$ 30,772.06
Background Check Information	\$ 4,000.00	\$ 148.50	\$ 1,917.00	\$ 2,083.00		\$ 4,000.00
	\$ 190,000.00	\$ 148.50	\$ 131,057.42	\$ 58,942.58	31.0%	\$ 144,925.35
Administration 1410						
Administration Costs	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	100.0%	\$ -
Contract Administration 1480						
A/E Services	\$ 76,668.76	\$ -	\$ 43,517.85	\$ 33,150.91		\$ 76,668.76
	\$ 76,668.76	\$ -	\$ 43,517.85	\$ 33,150.91	43.2%	\$ 76,668.76
Dwelling Unit - Interior/Exterior 1480						
Unit Modernization - Fair Oaks	\$ -	\$ -	\$ -	\$ -		
Replace Lock Sets - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Replace Siding - Kennedy, Richie, Hubbard Trail, Hillcrest	\$ 511,014.60	\$ 197,890.81	\$ 447,136.81	\$ 63,877.79		\$ 496,818.68
Appliances - Boiler, Furnaces	\$ 146,688.82	\$ -	\$ 146,688.82	\$ -		\$ 146,688.82
Roof Replacement - Beeler, Fair Oaks	\$ 83,522.97	\$ -	\$ 83,522.97	\$ -		\$ 83,522.97
Roof Painting - Centennial Manor	\$ 47,841.64	\$ -	\$ -	\$ 47,841.64		
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ 789,068.03	\$ 197,890.81	\$ 677,348.60	\$ 111,719.43	14.2%	\$ 727,030.47
Non-Dwelling/Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 15,597.10	\$ -	\$ 15,597.10	\$ -		\$ 15,597.10
Roadway Paving	\$ -	\$ -	\$ -	\$ -		\$ -
Infrastructure Investment - Fair Oaks, Ramey	\$ -	\$ -	\$ -	\$ -		\$ -
Landscape Upgrades	\$ 38,353.37	\$ -	\$ 29,253.37	\$ 9,100.00		\$ 38,353.37
	\$ 53,950.47	\$ -	\$ 44,850.47	\$ 9,100.00	16.9%	\$ 53,950.47
Dwelling Unit - Demolition 1480						
Demolition - Fair Oaks, Ramey	\$ 420,707.14	\$ -	\$ 420,707.14	\$ -		\$ 420,707.14
	\$ 420,707.14	\$ -	\$ 420,707.14	\$ -	0.0%	\$ 420,707.14
Total	\$ 1,962,993.00	\$ 198,039.31	\$ 1,710,080.08	\$ 252,912.92	12.9%	\$ 1,815,880.79

Percent Obligated 92.5%

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ROSS Grant - Vermilion Housing Authority
ROSS211574
February 2023

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	\$ 84,978.18	\$ 52,637.82	38.2%
Training Costs 1268					
Training Costs	\$ 6,000.00	\$ -	\$ 3,369.90	\$ 2,630.10	
	\$ 6,000.00	\$ -	\$ 3,369.90	\$ 2,630.10	43.8%
Administrative Costs 1868					
Administrative Costs	\$ 14,340.00	\$ 359.45	\$ 4,790.32	\$ 9,549.68	
	\$ 14,340.00	\$ 359.45	\$ 4,790.32	\$ 9,549.68	66.6%
Total	\$ 157,956.00	\$ 4,629.85	\$ 93,138.40	\$ 64,817.60	41.0%

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Vermilion Housing Authority
First Financial Bank - Authority Account
February 2023

Balance Sheet

Assets	
111105 Cash	320,724.63
Total Assets	320,724.63
 Liabilities	
2111 Accounts Payable	0.00
Total Liabilities	0.00
 Equity	
2820 Operating Reserves - Retained Earnings	320,627.80
Current Year Operating - Gain/(Loss)	96.83
Total Liabilities & Equity	320,724.63

Income Statement

	Current Month	Year to Date
Operating Revenue		
Interest Income	12.30	96.83
Other Income	0.00	0.00
Total Revenue	12.30	96.83
 Operating Expenses		
Other Administrative Expenses	0.00	0.00
Total Expenses	0.00	0.00
Surplus - (Deficit)	12.30	96.83

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Vermilion Housing Authority
Tenant Receivables Outstanding
PHAS Financial Indicator
February 2023

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	\$	30,368.70	3.43%
December-22	\$	31,766.30	3.59%
January-23	\$	27,063.28	3.06%
February-23	\$	18,746.40	2.12%
March-23			0.00%

00000031

Vermilion Housing Authority

AP Expenditures

February 2023

Affordable Housing Network LLC	\$3,500.00
Ameren Illinois	\$30,439.56
Angela D Hasbargen	\$484.25
Aqua Illinois Inc	\$14,247.99
Barton Carrolls Inc.	\$251.77
Better NOI	\$960.00
Botts Locksmith	\$969.00
Brickyard Disposal & Recycling Inc	\$268.18
Central Illinois Sheetrock	\$4,000.00
City of Danville	\$7,003.47
City of Hoopston	\$2,550.22
Classique Sash & Door	\$306.12
Clean Line Sewer Service	\$200.00
Comcast Cable	\$766.40
Connie Walters	\$300.00
Connor Company	\$3,780.32
Constellation NewEnergy, Inc.	\$468.70
CTS Computer Center	\$9,886.97
Danville Area Community College	\$2,091.50
Danville Septic Service	\$450.00
Deborah A Wilson	\$200.00
Di Fire & Safety Inc.	\$232.81
Evans, Froehlich, Beth & Chamley	\$2,750.00
Frank's House Of Color Inc.	\$75.98
Georgetown Waterworks	\$2,658.02
Gibson Teldata, Inc.	\$632.85
Grainger, Inc	\$450.07
Hd Supply Facilities Maintenance	\$11,609.65
Health Alliance	\$54,548.84
Heidrick Septic Service Inc.	\$1,480.00
Housing-Renewal & Local Agency Retirement	\$13,483.64
Illini FS	\$1,564.65
Illinois Notary "Discount" Bonding Co.	\$122.00
Illinois Office of the State Fire Marshal	\$125.00
Indiana Media Group	\$97.80
Jackie S Jackson	\$200.00
James Booher	\$35.76
James W. Stevens	\$890.50
Johnson Controls	\$21,620.00
Johnson Controls Security Solutions	\$3,184.44
Kelly Printing Company Inc.	\$742.00
Kone Inc.	\$891.91
Lahne Lawncare	\$135.00
Larry Terrell	\$4,800.00
Lipa of Indiana, INC	\$197,890.81
Lowe's	\$13,136.42
Mahoney, Silverman & Cross,LLC	\$316.69
Menards - Menards Of Danville	\$1.72
Metropolitan Life Insurance Company	\$2,110.32
Midwest Mailing & Shipping Inc.	\$793.07
Municipal Water Utility	\$119.00
Nakeisha R Roan	\$229.20
NUSO, LLC	\$353.95
Olympic Hardware	\$26.45
PDQ Supply Inc.	\$771.80
Peerless Network	\$1,014.74
Quadrat Electric USA, Inc.	\$1,000.00

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Quicklube Hoopeston	\$53.21
Quicklube South	\$65.85
Quill	\$2,808.90
Republic Services	\$7,593.63
Rogers Supply Company Inc.	\$786.99
S.E.A. Group, Inc.	\$575.00
Samantha Bruens	\$644.26
Santanna Energy Services	\$2,468.64
Sparklight Business	\$641.37
Stanley Cross	\$300.00
Terminix Company	\$3,471.00
The Lincoln National Life Insurance Co.	\$188.05
Verizon Wireless	\$267.51
Village of Fairmount	\$218.50
Village of Rossville	\$865.69
Vision Service Plan	\$211.95
Wagner Communications Inc.	\$517.31
Watson Tire & Automotive Inc.	\$2,485.80
Watts Copy System	\$653.69
William Fewer	\$300.00
Zoom Video Communications Inc.	\$14.99
Total for all Vendors	448,351.88

00000033



Memorandum

TO: Board of Commissioners

FROM: Amber McCoy, Chief Financial Officer

DATE: March 1, 2023

RE: Personnel Monthly Report for the Month of February 2023

1. The following personnel action was taken in February 2023:

Margaret Duncan – MerChe Property Manager – Hired

Alan Cottrill – Maintenance Mechanic – Terminated

2. Staff/Commissioners attended the following training through the Executive Office in February 2023:

LiFT Leadership Series
DACC - Danville, IL

Doyle Thompson
Director of Maintenance

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Memorandum

TO: VHA Commissioners
FROM: Amber McCoy, Chief Financial Officer
DATE: March 8, 2023
RE: Lawn Care Services for Allerton and Fairmount

The VHA issued an Invitation for Bid for Lawn Care Services for Allerton and Fairmount on January 31, 2023. Sealed bids were due February 28, 2023. This is for three years, 2023-2025 mowing season, renewable contract. The maximum renewal is twice, for a total possible contract agreement for five years. The following companies turned in bids:

	Allerton	Fairmount	Total per Cut
Lahne Lawn Care	\$50.00	\$130.00	\$180.00
Flessner Mowing	\$58.00	\$116.00	\$174.00

Flessner Mowing's bid was consider non-responsive for failure to submit all of the required documents.

The VHA is requesting approval to move forward with a contract with Lahne Lawn Care to fulfill the scope of work for the Lawn Care Services for Allerton and Fairmount.

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RESOLUTION NO. 2023-7

**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 Lahne Lawn Care for lawn care services at Allerton and Fairmount not to exceed \$180.00 total per cut; 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 Lahne Lawn Care for lawn care services at Allerton and Fairmount not to exceed \$180.00 total per cut.
- 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 16th day of March,
2023.

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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