

Vermilion Housing Authority



Board of Commissioners

May 18, 2023

Board Packet



Vermilion Housing Authority

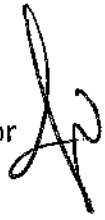
1607 Clyman Lane

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: May 12, 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, May 18, 2023** at **4:00 p.m.** at **Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois.**

JV:sh

**BOARD OF COMMISSIONERS
REGULAR MEETING
FAIR OAKS ADMINISTRATION BUILDING BOARD ROOM
THURSDAY, MAY 18, 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 May 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 April 20, 2023 - VHA Board Minutes (pages 1-9)
6. Police Reports – (pages 10-11)
7. Department Reports:
 - (a) Public Housing – (pages 12-14)
 - (b) HCV – (pages 15-16)
 - (c) Finance – (pages 17-32)
 - (d) Personnel – (page 33)
8. New Business [all the below items – roll call vote]
 - * (a) A/E Task Order – Fair Oaks & Beeler Terrace Pavement Assessment (pages 34-40)
 - * (b) A/E Task Order – Building Signage & Wayfinding (pages 41-48)
 - * (c) A/E Task Order – Fair Oaks Renovation (pages 49-57)
 - * (d) Purchase of 2022 Chevrolet Silverado 2500 (pages 58-60)
 - * (e) Purchase of 2022 Chevrolet Silverado 1500 (pages 61-63)
 - * (f) 2023 SEMAP Certification (pages 64-69)

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

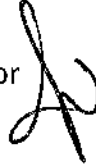
***NEED BOARD APPROVAL AND/OR RESOLUTION**

-The next regularly scheduled meeting of the Board of Commissioners is June 15, 2023 at the Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, IL. We will begin at 4:00 p.m.



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: May 12, 2023

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, May 18, 2023 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

MINUTES OF
APRIL 20, 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 April 20, 2023 at 4:07 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, Courtney Watson and Deanna Witzel
ABSENT: Harsha Gurujal and Lindsay VanFleet
ALSO PRESENT: Executive Director, Jaclyn Vinson and Housing Operations Director, 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 Witzel moved that the agenda be approved as presented. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to approve the agenda which produced the following:

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

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 March 16, 2023 Regular Board Meeting and Closed Meeting Minutes item number 5 on the agenda. None were presented. Chairman O'Shaughnessy stated that if there were no additions or corrections, he needs a motion to approve the minutes. Commissioner Witzel made a motion that the minutes from the March 16, 2023 Regular Board Meeting and Closed Meeting Minutes be approved. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to approve the minutes of the March 16, 2023 Regular Board Meeting and Closed Meeting Minutes which produced the following:

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

Chairman O'Shaughnessy asked for item number 6 on the agenda – Police Reports. Mrs. Vinson stated there were 9 police calls for March.

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

(a) **Public Housing** – Brittany Savalick went over the March report. She stated they were at 96% occupancy at all AMPs. She also went over the Ross Grant.

(b) **HCV/Section 8** – Brittany Savalick went over the March report. She stated they were at 452 for March. A question and answer session followed.

(c) **Finance** – Mrs. Vinson went over the Finance, TAR's and Expenditures report for March.

(d) **Personnel** – Mrs. Vinson went over the March 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 – Annual Plan Update; Disposal of 33 N. Hazel St.; Beeler Terrace Porch Project and Fair Oaks Hartshorn Parking Lot Improvement.

(a) **Annual Plan Update** – Mrs. Vinson went over the proposal. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion to approve the Annual Plan Update. Vice Chairman Miller seconded it.

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RESOLUTION NO. 2023-8

**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 PHA Annual Plan; 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 PHA Annual Plan.
- 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 Annual Plan Update which produced the following:

AYES: P. O'Shaughnessy, C. Watson, D. Witzel, C. Boyd and G. Miller

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NAYES: None
ABSENT: L. VanFleet and H. Gurujal

Chairman O'Shaughnessy thereupon declared said motion carried.

(b) Disposal of 33 N. Hazel St. – Mrs. Vinson went over the disposal of the property. 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 Disposal of 33 N. Hazel St. Vice Chairman Miller seconded it.

RESOLUTION NO. 2023-9

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the sale of 33 N. Hazel St.; 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 sale of 33 N. Hazel St.

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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 Disposal of 33 N. Hazel St. which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(c) **Beeler Terrace Porch Project** – 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 Beeler Terrace Porch Project. Commissioner Witzel seconded it.

RESOLUTION NO. 2023-10

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 Freeman Exteriors for the Beeler Terrace Porch Project not to exceed \$20,055.46; 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 Freeman Exteriors for the Beeler Terrace Porch Project not to exceed \$20,055.46.
- 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 Beeler Terrace Porch Project which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

(d) Fair Oaks Hartshorn Parking Lot Improvement – Mrs. Vinson went over the proposal. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion to approve the Fair Oaks Hartshorn Parking Lot Improvement. Vice Chairman Miller seconded it.

RESOLUTION NO. 2023-11

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the contract with Hesler Paving and Contracting for Fair Oaks Hartshorn Parking Lot Improvement not to exceed \$28,892.00; 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 Hesler Paving and Contracting for Fair Oaks Hartshorn Parking Lot Improvement not to exceed \$28,892.00.
- 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 the Beeler Terrace Porch Project which produced the following:

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

Chairman O'Shaughnessy thereupon declared said motion carried.

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

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

Chairman O'Shaughnessy asked for item 10 on the agenda – Closed Session for Real Estate Matters.

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

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 Witzel made the motion to adjourn. Vice Chairman Miller seconded the motion. Chairman O'Shaughnessy called for a roll call vote to adjourn the meeting which produced the following:

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

The meeting was adjourned at 4:58 p.m.

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_____ Date: _____

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

_____ Date: _____

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

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	FY 2024		FY 2023		FY 2022	2024	2023
Total Police Calls							
March:			YTD Police:	8	13		
February:		9					FO-7/BT-2
January:		10					FO-7/BT-2/MC-1
December:		6					FO-4/MC-2
November:		9					FO-5/BT-2/CH-1/CM-1
October:		11					FO-4/MC-4/MCT-1
September:		6					FO-4/BT-1/MC-5/CH-1
August:		15					FO-6
July:		12					FO-13/BT-1/MC-1
June:		15					FO-9/BT-2/PVC-1
May:		16					FO-13/BT-1/CM-1
April:	8	13					FO-11/BT-4/MC-1
							FO-10/BT-1/MCT-1/PVC-1
							FO-4/CM-2/BT-2
Total Calls for the Month:	8		YTD Calls:	8	13		

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

*Includes County Properties as well

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Monthly Occupancy April 2023

AMP	End of Month Occupancy	TOTAL UNITS PER	OCCUPIED UNIT %
AMP 101-Fair Oaks	155	157	99%
AMP 102-Beeler, Churchill, Madison Ct.	105	108	97%
AMP 103- Mer Che	92	93	99%
AMP 104- County Sites	165	185	89%
GRAND TOTAL THIS MONTH	517	543	95%
GRAND TOTAL LAST MONTH	521	543	96%

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APRIL 2023 Board Report

Resident Opportunity & Self Sufficiency (ROSS)

Meetings:

- Birth to Five Region 54 Action Council
- Local Area Network
- Violence Prevention Task Force
- Salvation Army Advisory Board
- Child Abuse Prevention Coalition
- ROSS Brainstorming

Trainings:

- HUD webinar: "Planting the Seeds for Economic Mobility"
- ROSS/Communities of Practice Peer to Peer Learning Exchange
- DACC: Understanding Trauma
- Prevent Child Abuse Illinois: Holding Space in a New Era-Building Safety and Connection Through Challenging Times
- Vermilion County Health Department: Layperson Naloxone (Narcan) Administration Course
- Vermilion County Child Advocacy Center/Survivor Resource Center Child Abuse Awareness Conference

Referrals:

- Referrals made to Community Organizations/Services
 - DACC – Adult GED/ 1 Danville, 2 Hoopston
 - DACC – Enrollment & Financial Aid Services
 - American Jobs Center
 - Salvation Army – assistance with rent
 - Vermilion County Expungement Summit
 - Love Inc.

Program:

- ROSS Assessments/Appointments
 - Mer Che Manor 30 scheduled/10 attended
 - Fair Oaks 3 scheduled/2 attended
 - Hoopston (Centennial Manor) 9 scheduled/2 attended
 - Rossville (Hillcrest) 4 scheduled/1 attended

- Rossville (Hubbard Trail Terrace) 3 scheduled/0 attended
 - **TOTALS = 49 scheduled appointments/15 completed intakes and/or follow-ups**
 - **Currently there are 69 participants enrolled in our program (50 is the required number)**

Other:

- Prevent Child Abuse Coalition at Downtown Danville First Friday Event
- ECI-CAA Annual Dinner
- Vermilion Advantage/DACC Career Expo

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Housing Choice Voucher April 2023 Board Report

UTILIZATION

- New Admissions: 12
- Terminations: 4
 - 3- Program Compliance
 - 1- Voluntary

PROGRAM UPDATE:

We continue to prioritize leasing while watching our budgetary constraints.

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	6	330	10	3	38	56	9	3	6	461
5	417	6	337	10	3	38	55	9	3	6	467
6	423										
7	428										
8	428										
9	434										
10	431										
11	427										
12	431										
Grand Total	5152	26	1593	58	15	190	278	45	17	33	2255

*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)

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FUNDING

Month	UMA	UML	Leasing %
JAN	916	433	47%
FEB	916	443	48%
MAR	916	451	49%
YTD	2,748	1,327	48%

Month	ABA	HAP	BA Utilization	PUC
JAN	\$239,468	\$217,138	91%	\$501.47
FEB	\$239,468	\$226,522	95%	\$511.34
MAR	\$239,056	\$238,159	100%	\$528.07
YTD	\$717,992	\$681,819	95%	\$513.80

UMA- Unit Months Available

UML- Unit Months Leased

ABA- Annual Budget Authority

HAP- Housing Assistance Payment

PUC- Per Unit Cost (Average)



To: Jaclyn Vinson, Executive Director
From: Amber McCoy, Chief Financial Officer
Date: May 09, 2023
Re: Finance Report

Public Housing Operating Fund

	April 2023	FY 24 YTD
COCC	\$5,745.10	\$5,745.10
AMP 101	\$64,885.71	\$64,885.71
AMP 102	(\$3,577.56)	(\$3,577.56)
AMP 103	(\$472.86)	(\$472.86)
AMP 104	\$13,888.46	\$13,888.46
Total	\$80,468.85	\$80,468.85

Housing Choice Voucher - Section 8

Section 8 is currently showing a gain of **\$2,340.46** for the month and an overall gain of **\$2,340.46** for the year.

Public Housing Capital Fund

Capital Fund 2020, HACD, funds were drawn down in the amount of **\$8,097.47**. Capital Fund 2021, VHA, funds were drawn down in the amount of **\$7,818.71**.

Notable AP Expenditures

None.

ROSS Grant Funding

ROSS funds were drawn down in the amount of \$863.50.

Tenant Receivables Outstanding

Tenant accounts receivables for the month have increased in total to \$11,366.17.

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Vermilion Housing Authority
Balance Sheet - Detail
 Reporting for periods as of 4/30/2023

<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	4,513,943.05	4,513,943.05	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	259,623.98
111700 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
112000 Interfund	424.85	(4,114,490.52)	2,959,878.25	213,679.47	140,244.10	801,113.55	(424.85)
112200 AR Tenants	11,366.17	0.00	3,747.41	578.00	2,939.70	4,101.06	182,118.18
112265 Allow Doubtful A	(2,163.25)	0.00	(556.00)	(795.25)	(645.00)	(166.00)	(182,118.18)
112500 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121100 Prepaid WC	49,248.38	49,248.38	0.00	0.00	0.00	0.00	0.00
121101 Prepaid Ins	116,189.51	364.00	38,190.24	21,864.06	18,702.53	37,068.68	2,285.13
121102 Prepaid Soft	19,114.72	0.00	7,694.76	2,987.24	2,844.99	5,587.73	2,222.64
121103 Prepaid HCV	0.00	0.00	0.00	0.00	0.00	0.00	2,916.66
140001 Vehicles	230,956.68	0.00	172,535.68	18,772.00	18,492.00	21,157.00	23,073.00
140002 Equipment	1,144,554.69	111,829.56	434,470.70	180,731.72	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	25,026,997.62	854,399.97	11,010,588.29	8,811,268.41	3,914,637.91	436,103.04	0.00
140005 Accum Deprec	(40,528,818.85)	(1,268,607.60)	(13,534,840.97)	(11,803,390.15)	(4,977,895.77)	(8,944,084.36)	(14,228.35)
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	\$ 13,402,914.67	\$ 508,792.29	\$ 5,588,463.23	\$ 2,078,324.71	\$ 1,620,369.70	\$ 3,606,964.74	\$ 275,468.21
Liability							
211100 Acct Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211400 Sec Dep	62,099.00	0.00	23,150.00	8,799.00	4,950.00	25,200.00	0.00
211704 Health Ins	(29,997.54)	(29,997.54)	0.00	0.00	0.00	0.00	0.00
211705 Dental Ins	(2,147.74)	(2,147.74)	0.00	0.00	0.00	0.00	0.00
211716 Unemployment	(1,648.30)	(1,648.30)	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	(231.50)	(231.50)	0.00	0.00	0.00	0.00	0.00
211726 Life Ins	(249.86)	(249.86)	0.00	0.00	0.00	0.00	0.00
211906 Res Training	11,633.48	0.00	484.64	692.72	2,830.03	7,625.09	0.00
211913 Scrap	1,368.73	1,368.73	0.00	0.00	0.00	0.00	0.00
212000 Accrued PR	24,102.00	6,368.39	6,088.84	3,936.11	2,827.58	4,881.08	2,757.47
212001 Accrued Tax	1,843.80	487.18	401.54	301.11	216.31	437.66	210.95
213301 EPC M V	16,590.62	0.00	7,465.73	4,977.22	4,147.67	0.00	0.00
213302 EPC Replace	2,321.65	0.00	1,160.75	66.02	1,094.88	0.00	0.00
213402 Accrued Vac	0.00	0.00	0.00	0.00	0.00	0.00	0.00
213700 PILOT	28,479.38	0.00	(1,619.83)	8,214.44	6,388.15	15,496.62	0.00
224000 Prepaid Rents	17,625.84	0.00	4,192.50	3,695.58	791.25	8,946.51	0.00
999900 Unposted Susper	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230000 Loan EPC	1,527,648.52	0.00	687,441.83	458,294.56	381,912.13	0.00	0.00
Total Liability	\$ 1,659,438.08	\$ (26,050.64)	\$ 728,766.00	\$ 488,976.76	\$ 405,158.00	\$ 62,587.96	\$ 2,968.42
Equity							
280200 Net Ffx Assets	7,263,684.99	49,217.75	1,871,489.93	1,054,642.11	1,249,990.57	3,038,344.63	18,458.40
280600 Unrestricted	5,867,322.33	479,880.08	3,894,115.22	933,228.67	67,954.67	492,143.69	249,583.42
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	7,247.11
Total	\$ 11,663,007.74	\$ 529,097.83	\$ 4,794,811.52	\$ 1,592,925.51	\$ 1,215,684.56	\$ 3,530,488.32	\$ 275,288.93
Current Year HAP +/-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ (5,129.60)
Current Year Oper +/-	\$ 80,468.85	\$ 5,745.10	\$ 64,885.71	\$ (3,577.56)	\$ (472.86)	\$ 13,888.46	\$ 2,340.46
Current Year Net Assets	\$ 80,468.85	\$ 5,745.10	\$ 64,885.71	\$ (3,577.56)	\$ (472.86)	\$ 13,888.46	\$ (2,789.14)
Total Equity	\$ 11,743,476.59	\$ 534,842.93	\$ 4,859,697.23	\$ 1,589,347.95	\$ 1,215,211.70	\$ 3,544,376.78	\$ 272,499.79
Liabilities & Net Assets	\$ 13,402,914.67	\$ 508,792.29	\$ 5,588,463.23	\$ 2,078,324.71	\$ 1,620,369.70	\$ 3,606,964.74	\$ 275,468.21

00000018

Vermillion Housing Authority
Operating Statement - Public Housing - Public Housing Combined
April 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 867,356.00	\$ 60,786.83	\$ 60,786.83	7%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 68,896.00	\$ 8,176.20	\$ 8,176.20	12%
Other Income	\$ 826,361.00	\$ 3,392.77	\$ 3,392.77	0%
Subsidy	\$ 2,731,681.00	\$ 290,636.00	\$ 290,636.00	11%
Total Revenue	\$ 4,494,294.00	\$ 362,991.80	\$ 362,991.80	8%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 714,839.00	\$ 56,293.54	\$ 56,293.54	8%
Legal	\$ 51,988.00	\$ (410.00)	\$ (410.00)	-1%
PBA Mngt. Exp.	\$ -	\$ (9,028.50)	\$ (9,028.50)	0%
Mileage/Travel/Training	\$ 11,737.00	\$ 1,762.88	\$ 1,762.88	15%
Other Administrative Exp	\$ 108,017.00	\$ 5,214.80	\$ 5,214.80	5%
Total Administrative Expense	\$ 886,581.00	\$ 53,832.72	\$ 53,832.72	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 12,635.00	\$ 1,102.37	\$ 1,102.37	9%
Total Tenant Services Expenses	\$ 12,635.00	\$ 1,102.37	\$ 1,102.37	
Total Utility Expenses	\$ 605,824.00	\$ 55,473.33	\$ 55,473.33	9%
<i>Maintenance</i>				
Salaries	\$ 700,990.00	\$ 44,095.27	\$ 44,095.27	6%
Materials	\$ 240,190.00	\$ 8,172.86	\$ 8,172.86	3%
Contracts	\$ 487,026.00	\$ 25,262.21	\$ 25,262.21	5%
Total Maintenance Expenses	\$ 1,428,206.00	\$ 77,530.34	\$ 77,530.34	
<i>General Expenses</i>				
Insurance	\$ 174,284.00	\$ 14,523.70	\$ 14,523.70	8%
Employee Benefits	\$ 709,587.00	\$ 49,716.41	\$ 49,716.41	7%
Depreciation Expense	\$ 292,166.00	\$ 23,972.07	\$ 23,972.07	8%
PILOT	\$ 28,083.00	\$ -	\$ -	0%
Casualty Losses	\$ 10,000.00	\$ -	\$ -	0%
Collection Losses	\$ 143,836.00	\$ 1,139.25	\$ 1,139.25	1%
Energy Perf Cont Expense	\$ 140,974.00	\$ 5,232.76	\$ 5,232.76	4%
Total General Expenses	\$ 1,498,930.00	\$ 94,584.19	\$ 94,584.19	
Total Expenses	\$ 4,432,176.00	\$ 282,522.95	\$ 282,522.95	6%
Surplus - (Deficit)	\$ 62,118.00	\$ 80,468.85	\$ 80,468.85	

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ -			0%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ -			0%
Other Income	\$ 196,431.00			0%
Subsidy	\$ -			0%
Total Revenue	\$ 196,431.00	\$ -	\$ -	0%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 335,156.00	\$ 25,474.28	\$ 25,474.28	8%
Legal	\$ 40,523.00			0%
PBA Mngt. Exp.	\$ (466,318.00)	\$ (49,096.00)	\$ (49,096.00)	11%
Mileage/Travel/Training	\$ 11,497.00	\$ 1,762.88	\$ 1,762.88	15%
Other Administrative Exp	\$ 19,504.00	\$ 806.95	\$ 806.95	4%
Total Administrative Expense	\$ (59,638.00)	\$ (21,051.89)	\$ (21,051.89)	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ -	\$ -	\$ -	0%
Total Tenant Services Expenses	\$ -	\$ -	\$ -	
Total Utility Expenses	\$ 22,622.00	\$ 2,056.87	\$ 2,056.87	9%
<i>Maintenance</i>				
Salaries	\$ -			0%
Materials	\$ 600.00			0%
Contracts	\$ 56,595.00	\$ 770.98	\$ 770.98	1%
Total Maintenance Expenses	\$ 57,195.00	\$ 770.98	\$ 770.98	
<i>General Expenses</i>				
Insurance	\$ 546.00	\$ 45.50	\$ 45.50	8%
Employee Benefits	\$ 155,872.00	\$ 12,433.44	\$ 12,433.44	8%
Depreciation Expense	\$ -			0%
PILOT	\$ -			0%
Casualty Losses				0%
Collection Losses	\$ -			0%
Energy Perf Cont Expense	\$ -			0%
Total General Expenses	\$ 156,418.00	\$ 12,478.94	\$ 12,478.94	
Total Expenses	\$ 176,597.00	\$ (5,745.10)	\$ (5,745.10)	-3%
Surplus - (Deficit)	\$ 19,834.00	\$ 5,745.10	\$ 5,745.10	29%

Percent of Budget Month 1 of 12

8%

00000020

Vermillion Housing Authority
 Operating Statement - Public Housing - Fair Oaks AMP 101
 April 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 127,552.00	\$ 7,865.00	\$ 7,865.00	6%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 20,669.00	\$ 4,406.39	\$ 4,406.39	21%
Other Income	\$ 63,471.00			0%
Subsidy	\$ 1,381,522.00	\$ 145,264.00	\$ 145,264.00	11%
Total Revenue	\$ 1,593,214.00	\$ 157,535.39	\$ 157,535.39	10%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 108,080.00	\$ 9,919.50	\$ 9,919.50	9%
Legal	\$ 9,229.00	\$ (410.00)	\$ (410.00)	-4%
PBA Mngt. Exp.	\$ 144,460.00	\$ 12,090.00	\$ 12,090.00	8%
Mileage/Travel/Training	\$ -			0%
Other Administrative Exp	\$ 25,005.00	\$ 839.43	\$ 839.43	3%
Total Administrative Expense	\$ 286,774.00	\$ 22,438.93	\$ 22,438.93	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 3,610.00	\$ 318.78	\$ 318.78	9%
Total Tenant Services Expenses	\$ 3,610.00	\$ 318.78	\$ 318.78	
Total Utility Expenses	\$ 166,369.00	\$ 12,773.46	\$ 12,773.46	8%
<i>Maintenance</i>				
Salaries	\$ 298,272.00	\$ 16,470.52	\$ 16,470.52	6%
Materials	\$ 134,830.00	\$ 3,978.11	\$ 3,978.11	3%
Contracts	\$ 164,002.00	\$ 8,156.90	\$ 8,156.90	5%
Total Maintenance Expenses	\$ 597,104.00	\$ 28,605.53	\$ 28,605.53	
<i>General Expenses</i>				
Insurance	\$ 57,285.00	\$ 4,773.78	\$ 4,773.78	8%
Employee Benefits	\$ 194,223.00	\$ 12,295.44	\$ 12,295.44	6%
Depreciation Expense	\$ 108,108.00	\$ 8,661.23	\$ 8,661.23	8%
PILOT	\$ -			0%
Casualty Losses	\$ 10,000.00			0%
Collection Losses	\$ 93,572.00	\$ 427.79	\$ 427.79	0%
Energy Perf Cont Expense	\$ 65,002.00	\$ 2,354.74	\$ 2,354.74	4%
Total General Expenses	\$ 528,190.00	\$ 28,512.98	\$ 28,512.98	
Total Expenses	\$ 1,582,047.00	\$ 92,649.68	\$ 92,649.68	6%
Surplus - (Deficit)	\$ 11,167.00	\$ 64,885.71	\$ 64,885.71	

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 218,508.00	\$ 15,394.25	\$ 15,394.25	7%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 13,779.00	\$ 1,077.09	\$ 1,077.09	8%
Other Income	\$ 199,222.00	\$ 2,004.75	\$ 2,004.75	1%
Subsidy	\$ 428,742.00	\$ 45,801.00	\$ 45,801.00	11%
Total Revenue	\$ 860,251.00	\$ 64,277.09	\$ 64,277.09	7%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 88,048.00	\$ 7,009.29	\$ 7,009.29	8%
Legal	\$ 436.00			0%
PBA Mngt. Exp.	\$ 100,285.00	\$ 8,215.00	\$ 8,215.00	8%
Mileage/Travel/Training	\$ 20.00			0%
Other Administrative Exp	\$ 18,483.00	\$ 1,010.55	\$ 1,010.55	5%
Total Administrative Expense	\$ 207,272.00	\$ 16,234.84	\$ 16,234.84	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,565.00	\$ 220.06	\$ 220.06	9%
Total Tenant Services Expenses	\$ 2,565.00	\$ 220.06	\$ 220.06	
Total Utility Expenses	\$ 128,065.00	\$ 13,815.48	\$ 13,815.48	11%
<i>Maintenance</i>				
Salaries	\$ 107,119.00	\$ 8,081.48	\$ 8,081.48	8%
Materials	\$ 30,030.00	\$ 1,342.89	\$ 1,342.89	4%
Contracts	\$ 75,432.00	\$ 5,533.84	\$ 5,533.84	7%
Total Maintenance Expenses	\$ 212,581.00	\$ 14,958.21	\$ 14,958.21	
<i>General Expenses</i>				
Insurance	\$ 32,796.00	\$ 2,733.02	\$ 2,733.02	8%
Employee Benefits	\$ 110,438.00	\$ 8,399.67	\$ 8,399.67	8%
Depreciation Expense	\$ 96,882.00	\$ 8,073.54	\$ 8,073.54	8%
PILOT	\$ 7,582.00			0%
Casualty Losses	\$ -			0%
Collection Losses	\$ 10,932.00	\$ 1,850.00	\$ 1,850.00	17%
Energy Perf Cont Expense	\$ 41,510.00	\$ 1,569.83	\$ 1,569.83	4%
Total General Expenses	\$ 300,140.00	\$ 22,626.06	\$ 22,626.06	
Total Expenses	\$ 850,623.00	\$ 67,854.65	\$ 67,854.65	8%
Surplus - (Deficit)	\$ 9,628.00	\$ (3,577.56)	\$ (3,577.56)	

Percent of Budget Month 1 of 12

8%

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Vermilion Housing Authority
Operating Statement - Public Housing - Merche AMP 103
April 2023

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 191,852.00	\$ 12,722.58	\$ 12,722.58	7%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 11,712.00	\$ 915.53	\$ 915.53	8%
Other Income	\$ 189,745.00	\$ 854.77	\$ 854.77	0%
Subsidy	\$ 296,410.00	\$ 33,709.00	\$ 33,709.00	11%
Total Revenue	\$ 689,719.00	\$ 48,201.88	\$ 48,201.88	7%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 74,606.00	\$ 5,625.67	\$ 5,625.67	8%
Legal	\$ 665.00			0%
PBA Mngt. Exp.	\$ 86,413.00	\$ 7,052.50	\$ 7,052.50	8%
Mileage/Travel/Training	\$ 20.00			0%
Other Administrative Exp	\$ 18,477.00	\$ 926.14	\$ 926.14	5%
<i>Total Administrative Expense</i>	<i>\$ 180,181.00</i>	<i>\$ 13,604.31</i>	<i>\$ 13,604.31</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,185.00	\$ 191.27	\$ 191.27	9%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,185.00</i>	<i>\$ 191.27</i>	<i>\$ 191.27</i>	
<i>Total Utility Expenses</i>	<i>\$ 116,019.00</i>	<i>\$ 10,392.87</i>	<i>\$ 10,392.87</i>	<i>9%</i>
<i>Maintenance</i>				
Salaries	\$ 85,741.00	\$ 4,895.11	\$ 4,895.11	6%
Materials	\$ 29,298.00	\$ 1,113.57	\$ 1,113.57	4%
Contracts	\$ 54,468.00	\$ 5,180.31	\$ 5,180.31	10%
<i>Total Maintenance Expenses</i>	<i>\$ 169,507.00</i>	<i>\$ 11,188.99</i>	<i>\$ 11,188.99</i>	
<i>General Expenses</i>				
Insurance	\$ 28,054.00	\$ 2,337.82	\$ 2,337.82	8%
Employee Benefits	\$ 81,636.00	\$ 5,614.88	\$ 5,614.88	7%
Depreciation Expense	\$ 48,441.00	\$ 4,036.77	\$ 4,036.77	8%
PILOT	\$ 6,459.00			0%
Casualty Losses	\$ -			0%
Collection Losses	\$ 12,817.00	\$ (0.36)	\$ (0.36)	0%
Energy Perf Cont Expense	\$ 34,462.00	\$ 1,308.19	\$ 1,308.19	4%
<i>Total General Expenses</i>	<i>\$ 211,869.00</i>	<i>\$ 13,297.30</i>	<i>\$ 13,297.30</i>	
Total Expenses	\$ 679,761.00	\$ 48,674.74	\$ 48,674.74	7%
Surplus - (Deficit)	\$ 9,958.00	\$ (472.86)	\$ (472.86)	

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 329,444.00	\$ 24,805.00	\$ 24,805.00	8%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 22,736.00	\$ 1,777.19	\$ 1,777.19	8%
Other Income	\$ 177,492.00	\$ 533.25	\$ 533.25	0%
Subsidy	\$ 625,007.00	\$ 65,862.00	\$ 65,862.00	11%
Total Revenue	\$ 1,154,679.00	\$ 92,977.44	\$ 92,977.44	8%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 108,949.00	\$ 8,264.80	\$ 8,264.80	8%
Legal	\$ 1,135.00			0%
PBA Mngt. Exp.	\$ 135,160.00	\$ 12,710.00	\$ 12,710.00	9%
Mileage/Travel/Training	\$ 200.00			0%
Other Administrative Exp	\$ 26,548.00	\$ 1,631.73	\$ 1,631.73	6%
Total Administrative Expense	\$ 271,992.00	\$ 22,606.53	\$ 22,606.53	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 4,275.00	\$ 372.26	\$ 372.26	9%
Total Tenant Services Expenses	\$ 4,275.00	\$ 372.26	\$ 372.26	
Total Utility Expenses	\$ 172,749.00	\$ 16,434.65	\$ 16,434.65	10%
<i>Maintenance</i>				
Salaries	\$ 209,858.00	\$ 14,648.16	\$ 14,648.16	7%
Materials	\$ 45,432.00	\$ 1,738.29	\$ 1,738.29	4%
Contracts	\$ 136,529.00	\$ 5,620.18	\$ 5,620.18	4%
Total Maintenance Expenses	\$ 391,819.00	\$ 22,006.63	\$ 22,006.63	
<i>General Expenses</i>				
Insurance	\$ 55,603.00	\$ 4,633.58	\$ 4,633.58	8%
Employee Benefits	\$ 167,418.00	\$ 10,972.98	\$ 10,972.98	7%
Depreciation Expense	\$ 38,735.00	\$ 3,200.53	\$ 3,200.53	8%
PILOT	\$ 14,042.00			0%
Casualty Losses				0%
Collection Losses	\$ 26,515.00	\$ (1,138.18)	\$ (1,138.18)	-4%
Energy Perf Cont Expense	\$ -			0%
Total General Expenses	\$ 302,313.00	\$ 17,668.91	\$ 17,668.91	
Total Expenses	\$ 1,143,148.00	\$ 79,088.98	\$ 79,088.98	7%
Surplus - (Deficit)	\$ 11,531.00	\$ 13,888.46	\$ 13,888.46	

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Fraud Recovery	\$ 20,858.00	\$ 1,468.27	\$ 1,468.27	7%
Interest Income	\$ 500.00	\$ 287.33	\$ 287.33	57%
Administrative Fees	\$ 345,454.00	\$ 27,314.00	\$ 27,314.00	8%
Total Revenue	\$ 366,812.00	\$ 29,069.60	\$ 29,069.60	8%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 145,888.00	\$ 11,030.53	\$ 11,030.53	8%
Legal	\$ 500.00			0%
Mileage/Travel/Training	\$ 2,475.00	\$ 447.00	\$ 447.00	0%
Other Administrative Exp	\$ 48,690.00	\$ 1,767.52	\$ 1,767.52	4%
Program Management Fee	\$ 100,133.00	\$ 9,028.50	\$ 9,028.50	9%
<i>Total Administrative Expense</i>	<i>\$ 297,686.00</i>	<i>\$ 22,273.55</i>	<i>\$ 22,273.55</i>	
<i>General Expenses</i>				
Insurance	\$ 3,428.00	\$ 285.64	\$ 285.64	8%
Employee Benefits	\$ 45,253.00	\$ 3,785.40	\$ 3,785.40	8%
Depreciation Expense	\$ 4,615.00	\$ 384.55	\$ 384.55	8%
<i>Total General Expenses</i>	<i>\$ 53,296.00</i>	<i>\$ 4,455.59</i>	<i>\$ 4,455.59</i>	
Total Expenses	\$ 350,982.00	\$ 26,729.14	\$ 26,729.14	8%
Surplus - (Deficit)	\$ 15,830.00	\$ 2,340.46	\$ 2,340.46	

Percent of Budget Month 1 of 12

8%

00000025

April 30, 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	4/30/2023 Obligation
Operations 1406	\$ 256,526.80	\$ -	\$ 256,526.80	\$ -	0.0%	\$ 256,526.80
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 6,496.13	\$ 3,837.75	\$ 6,496.13	\$ -		
Background Check Information	\$ 4,503.87	\$ 369.72	\$ 4,503.87	\$ -		
	\$ 11,000.00	\$ 4,207.47	\$ 11,000.00	\$ -	0.0%	\$ 11,000.00
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	\$ 3,890.00	\$ 3,890.00	\$ 3,890.00	\$ -		
	\$ 3,890.00	\$ 3,890.00	\$ 3,890.00	\$ -	\$ -	\$ 3,890.00
Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 8,318.53	\$ -	\$ 8,318.53	\$ -		
Roadway Patching	\$ 184,434.60	\$ -	\$ 10,105.00	\$ 174,329.60		
	\$ 192,753.13	\$ -	\$ 18,423.53	\$ 174,329.60	90.4%	\$ 149,315.53
Dwelling Unit - Demolition 1480						
Demolition and Relocation - Fair Oaks	\$ 550,458.68	\$ -	\$ 550,458.68	\$ -		
	\$ 550,458.68	\$ -	\$ 550,458.68	\$ -	0.0%	\$ 550,458.68
Total	\$ 1,289,783.00	\$ 8,097.47	\$ 1,115,453.40	\$ 174,329.60	13.5%	\$ 1,246,345.40

Percent Obligated 96.6%

00000026

April 30, 2023

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	4/30/2023 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		
Serveillance 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	\$ 335.28	\$ 2,366.13	\$ 1,633.87		\$ 4,000.00
	\$ 190,000.00	\$ 335.28	\$ 131,506.55	\$ 58,493.45	30.8%	\$ 144,928.35
Administration 1410						
Administration Costs	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	100.0%	\$ -
Contract Administration 1480						
A/E Services	\$ 76,668.76	\$ 458.43	\$ 49,027.02	\$ 27,641.74		\$ 76,668.76
	\$ 76,668.76	\$ 458.43	\$ 49,027.02	\$ 27,641.74	36.1%	\$ 76,668.76
Dwelling Unit - Interior/Exterior 1480						
Unit Modernization - Fair Oaks	\$ -	\$ -	\$ -	\$ -		
Replace Lock Sets - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Replace Siding - Kennedy, Richie, Hubbard Trall, Hillcrest, Beeler	\$ 516,874.14	\$ -	\$ 447,136.81	\$ 69,737.33		\$ 516,874.14
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	\$ 40,882.10	\$ -	\$ -	\$ 40,882.10		
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ 787,968.03	\$ -	\$ 677,348.60	\$ 110,619.43	14.0%	\$ 747,085.93
Non-Dwelling/Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 15,597.10	\$ -	\$ 15,597.10	\$ -		\$ 15,597.10
Roadway Paving	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ -		\$ 1,100.00
Infrastructure Investment - Fair Oaks, Ramey	\$ -	\$ -	\$ -	\$ -		\$ -
Landscape Upgrades	\$ 38,353.37	\$ 5,925.00	\$ 35,178.37	\$ 3,175.00		\$ 38,353.37
	\$ 55,050.47	\$ 7,025.00	\$ 51,875.47	\$ 3,175.00	5.8%	\$ 55,050.47
Dwelling Unit - Demolition 1480						
Demolition - Fair Oaks, Ramey	\$ 420,707.14	\$ -	\$ 420,707.14	\$ -		
	\$ 420,707.14	\$ -	\$ 420,707.14	\$ -	0.0%	\$ 420,707.14
Total	\$ 1,962,993.00	\$ 7,818.71	\$ 1,723,063.38	\$ 239,929.62	12.2%	\$ 1,837,036.25

Percent Obligated 93.6%

00000027

ROSS Grant - Vermilion Housing Authority
ROSS211574
April 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	\$ -	\$ 89,248.58	\$ 48,367.42	35.1%
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	\$ 863.50	\$ 6,342.95	\$ 7,997.05	
	\$ 14,340.00	\$ 863.50	\$ 6,342.95	\$ 7,997.05	55.8%
Total	\$ 157,956.00	\$ 863.50	\$ 98,961.43	\$ 58,994.57	37.3%

00000028

Vermilion Housing Authority
First Financial Bank - Authority Account
April 2023

Balance Sheet

Assets

111105 Cash	320,751.43
Total Assets	320,751.43

Liabilities

2111 Accounts Payable	0.00
Total Liabilities	0.00

Equity

2820 Operating Reserves - Retained Earnings	320,738.25
Current Year Operating - Gain/(Loss)	13.18
Total Liabilities & Equity	320,751.43

Income Statement

	Current Month	Year to Date
Operating Revenue		
Interest Income	13.18	13.18
Other Income	0.00	0.00
Total Revenue	13.18	13.18
Operating Expenses		
Other Administrative Expenses	0.00	0.00
Total Expenses	0.00	0.00
Surplus - (Deficit)	13.18	13.18

00000029

Vermilion Housing Authority
Tenant Receivables Outstanding
PHAS Financial Indicator
April 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-23	\$	8,907.32	1.00%
April-23	\$	11,366.17	1.28%
May-23			0.00%
June-23			0.00%
July-23			0.00%
August-23			0.00%
September-23			0.00%
October-23			0.00%
November-23			0.00%
December-23			0.00%
January-24			0.00%
February-24			0.00%
March-24			0.00%

Vermilion Housing Authority

AP Expenditures

April 2023

All Source LLC	\$344.90
Amber McCoy	\$162.44
Ameren Illinois	\$24,643.00
Angela D Hasbargen	\$685.75
Anker Florist	\$85.00
Aqua Illinois Inc	\$14,020.70
B & D Sales And Service	\$50.28
Better NOI	\$885.00
Botts Locksmith	\$300.00
Bowers Tree Experts	\$5,925.00
Brickyard Disposal & Recycling Inc	\$656.15
Byerly Garage Door	\$3,890.00
Canady Laboratories, Inc.	\$1,098.40
City of Danville	\$7,003.47
City of Hoopeston	\$2,510.46
Comcast Cable	\$726.40
Connor Company	\$376.39
Constellation NewEnergy, Inc.	\$652.61
CTS Computer Center	\$6,222.00
Danville Area Community College	\$341.50
Doyle Thompson	\$50.00
East Central Comm. Action Agency	\$150.00
Farnsworth Group Inc.	\$458.43
Fastenal	\$342.74
First Nonprofit Unemployment Program	\$2,137.25
Freeman Exteriors	\$2,639.61
Georgetown Waterworks	\$3,183.01
Gibson Teldata, Inc.	\$37.85
Grunau Company Inc	\$390.00
Hd Supply Facilities Maintenance	\$5,694.97
Health Alliance	\$29,627.45
Housing-Renewal & Local Agency Retirement	\$14,056.38
Huber & Mudd LLC	\$1,340.00
Illini FS	\$1,313.34
Illinois Landfill	\$1,032.72
James W. Stevens	\$435.50
Johnson Controls Security Solutions	\$2,282.85
Kelly Printing Company Inc.	\$54.00
Kone Inc.	\$922.69
Leah D. Williams	\$300.00
Mahoney, Silverman & Cross, LLC	\$37.50
Margaret Duncan	\$670.48
Menards - Menards Of Danville	\$109.88
Metropolitan Life Insurance Company	\$2,015.49
Michelle R Cash	\$300.00
Municipal Water Utility	\$124.00
Nakeisha R Roan	\$143.00
Napa Auto Parts	\$109.79
NUSO, LLC	\$351.79
Pangea Foundation	\$468.00
Peerless Network	\$1,001.64
Petty Cash, Amber McCoy Custodial	\$5.25
Quadient Finance USA, Inc	\$2,000.00
Quicklube Hoopeston	\$53.21
Quicklube South	\$218.55
Quill	\$181.87
Republic Services	\$5,981.66

00000031

Santanna Energy Services	\$2,318.73
Sparklight Business	\$641.37
T&A Trucking	\$1,100.00
Tamra Hartman	\$162.44
Terminix Company	\$4,915.00
The Lincoln National Life Insurance Co.	\$235.45
Thyssenkrupp Elevator Corporation	\$1,757.16
Trigard Memorials	\$3,837.75
Verizon Wireless	\$204.63
Village of Fairmount	\$238.00
Village of Rossville	\$779.35
Vision Service Plan	\$203.85
Wagner Communications Inc.	\$438.23
Watson Tire & Automotive Inc.	\$940.50
Watts Copy System	\$558.05
Total for all Vendors	169,130.86

00000032



Memorandum

TO: Board of Commissioners
FROM: Amber McCoy, Chief Financial Officer
DATE: May 3, 2023
RE: Personnel Monthly Report for the Month of April 2023

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

Linden Coffey – Maintenance Mechanic – Hired

James Steven – Maintenance Laborer – Hired

Bill Athey – Building and Grounds Technician - Seasonal – Hired

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

VMS, RNP Reconciliation, and Updates
Danville, IL

Tamra Hartman
Assistant Director of Finance

VMS, RNP Reconciliation, and Updates
Danville, IL

Brittany Savalick
Director of Housing Operations

Understanding HUD's Two-Year Tool
Danville, IL

Tamra Hartman
Assistant Director of Finance

Understanding HUD's Two-Year Tool
Danville, IL

Brittany Savalick
Director of Housing Operations

HCV Financials for Non-Financial Managers
Danville, IL

Brittany Savalick
Director of Housing Operations

IAHA Maintenance and Management Clinic
Springfield, IL

Amber McCoy
Chief Financial Officer

IAHA Maintenance and Management Clinic
Springfield, IL

Tamra Hartman
Assistant Director of Finance

Implementing the HOTMA Final Rule
Danville, IL

Brittany Savalick
Director of Housing Operations

00000033



TASK ORDER

Fair Oaks & Beeler Pavement Assessment

Vermilion Housing Authority

April 27, 2023

00000034

TASK ORDER #9

This Task Order (this "**TO**") is entered into as of the 27 day of April, 2023, between Vermilion Housing Authority ("**Client**") and Farnsworth Group, Inc. ("**Farnsworth Group**") for the project described below. This TO is entered into pursuant to, and shall be subject to, the terms and conditions of that certain Master Services Agreement (including its attached General Conditions and Schedule of Charges as amended from time to time) dated November 5, 2021 (the "**Agreement**") between Client and Farnsworth Group. Capitalized terms used and not defined in this TO will have the meanings as described to them in the Agreement.

PROJECT OVERVIEW /

Our understanding of the project is based the in-person meeting between Jaclyn Vinson and Scott Burge on February 8, 2023.

Vermilion Housing Authority (VHA) would like to perform an analysis of their existing pavement at Beeler Terrace and Fair Oaks. Pavement includes sidewalks, parking lots, and dumpster pads. VHA has deteriorated pavement throughout these two properties and would like to develop a replacement plan for the available money. A budget has not been established for the project, but this task order includes services to assist with that effort.

To determine the areas of pavement that are in greatest need of replacement or restoration, we propose to perform a site visit at each property to evaluate the existing pavement. The site visit will include a visual inspection of the pavement to evaluate the areas of failure. After the inspection, Farnsworth Group will determine the areas of greatest need and prepare a recommendation for the best way to utilize the funding.

In addition to the pavement assessment, VHA would like to develop ideas how to better address the areas between the buildings at Fair Oaks. This area is currently split in the middle with a road and gravel between the road and the buildings. This promotes parking, requires maintenance, and is not very attractive.

Detailed design for procuring building permits and contractors will be covered under a separate task order.

SCOPE OF PROFESSIONAL SERVICES /**SCOPE OF WORK**

Farnsworth Group's scope of work includes a full-service approach within the parameters set by the scope identified within this proposal. We have included architecture and civil engineering design services, as well as necessary interface with the Owner, review agencies, and other owner retained consultants and vendors. The scope of work includes the services generally described as follows:

00000035

- A. Architecture
 - 1. Coordinate the project team and act as a single point of contact.
 - 2. One meeting with VHA to discuss the scope of project and next steps.
 - 3. Prepare the submittal and submit to VHA.

- B. Civil Engineering
 - 1. One site visit per property to visually assess the existing pavement.
 - 2. Identify, measure, and quantify items for repair, replacement, or renovation.
 - 3. Develop recommendations and list of priorities for pavement repair, replacement, or renovation.
 - 4. Develop high level budget costs.
 - 5. One meeting with VHA to discuss findings and review recommendations.

DELIVERABLES

The scope of work includes the following:

- A. Minimum 11 x 17 graphical representation of each property with recommended pavement areas needing attention.

MAIN POINT OF CONTACT /

The Main Point of Contact with Farnsworth Group for this Project will be:

Scott Burge, AIA
Senior Architectural Manager
2211 West Bradley Avenue
Champaign, IL 61821
(217) 352-7408
sburge@f-w.com

PROFESSIONAL FEES /

Farnsworth Group proposes to provide the described services for a fixed fee of \$16,800 (sixteen thousand, eight hundred dollars), plus normal reimbursable expenses. Additional details regarding payment terms and related policies are included in the attached General Conditions.

PROJECT TIMELINE /

Upon your notice to proceed, we are prepared to begin work within 2 weeks. We anticipate the proposed scope of work taking approximately 3-4 weeks to complete.

00000036

ASSUMPTIONS AND CLARIFICATIONS /

The following assumptions and clarifications support the fees for this proposal.

A. General

1. We have assumed sidewalk replacement will be in like kind and have not included revisions to address ADA deficiencies including ramps, curb ramps, or other ADA requirements.
2. We have assumed pavement and subsurface testing is not required or requested. We have not included these services as a result. All pavement analysis will be performed utilizing visual inspection.
3. Our analysis of the pavement will be based upon analysis of visible conditions only.
4. The number of meetings, site visits or travel included in this proposal are mentioned in the scope of services section. Additional meetings, site visits or travel may be requested on an hourly basis.
5. This work is expected to commence in May 2023. Significant delays in start date may require reassessing necessary services, schedule, and fees.
6. Construction documents, permitting, bidding, or construction administration services are not included in the fee.
7. Schedule relies on timely receipt of information to support design efforts.
8. Life cycle cost analysis on equipment not included.
9. Revisions caused by Owner, Tenants, Authority Having Jurisdiction (AHJ), other governmental review agencies or any other entity that causes work already performed to be revised is excluded.
10. No offsite site design or master planning is included, including utilities or ingress / egress into / out of the current paved areas.
11. Site electrical design or photometric analysis for lighting is not required and is not included.
12. Performing utility pot-hole services is not included.
13. Structural retaining wall design is not required and has not been included.
14. Preparing easements or exhibits is not included.

ADDITIONAL SERVICES /

The following services are not included in the fees for this proposal, but may be relevant to the project and can be provided at your request for an additional fee:

- Multiple revisions and changes of scope both during and after each phase of service.
- Preparation of plans or specifications not specifically defined by this agreement.
- Value Engineering exercises.
- Geotechnical Engineering for subsurface exploration.
- Meetings and/or hearings with Planning and Zoning or City Council.
- Attendance at additional meetings or site visits requested by the VHA.
- Assistance with material testing.
- Site surveying including topographic survey, boundary survey, or construction staking.
- Transportation Engineering including traffic studies.

00000037

OWNER RESPONSIBILITIES /

The following services or items are required to be provided by you in order to allow Farnsworth to complete the scope of services outlined above.

- Provide any available hard copy, PDF, or AutoCAD drawings of existing surveys, site plan, base drawings, mapping, and exhibits.
- All required notifications that originate with the owner (signs, public announcements, etc).
- Provide access to all properties within the assessment area.
- Timely feedback throughout the duration of the project.

AGREEMENT /

Please indicate your acceptance and agreement of this TO, which is subject to and incorporates by reference all terms of the Master Services Agreement between Client and Farnsworth Group, by signing and returning a copy of this TO for our records. In the event any terms of this TO conflict with a term in the Master Services Agreement, you agree and acknowledge that the terms of this TO shall control.

No other provisions or conditions, oral or written, shall apply unless explicitly included, approved and accepted by both parties in writing. Any implied or stated terms and conditions which may be included in or attached to a subconsultant/subcontractor 's proposal are expressly rejected and are null and void.

We appreciate the opportunity and look forward to working with you on this project.

FARNSWORTH GROUP, INC.

VERMILION HOUSING AUTHORITY

Signature

Scott Burge
Typed Name

Typed Name

Senior Architectural Manager
Title

Title

April 27, 2023
Date

Date

Signature

Jaclyn Vinson
Typed Name

Typed Name

Executive Director
Title

Title

Date

00 0000 38

RESOLUTION NO. 2023-12

**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 & Beeler Terrace Pavement Assessment for \$16,800.00; 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 & Beeler Terrace Pavement Assessment for \$16,800.00.
- 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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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 18th day May, 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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TASK ORDER

Building Signage & Wayfinding CDs

Vermilion Housing Authority

February 14, 2023

00000041

TASK ORDER #8

This Task Order (this "**TO**") is entered into as of the 14 day of February, 2023, between Vermilion Housing Authority ("**Client**") and Farnsworth Group, Inc. ("**Farnsworth Group**") for the project described below. This TO is entered into pursuant to, and shall be subject to, the terms and conditions of that certain Master Professional Services Agreement (including its attached General Conditions and Schedule of Charges as amended from time to time) dated November 5, 2021 (the "**Agreement**") between Company and Service Provider. Capitalized terms used and not defined in this TO will have the meanings ascribed to them in the Agreement.

PROJECT OVERVIEW /

Our understanding of the project is based on our concept design dated July 28, 2022 and revised on September 30, 2022. You provided feedback to the concept design in person on August 1, 2022 and via email on August 17, 2022 and December 12, 2022.

VHA would like to increase visibility by using branding with property monumental signage throughout all of the properties. Additionally, VHA would like to improve wayfinding within the larger sites you own and operate with multiple buildings.

The following signage shall be included:

- One monumental sign will be located at all the properties throughout VHA except Parkview Court.
- Wayfinding signage to provide a guide to the buildings within the site will be located at Fair Oaks.
- Building signage identifying individual buildings will be located at the following properties:
 - Beeler Terrace
 - Kennedy Court
 - Fair Oaks

This proposal covers the construction documents, bidding assistance, and construction administration to further develop the concept into a completed project that is built.

SCOPE OF PROFESSIONAL SERVICES /**SCOPE OF WORK**

Farnsworth Group's scope of work includes a full-service approach within the parameters set by the scope identified within this proposal. We have included architectural design services, as well as necessary interface with the Owner, review agencies, and other owner retained consultants and vendors. The scope of work includes the services generally described as follows:

- A. Architecture
 - 1. Construction Documents:
 - A. Prepare bidding and construction drawings for the monumental, wayfinding, and building signage.
 - B. Utilizing existing aerial photography from Google Earth, identify locations of the signage for each property.
 - C. Prepare technical specifications to describe the scope of work.
 - D. Prepare front end specifications (Division 00 & 01 sections).
 - E. Prepare independent cost opinion.
 - 2. Bidding Assistance
 - A. Attend one pre-bid meeting.
 - B. Respond to questions from prospective bidders.
 - C. Respond to RFI's and prepare addenda as required.
 - D. Attend one bid opening.
 - E. Review submitted bids for completeness.
 - F. Recommend award and prepare a contract between the selected contractor and VHA.
 - 3. Construction Administration
 - A. Attend one pre-construction meeting with project team.
 - B. Respond to Contractor generated Requests for Information (RFI).
 - C. Issue Architect's Supplemental Instructions (ASI), Proposal Requests (PR), and Change Orders (CO) as required.
 - D. Review contractor's monthly Pay Request applications.
 - E. Up to three site visits during construction.
 - F. One site visit at the end of construction to develop a punch list.
 - G. Distribute punch list to the project team.

DELIVERABLES

The scope of work includes the deliverables generally described as follows:

- A. 24 x 36 drawings:
 - 1. Site plan utilizing aerial photography from Google Earth for each site.
 - 2. Monumental signage elevations.
 - 3. Monumental signage section and details.
 - 4. Wayfinding and building signage schedule and details.
- B. 8.5 x 11 specification manual.

MAIN POINT OF CONTACT /

The Main Point of Contact with Farnsworth Group for this Project will be:

Scott Burge, AIA
2211 West Bradley Avenue
Champaign, IL 61821
(217) 352-7408
sburge@f-w.com

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PROFESSIONAL FEES /

Farnsworth Group proposes to provide the described services for a fixed fee of \$14,000 (fourteen thousand dollars), plus normal reimbursable expenses. Additional details regarding payment terms and related policies are included in the attached General Conditions.

PROJECT TIMELINE /

We understand a specific timeline has not been established for this project. Upon your notice to proceed, we anticipate the project taking approximately 4-5 weeks to complete. The bidding period will take approximately 3-4 weeks to complete. This will enable construction to start in late April or early May 2023.

ASSUMPTIONS AND CLARIFICATIONS /

The following assumptions and clarifications support the fees for this proposal.

A. General

1. The number of meetings, site visits or travel included in this proposal are mentioned in the scope of services section. Additional meetings, site visits or travel may be requested on an hourly basis.
2. Design revisions required as a result of code changes adopted after delivery of 100% construction documents are not included.
3. This work is expected to commence in February 2023. Significant delays in start date may require reassessing necessary services, schedule, and fees.
4. Record as-built drawings are not included; nor are Record As-Built drawing revisions and reformatting based on contractor provided as-built markups.
5. Revisions caused by Owner, Tenants, Authority Having Jurisdiction (AHJ), other governmental review agencies or any other entity that causes work already performed to be revised is excluded.
6. We have assumed the signage will not be illuminated and have not included electrical engineering accordingly.
7. Client provided consultants, such as legal services and associated surveying, geotechnical engineering, environmental analysis, etcetera, are excluded. We have included coordination with these consultants.

ADDITIONAL SERVICES /

The following services are not included in the fees for this proposal, but may be relevant to the project and can be provided at your request for an additional fee:

- Multiple revisions and changes of scope both during and after each phase of service.
- Preparation of plans or specifications not specifically defined by this agreement.
- Value Engineering exercises.
- Electrical Engineering.
- Structural Engineering.
- Civil Engineering.

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- Site surveying.
- Environmental Engineering for the identification and abatement of hazardous materials.
- Meetings and/or hearings with Planning and Zoning or City Council.
- Attendance at additional meetings or site visits.
- Construction staking.
- Postings, notifications, and other related services.

OWNER RESPONSIBILITIES /

The following services or items are required to be provided by you in order to allow Farnsworth to complete the scope of services outlined above.


- Provide any available hard copy, PDF, or AutoCAD drawings of existing surveys, site plan, base drawings, mapping, and exhibits.
- All required notifications that originate with the owner (signs, public announcements, etc).
- Timely feedback throughout the project duration.
- Payment of any application fees, recording costs, and other fees that could be associated in the scope of the project.

AGREEMENT /

Please indicate your acceptance and agreement of this TO, which is subject to and incorporates by reference all terms of the Agreement between Company and Service Provider dated November 5, 2021, by signing and returning a copy of this TO for our records. In the event any terms of this TO conflict with a term in the Agreement, you agree and acknowledge that the terms of the Agreement shall control. Again, we appreciate the opportunity and look forward to working with you on this exciting project.

Sincerely,

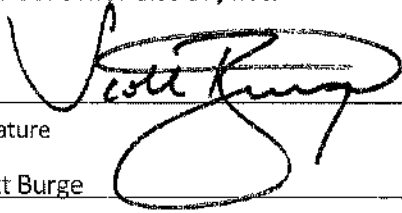
FARNSWORTH GROUP, INC.



Scott Burge, AIA
Senior Architectural Manager

00000045

FARNSWORTH GROUP, INC.



Signature

Scott Burge

Typed Name

Senior Architectural Manager

Title

February 14, 2023

Date

VERMILION HOUSING AUTHORITY

Signature

Jaclyn Vinson

Typed Name

Executive Director

Title

Date

00000046

RESOLUTION NO. 2023-13

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 Building Signage and Wayfinding for \$14,000.00; 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 project management with Farnsworth Group for Building Signage and Wayfinding for \$14,000.00.
- 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 18th day May, 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

00000048



TASK ORDER

Fair Oaks Renovation

Vermilion Housing Authority

December 27, 2022

00000049

TASK ORDER #7

This Task Order (this "**TO**") is entered into as of the 27 day of December 2022, between Vermilion Housing Authority ("**Client**") and Farnsworth Group, Inc. ("**Farnsworth Group**") for the project described below. This TO is entered into pursuant to, and shall be subject to, the terms and conditions of that certain Master Professional Services Agreement (including its attached General Conditions and Schedule of Charges as amended from time to time) dated March 11, 2022 (the "**Agreement**") between Company and Service Provider. Capitalized terms used and not defined in this TO will have the meanings ascribed to them in the Agreement.

PROJECT OVERVIEW /

Our understanding of the project is based on our work completed in Task Order #4. Our deliverable was presented on September 26, 2022 and we received your comments on September 28, 2022 and December 13, 2022.

Based upon our pilot project study for the building located at 1021-1035 Belton, the existing building will be renovated per the drawings submitted on September 26 included herein as a document enclosure. This building includes (4) four-bedroom units, (2) three-bedroom units, (1) one-bedroom unit and a laundry.

For the multi-bedroom units, the first and second floors will be completely renovated for each apartment. Interior partitions shall remain to the greatest extent possible. On the first floor the units will include a living room, half bathroom, kitchen, mechanical room, and laundry room. The stairs will remain in the existing locations. The second floor will contain the bedrooms and a full bathroom.

The layout for the single bedroom unit on the west side will be completely renovated. It will contain a single bedroom, kitchen, one full size bathroom, mechanical room, and laundry room.

The existing laundry room will not be renovated.

The exterior of 1021-1035 Belton will also be renovated. The brick cladding will remain but will be cleaned and patched. The siding will be completely replaced. Porches will be installed on the south and north entries. The existing exterior doors will remain in the same location. The windows and doors will be replaced. The windows in the bedrooms will be enlarged to accommodate code-required emergency escape.

In addition to the interior and exterior renovation work for 1021-1035 Belton, the exterior of units 1000-1020 Belton and 1000-1018 Campbell will be renovated to match 1021-1035 Belton. The siding, windows, porches, and steel exterior doors shall be replaced. No interior work will occur for these two buildings.

This task order includes professional services for construction documents, bidding assistance, and construction administration. We have assumed that the project will utilize only one general contract and will not be phased.

SCOPE OF PROFESSIONAL SERVICES /

SCOPE OF WORK

Farnsworth Group's scope of work includes a full-service approach within the parameters set by the scope identified within this proposal. We have included architecture, structural engineering, mechanical engineering, and electrical engineering design services, as well as necessary interface with the Owner, review agencies, and other owner retained consultants and vendors. The scope of work includes the services generally described as follows:

- A. Architecture
 - 1. Project Management
 - A. Coordinate the project team and act as a single point of contact.
 - B. Prepare the project deliverables and submit to the appropriate parties.
 - 2. Construction Documents
 - A. Architectural design to take the concept design to drawings suitable for bidding and procuring a contractor.
 - B. Prepare technical and front-end specifications.
 - 3. Bidding Assistance
 - A. Distribute the bidding documents to contractors via Farnsworth Group's online plan distribution website.
 - B. Answer questions from prospective bidders and provide clarifications as required.
 - C. Conduct one pre-bid meeting for prospective bidders.
 - D. Conduct one bid opening meeting.
 - E. Prepare recommendation to VHA Board pertaining to bid results.
 - F. Issue Notice of Intent to Award Construction Contract.
 - G. Assist VHA with the preparation of a contract with prospective contractor.
 - 4. Construction Administration
 - A. Answer questions from contractors. Issue clarifications as required.
 - B. Attend preconstruction meeting.
 - C. Review contractor's submittals.
 - D. Review contractor's pay requests.
 - E. Attend up to 6 on-site construction observation visits.
 - F. One site visit at substantial completion to prepare a punch list.
 - G. One site visit at final completion to verify the punch list is complete.
- B. Structural Engineering
 - 1. Construction Documents
 - A. Establish the structural engineering design criteria.
 - B. Foundation and superstructure design for the proposed porches on the north and south sides for up to three different porch types.
 - C. Design frames at interior first floor bearing walls to be removed.
 - D. Prepare plans and details for the new first floor load bearing frames.
 - E. Prepare technical specifications.
 - 2. Bidding Assistance
 - A. Answer questions from prospective bidders and provide clarifications as required.

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3. Construction Administration
 - A. Answer questions from contractors. Issue clarifications as required.
 - B. Review contractor's structural submittals.
- C. Mechanical Engineering
 1. Construction Documents
 - A. One site visit to perform field verification of existing mechanical systems.
 - B. Select mechanical equipment suitable for size of proposed apartments.
 - C. Design new ductwork and equipment layout to match proposed layout.
 - D. Prepare mechanical drawings to reflect proposed HVAC layout.
 - E. Design domestic water and sanitary sewer plumbing layout to accommodate proposed layout.
 - F. Specify plumbing fixtures.
 - G. Prepare plumbing drawings to reflect proposed plumbing layout.
 - H. Develop mechanical and plumbing technical specifications.
 2. Bidding Assistance
 - A. Answer questions from prospective bidders and provide clarifications as required.
 3. Construction Administration
 - A. Answer questions from contractors. Issue clarifications as required.
 - B. Review contractor's mechanical and plumbing submittals.
- D. Electrical Engineering
 1. Construction Documents
 - A. One site visit to perform field verification of existing electrical systems.
 - B. Select electrical equipment for power and lighting suitable for proposed layout.
 - C. Design electrical power, lighting, and electrical systems.
 - D. Prepare electrical drawings to reflect proposed electrical layout.
 - E. Develop electrical technical specifications.
 2. Bidding Assistance
 - A. Answer questions from prospective bidders and provide clarifications as required.
 3. Construction Administration
 - A. Answer questions from contractors. Issue clarifications as required.
 - B. Review contractor's electrical submittals.

DELIVERABLES

The scope of work includes 24 x 36 drawings and 8.5 x 11 specifications that will be used for obtaining permits and bids.

- A. Architecture
 1. Life safety plan, demolition plans, demolition elevations, proposed floor plans, elevations, building sections, partition details, door and window details, and reflected ceiling plans.
- B. Structural Engineering
 1. General notes, foundation plan, framing modification plans, foundation details, and framing details.

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C. Mechanical Engineering

1. Mechanical demolition plans, first floor mechanical plan, section floor mechanical plan, mechanical schedules, and mechanical details.
2. Plumbing demolition plans, underslab plumbing plan, second floor plumbing plan, plumbing schedules, and plumbing details.

D. Electrical Engineering

1. Electrical demolition plans for power, lighting and electrical systems, proposed plans for power, lighting, and electrical systems, electrical schedules, and electrical details.

MAIN POINT OF CONTACT /

The Main Point of Contact with Farnsworth Group for this Project will be:

Scott Burge, AIA
Senior Architectural Manager
2211 West Bradley Avenue
Champaign, IL 61821
(217) 352-7408
sburge@f-w.com

PROFESSIONAL FEES /

Farnsworth Group proposes to provide the described services for a fixed fee of \$87,500, eighty-seven thousand, five hundred dollars), plus normal reimbursable expenses. Additional details regarding payment terms and related policies are included in the attached General Conditions.

PROJECT TIMELINE /

Upon your notice to proceed, we are prepared to begin work in 1-2 weeks. We anticipate the project taking approximately 6-8 weeks to complete construction documents. The bidding phase will take approximately 3-4 weeks and completion will be dependent upon alignment with the VHA Board meeting schedule.

ASSUMPTIONS AND CLARIFICATIONS /

The following assumptions and clarifications support the fees for this proposal.

A. General

1. The existing utilities serving the building are adequate for the proposed renovation.
2. The number of meetings, site visits or travel included in this proposal are mentioned in the scope of services section. Additional meetings, site visits or travel may be requested on an hourly basis.
3. Design revisions required as a result of code changes adopted after submitting deliverables are not included.
4. Schedule relies on timely receipt of information to support design efforts.

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5. This work is expected to commence in January 2023. Significant delays in start date may require reassessing necessary services, schedule, and fees.
6. Life cycle cost analysis on equipment not included.
7. Record as-built drawings are not included; nor are Record As-Built drawing revisions and reformatting based on contractor provided as-built markups.
8. Detailed construction schedule is not included in the scope.
9. Readily available access to the project site will be provided.
10. During our site visit, we intend to document existing conditions based on the visible conditions. We have not included any destructive testing or deconstruction to evaluate existing conditions.
11. Revisions caused by Owner, Tenants, Authority Having Jurisdiction (AHJ), other governmental agencies or any other entity that causes work already performed to be revised is excluded.

B. Structural Engineering

1. A site visit is required to confirm configuration and bearing wall locations. Selective demolition by the Owner is requested prior to the site visit.
2. Net allowable soil bearing pressure shall be assumed. Redesign of foundations for actual soil conditions is excluded.
3. The interior center wall running the length of the building is a bearing wall supporting the second-floor framing. If it is determined that other walls are load bearing, design for support shall be an extra service.

C. Electrical Engineering

1. Data/communication and telephone design outside of rough-in locations is excluded. This service is typically furnished by the Owner.
2. New power service main design is excluded.

ADDITIONAL SERVICES /

The following services are not included in the fees for this proposal, but may be relevant to the project and can be provided at your request for an additional fee:

- Multiple revisions and changes of scope both during and after each phase of service.
- Preparation of plans or specifications not specifically defined by this agreement.
- Value Engineering exercises.
- Design for electrical vehicle charging stations, PV arrays, or generators is excluded.
- Meetings and/or hearings with Planning and Zoning or City Council.
- Attendance at additional meetings or site visits requested by the VHA.
- Site surveying.
- Postings, notifications, and other related services are not included in the proposed scope of work. Farnsworth Group can provide these services as an additional service upon request.
- Environmental Engineering for identification of hazardous materials and abatement design.
- Civil engineering for entry stoop replacement, ramp installation, and other sidewalk network replacement.

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OWNER RESPONSIBILITIES /

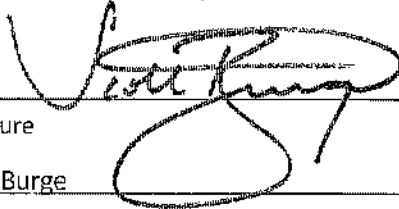
The following services or items are required to be provided by you in order to allow Farnsworth to complete the scope of services outlined above.

- Provide demolition in existing units to help confirm structural conditions.
- Timely responses to questions throughout the project duration.
- Provide access to the project site.
- Provide any available hard copy, PDF, or AutoCAD drawings of existing surveys, site plan, base drawings, mapping, and exhibits.
- All required notifications that originate with the owner (signs, public announcements, etc).
- Payment of any application fees, recording costs, and other fees that could be associated in the scope of the project.

AGREEMENT /

Please indicate your acceptance and agreement of this TO, which is subject to and incorporates by reference all terms of the Agreement between Farnsworth Group and VHA dated March 11, 2022, by signing and returning a copy of this TO for our records. In the event any terms of this TO conflict with a term in the Agreement, you agree and acknowledge that the terms of the Agreement shall control. Again, we appreciate the opportunity and look forward to working with you on this exciting project.

FARNSWORTH GROUP, INC.



 Signature
 Scott Burge

 Typed Name
 Senior Architectural Manager

 Title
 December 27, 2022

 Date

VERMILION HOUSING AUTHORITY

 Signature
 Jaclyn Vinson

 Typed Name
 Executive Director

 Title

 Date

FARNSWORTH GROUP, INC.

 Signature
 Caius Jennison

 Typed Name
 Principal

 Title
 December 27, 2022

 Date

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RESOLUTION NO. 2023-14

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 Renovation for \$87,500.00; 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 Fair Oaks Renovation for \$87,500.00.
- 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.

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 18th day May, 2023.

00000056

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

00000057

Order Placement Form

2022 Chevrolet Silverado 2500 Regular Cab



4WD \$54,000.00

Package includes following options:

- | | | | |
|-------------------------------------|------------------------------|-----------------------------|--------------------|
| 2 Door Regular Cab – 8 Foot Bed | Heavy Duty Air Filter | 170 Amp Alternator | Trailer Package |
| 6.6L V8 Engine | Auto-Locking Rear Diff | Halogen Reflector Headlamps | Hitch Guidance |
| LT245/75R17E Tires (5) | Tinted Glass | Daytime Running Lights | Power Window |
| 3.73 Rear Axle | External Engine Oil Cooler | 720 CCA HD Battery | Power Locks |
| Anti-Lock Brakes w/ Duralife Rotors | Corner Step Rear Bumper | Tilt Wheel | 12 V Power Outlet |
| 17" Painted Steel Wheels | HD Black Vinyl Flooring | Cab Mounted Cargo Light | EZ Lift Tailgate |
| Full Size Spare Tire | Air Conditioning | Heated Power OSRV Mirrors | Chevy Infotainment |
| Keyless Entry (2) | External Transmission Cooler | Cap-less Fuel Fill | 7" Diagonal Screen |
| 6-Speed Automatic Transmission | 40/20/40 Vinyl Bench Seat | Intermittent Wipers | Bluetooth Connect |

***Trucks are Pre-Owned Work Truck Trim Level with 20,000 or less miles in Good Condition**

Order Additional Options

X Please check all options desired

<input type="checkbox"/>	Splash Guards (Molded Front & Rear)	\$ 250.00
<input type="checkbox"/>	Running Boards (Round or Oval / Black or Chrome)	\$ 850.00
<input checked="" type="checkbox"/>	Bed Liner (Under Rail or Spray On)	\$ 599.00
<input checked="" type="checkbox"/>	Extra Key & Fob	\$ 295.00
<input type="checkbox"/>	Undercoating	\$ 199.00
<input type="checkbox"/>	Double Cab 6.85ft Bed	\$ 6000.00
<input checked="" type="checkbox"/>	Illinois Title & Municipal Plates	\$ 163.00

* Remainder of GM Factory Warranty

Exterior Color / Quantity

*Other Colors Available

Upon Request

(Interiors are Black / Gray)

White

BILL/SHIP TO:

City, County or Village Housing Authority of the City of Danville Tax Exemption # E99 833492

Address 1607 Clyman Ln City Danville State IL Zip 61832

Contact Person Jaclyn Vinson Phone 217-444-3101 Email jvinson@vermillionbasin.com

Total Price \$ 55,057 Quantity 1 Grand Total \$ 55,057 Corr

Britney Zola, Fleet Mgr.
(217) 872-2070

Miles Chevrolet 150 W. Pershing Rd. Decatur, IL 62526
EMAIL: bzola@vtaig.com

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RESOLUTION NO. 2023-15

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the purchase of a 2022 Chevy Silverado 2500 from Miles Chevrolet, Decatur, IL at a cost not to exceed \$55,057.00; 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 purchase of a2022 Chevy Silverado 2500 from Miles Chevrolet, Decatur IL at a cost not to exceed \$55,057.00.
- 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 18th day of May,
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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Order Placement Form

2022 Chevrolet Silverado 1500 Regular Cab

2WD \$36,500.00

4WD \$46,000.00

Package includes following options:

2 Door Regular Cab – 8 Foot Bed
 5.3 L V8 Engine Gasoline
 255/70R17 Tires
 3.23 Rear Axle
 Anti-Lock Brakes w/ Duralife Rotors
 17" Painted Steel Wheels
 Full Size Spare Tire
 10-Speed Automatic Transmission

Heavy Duty Air Filter
 Tinted Glass
 External Engine Oil Cooler
 Corner Step Rear Bumper
 HD Black Vinyl Flooring
 Air Conditioning
 External Transmission Cooler
 40/20/40 Vinyl Bench Seat

170 Amp Alternator
 Halogen Reflector Headlamps
 Daytime Running Lights
 730 CCA HD Battery
 Tilt Wheel
 Cab Mounted Cargo Light
 Heated Power OSRV Mirrors
 Intermittent Wipers

Cap-less Fuel Fill
 Power Window
 Power Locks
 12 V Power Outlet
 EZ Lift Tailgate
 Chevy Infotainment
 7" Diagonal Screen
 Bluetooth Connect

***Trucks are Pre-Owned Work Truck Trim Level with 20,000 or less miles in Good Condition**

Order Additional Options

Please check all options desired

<input type="checkbox"/>	Splash Guards (Molded Front & Rear)	\$ 250.00
<input type="checkbox"/>	Running Boards (Round or Oval / Black or Chrome)	\$ 850.00
<input checked="" type="checkbox"/>	Bed Liner (Under Rail or Spray On)	\$ 599.00
<input checked="" type="checkbox"/>	Extra Key & Fob	\$ 295.00
<input type="checkbox"/>	Undercoating	\$ 199.00
<input checked="" type="checkbox"/>	Illinois Title & Municipal Plates	\$ 163.00

* Remainder of GM Factory Warranty

Exterior Color / Quantity

*Other Colors Available
Upon Request

(Interiors are Black / Gray)

White

BILL/SHIP TO:

City, County or Village Housing Authority of the City of Danville Tax Exemption # E99 833492
 Address 1007 Clyman Ln City Danville State IL Zip 61832
 Contact Person Jaclyn Vinson Phone 217-444-3101 Email jvinson@vermilionhousing.com
 Total Price \$ 47,057 Quantity 1 Grand Total \$47,057.00

Britney Zola, Fleet Mgr.
 (217) 872-2070

Miles Chevrolet 150 W. Pershing Rd. Decatur, IL 62526
 EMAIL: bzola@vtaig.com

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RESOLUTION NO. 2023-16

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the purchase of a 2022 Chevy Silverado 1500 from Miles Chevrolet, Decatur, IL at a cost not to exceed \$47,057.00; 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 purchase of a2022 Chevy Silverado 1500 from Miles Chevrolet, Decatur IL at a cost not to exceed \$47,057.00.
- 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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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 18th day of May, 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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Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0215
(exp. 02/29/2020)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name Housing Authority of the City of Danville, IL	For PHA FY Ending (mm/dd/yyyy) 03/31/2023	Submission Date (mm/dd/yyyy)
--	---	------------------------------

Check here if the PHA expends less than \$300,000 a year in Federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

- Selection from the Waiting List.** (24 CFR 982.54(d)(1) and 982.204(a))
(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.
PHA Response Yes No
(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.
PHA Response Yes No
- Reasonable Rent.** (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)
(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.
PHA Response Yes No
(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):
PHA Response At least 98% of units sampled 80 to 97% of units sampled Less than 80% of units sampled
- Determination of Adjusted Income.** (24 CFR part 5, subpart F and 24 CFR 982.516)
The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):
PHA Response At least 90% of files sampled 80 to 89% of files sampled Less than 80% of files sampled
- Utility Allowance Schedule.** (24 CFR 982.517)
The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.
PHA Response Yes No
- HQS Quality Control Inspections.** (24 CFR 982.405(b))
A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.
PHA Response Yes No
- HQS Enforcement.** (24 CFR 982.404)
The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):
PHA Response At least 98% of cases sampled Less than 98% of cases sampled

00000064

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes No

Enter current FMRs and payment standards (PS)

0-BR FMR <u>646</u>	1-BR FMR <u>667</u>	2-BR FMR <u>878</u>	3-BR FMR <u>1112</u>	4-BR FMR <u>1179</u>
PS <u>710</u>	PS <u>733</u>	PS <u>965</u>	PS <u>1223</u>	PS <u>1296</u>

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes No

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

PHA Response Yes No

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

PHA Response Yes No

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

PHA Response Yes No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response Yes No

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
 - (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;
- or
- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes No If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

Principal Operating Area of PHA _____
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- _____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- _____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).
- Is line c 50% or more? Yes No

- 2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- _____ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes No

- 3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- _____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes No

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.

RESOLUTION NO. 2023-17

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 Section 8 Management Assessment Program (SEMAP) submission for fiscal year ending March 31, 2023; 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 Section 8 Management Assessment Program (SEMAP) submission for fiscal year ending March 31, 2023.
- 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 18th day of May, 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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