

Vermilion Housing Authority



Board of Commissioners

December 4, 2023

Board Packet



Vermilion Housing Authority

1607 Clyman Lane

Danville, IL 61832

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

TO: All Interested Parties

FROM: Jaclyn Vinson, Executive Director

DATE: December 1, 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 **Monday, December 4, 2023, at 5:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois.**



TO: Board of Commissioners

FROM: Jaclyn Vinson, Executive Director

DATE: December 1, 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 **Monday, December 4, 2023 at 5:00 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.

**BOARD OF COMMISSIONERS
REGULAR MEETING
FAIR OAKS ADMINISTRATION BUILDING BOARD ROOM
MONDAY, DECEMBER 4, 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 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 November 16, 2023 - VHA Board Minutes and Closed Session Minutes (Pages 6-21)
6. Police Reports (Pages 22-23)
7. Department Reports:
 - (a) Public Housing (Pages 24-25)
 - (b) HCV (Pages 26-27)
 - (c) Finance (Pages 28-43)
 - (d) Personnel (Page 44)
8. New Business [all the below items – roll call vote]
 - * (a) AHRMA 2024 Insurance Policy Renewal (Pages 45-49)
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 January 18, 2024, at the Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, IL. We will begin at 5:00 p.m.

MINUTES OF
NOVEMBER 16, 2023
REGULAR BOARD MEETING

The Board of Commissioners of the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority met in regular session on November 16, 2023 at 5:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois. Upon roll call requested by Vice Chairperson Boyd, those present and absent were:

PRESENT: Vice Chairperson - Carla Boyd, Vic McFadden, Tim Tutton and Courtney Watson
ELECTRONICALLY: Chairman - Pat O'Shaughnessy
ABSENT: Harsha Gurujal and Deanna Witzel
ALSO PRESENT: Executive Director, Jaclyn Vinson; Deputy Director, Amber McCoy; Housing Operations Director, Brittany Savalick

Mrs. Vinson asked for an amendment to the agenda to ask for a vote, with the board members present, to allow Chairman O'Shaughnessy to participate in the meeting electronically under the Open Meetings Act, under allowed reasons, personal illness. Commissioner Tutton moved to allow Chairman O'Shaughnessy to join electronically. Commissioner McFadden seconded the motion. Upon unanimous ayes, approval was granted. Chairman O'Shaughnessy joined the meeting electronically.

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 McFadden moved that the agenda be approved as presented. Commissioner Tutton seconded the motion. Upon unanimous ayes, approval was granted.

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 October 19, 2023 Regular Board Meeting item number 5 on the agenda. None were presented. Chairman O'Shaughnessy stated that if there were no additions or corrections, he needs a motion to approve the minutes. Vice Chairperson Boyd made a motion that the minutes from the October 19, 2023 Regular Board Meeting Minutes be approved. Commissioner McFadden seconded the motion. Chairman O'Shaughnessy

called for a roll call vote to approve the October 19, 2023 Regular Board Meeting Minutes and Closed Session Minutes which produced the following:

AYES: C. Boyd, V. McFadden, P. O’Shaughnessy, T. Tutton and C. Watson
NAYES: None
ABSENT: H. Gurujal and D. Witzel

Chairman O’Shaughnessy thereupon declared said motion carried.

Chairman O’Shaughnessy asked for item number 6 on the agenda – Police Reports. Mrs. Vinson stated she does have copies of the police reports. A question and answer session followed.

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

(a) Public Housing – Brittany Savalick went over the October report. She stated they were at 97% occupancy at all AMPs. She also went over the Ross Grant Report. A question and answer session followed.

(b) HCV/Section 8 – Brittany Savalick went over the October report. Voucher count on October 1st was 464. Issued 76 vouchers. A question and answer session followed.

(c) Finance – Amber McCoy went over the Finance, TAR’s and Expenditures report for October.

(d) Personnel – Amber McCoy went over the October 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 – Public Participation Policy, Personnel Policy, 2024 Meeting and Holiday Schedule, Emphasys Annual Maintenance Contract, Staff Health Insurance Renewal Rates 2024, Dental Insurance Renewal Rates 2024, and Staff Compensation.

(a) Public Participation Policy – Mrs. Vinson went over the policy. This was a first read last month. No changes have been made since then. Chairman O’Shaughnessy

asked if there were any more questions. None were presented. Vice Chairperson Boyd made a motion to approve the Public Participation Policy. Commissioner Watson seconded it.

RESOLUTION NO. 2023-31

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the Public Participation Policy; and

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

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

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

Chairman O’Shaughnessy called for a roll call vote to approve the Public Participation Policy which produced the following:

AYES: C. Boyd, V. McFadden, P. O’Shaughnessy, T. Tutton and C. Watson
NAYES: None
ABSENT: H. Gurujal and D. Witzel

Chairman O’Shaughnessy thereupon declared said motion carried.

(b) Personnel Policy – Mrs. Vinson went over the policy. This was a first read last month. No changes have been made since then. A question and answer session followed. Chairman O’Shaughnessy asked if there were any more questions. None were presented. Commissioner McFadden made a motion to approve the Personnel Policy. Commissioner Tutton seconded it.

RESOLUTION NO. 2023-32

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the Personnel Policy; and

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

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

Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.

Section 2. Approval of the Personnel Policy.

Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

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

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

AYES: C. Boyd, V. McFadden, P. O’Shaughnessy, T. Tutton and C. Watson
NAYES: None
ABSENT: H. Gurujal and D. Witzel

Chairman O’Shaughnessy thereupon declared said motion carried.

(c) 2024 Meeting and Holiday Schedule – Mrs. Vinson went over the schedule. Mrs. Vinson stated the concern with quorum with the board traveling to board meetings. Commissioner McFadden asked about audience participation then recommended traveling north and south once a year. Chairman O’Shaughnessy recommended rotating in Danville and having one meeting north and one meeting south a year. Mrs. Vinson asked for approval of this schedule now because it conforms with our By Laws and then we will revise the By Laws and update the Board Meeting Schedule. A question and answer session followed. Chairman O’Shaughnessy asked if there were any more questions. None were presented. Vice Chairperson Boyd made a motion to approve the 2024 Meeting and Holiday Schedule. Commissioner McFadden seconded it.

RESOLUTION NO. 2023-33

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

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

redevelopment projects as will tend to relieve the shortage of decent, safe, affordable and sanitary housing; and

WHEREAS, in furtherance of its purpose, the Authority to approve the 2024 Holiday and Board of Commissioners Meeting Schedule; and

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

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

Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.

Section 2. Approval of the 2024 Holiday and Board of Commissioners Meeting Schedule.

Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

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

Chairman O'Shaughnessy called for a roll call vote to approve the 2024 Meeting and Holiday Schedule which produced the following:

AYES: C. Boyd, V. McFadden, P. O'Shaughnessy, T. Tutton and C. Watson

NAYES: None
ABSENT: H. Gurujal and D. Witzel

Chairman O’Shaughnessy thereupon declared said motion carried.

(d) Emphasys Annual Maintenance Contract – Mrs. Vinson went over the proposal. Chairman O’Shaughnessy asked if there were any questions. None were presented. Vice Chairperson Boyd made a motion to approve the Emphasys Annual Maintenance Contract. Commissioner McFadden seconded it.

RESOLUTION NO. 2023-34

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the contract with Emphasys Computer Software for an annual amount of \$46,347.00 for annual maintenance and technical support; and

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

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

Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.

Section 2. Approval of the contract with Emphasys Computer Software for an annual amount of \$46,347.00 for annual maintenance and technical support.

Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

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

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

AYES: C. Boyd, V. McFadden, P. O'Shaughnessy, T. Tutton and C. Watson
NAYES: None
ABSENT: H. Gurujal and D. Witzel

Chairman O'Shaughnessy thereupon declared said motion carried.

(e) Staff Health Insurance Renewal Rates 2024 – Mrs. Vinson went over the 2024 rates. Chairman O'Shaughnessy asked if there were any questions. None were presented. Commissioner McFadden made a motion to approve the Staff Health Insurance Renewal Rates 2024. Commissioner Tutton seconded it.

RESOLUTION NO. 2023-35

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the health insurance renewal options for 2024 with Health Alliance for POS 2000 Gold; and

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

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

Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.

Section 2. Approval of the health insurance renewal options for 2024 with Health Alliance for POS 2000 Gold.

Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

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

Chairman O’Shaughnessy called for a roll call vote to approve the Staff Health Insurance Renewal Rates 2024 which produced the following:

AYES: C. Boyd, V. McFadden, P. O’Shaughnessy, T. Tutton and C. Watson
NAYES: None
ABSENT: H. Gurujal and D. Witzel

Chairman O’Shaughnessy thereupon declared said motion carried.

(f) Dental Insurance Renewal Rates 2024 – Mrs. Vinson went over the 2024 rates. Chairman O’Shaughnessy asked if there were any questions. None were presented. Commissioner McFadden made a motion to approve the Staff Dental Insurance Renewal Rates 2024. Vice Chairperson Boyd seconded it.

RESOLUTION NO. 2023-36

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

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve the dental insurance renewal options for 2024 with MetLife; 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 dental insurance renewal options for 2024 with MetLife.

Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

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

Chairman O’Shaughnessy called for a roll call vote to approve the Staff Dental Insurance Renewal Rates 2024 which produced the following:

AYES: C. Boyd, V. McFadden, P. O’Shaughnessy, T. Tutton and C. Watson
NAYES: None
ABSENT: H. Gurujal and D. Witzel

Chairman O’Shaughnessy thereupon declared said motion carried.

(g) Staff Compensation– Mrs. Vinson went over the proposal. Chairman O’Shaughnessy asked if there were questions. None were presented. Commissioner McFadden made a motion to approve the Staff Compensation. Vice Chairperson Boyd seconded it.

RESOLUTION NO. 2023-37

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

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

WHEREAS, in furtherance of its purpose, the Authority to approve a one-time compensation adjustment to staff based on their longevity and hours worked by the agency along with the costs of FICA taxes and workman’s compensation insurance estimating \$35,880.94; and

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

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

Section 1. The findings and recitations hereinabove set forth are adopted and found to be true.

Section 2. Approval of a one-time compensation adjustment to staff based on their longevity and hours worked by the agency along with the costs of FICA taxes and workman's compensation insurance estimating \$35,880.94.

Section 3. This Resolution is in addition to all other resolutions on the subject and shall be construed in accordance therewith, excepting as to that part in direct conflict with any other resolution, in which event the provisions hereof shall control.

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

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

AYES: C. Boyd, V. McFadden, P. O'Shaughnessy, T. Tutton and C. Watson
NAYES: None
ABSENT: H. Gurujal and D. Witzel

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. A question and answer session followed.
- (b) **ROSS Grant Submission** – Mrs. Vinson stated it is time for us to apply. Mrs. Vinson went over the details of the grant.

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. Vice Chairperson made the motion to adjourn. Commissioner McFadden seconded the motion. Upon unanimous ayes, the meeting was adjourned at 5:45pm.

_____ 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

	FY 2024	FY 2023	FY 2024	FY 2023	2024	2023
Total Police Calls			YTD Police:	75	77	
March:		9				FO-7/BT-2
February:		10				FO-7/BT-2/MC-1
January:		6				FO-4/MC-2
December:		9				FO-5/BT-2/CH-1/CM-1
November:	9	9				FO-4/MC-4/MCT-1
October:	13	11				FO-4/BT-1/MC-5/CH-1
September:	10	6				FO-6
August:	8	15				FO-13/BT-1/MC-1
July:	6	12				FO-9/BT-2/PVC-1
June:	10	15				FO-13/BT-1/CM-1
May:	11	16				FO-11/BT-4/MC-1
April:	8	13				FO-10/BT-1/MCT-1/PVC-1
Total Calls for the Month:	9		YTD Calls:	75	77	

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

Monthly Occupancy November 2023

AMP	End of Month Occupany	TOTAL UNITS PER	OCCUPIED UNIT %
AMP 101-Fair Oaks	157	158	99%
AMP 102-Beeler, Churchill, Madison Ct.	108	108	100%
AMP 103- Mer Che	90	93	97%
AMP 104- County Sites	133	136	98%
GRAND TOTAL THIS MONTH	488	495	99%
GRAND TOTAL LAST MONTH	525	544	97%

November 2023 Board Report
Resident Opportunity & Self Sufficiency (ROSS)

Meetings:

- Step Up/Resource Rally
- Continuum of Care
- Central Illinois Drug Endangered/Child Abuse Prevention Coalition

Trainings:

- Leadership Tomorrow
- ROSS NOFO 2023 Webinar

Referrals:

- Referrals made to Community Organizations/Services
 - Community Action – energy assistance
 - Fair Hope – Children’s clothing
 - Love Inc. – Furnishings
 - Toys for Tots

Program:

- Community Needs Assessment for ROSS
- Appointments:
 - 3 participants provided with bus passes
 - Meisha Gee, resident and ROSS participant has successfully completed the Phlebotomy Program at DACC.

Other:

- AMBUCS Board Meeting
- Leadership Tomorrow completion/graduation
- The Dwelling Place Board Meeting
- Festival of Trees volunteer

Housing Choice Voucher November 2023 Board Report

UTILIZATION

- New Admissions: 23 (and counting)
- Terminations: 0

PROGRAM UPDATE:

44 vouchers were issued to families coming from the HCV waiting list in the month of November. Parkview Court Individual Relocation Plan meetings were conducted in November. Most families expressed interest in the Tenant Protection Voucher route. Eligibilities for Tenant Protection Vouchers are underway, and a briefing will be scheduled for eligible families.

	2022	2023									
Mon.	FUP	Reg.	DEMO II	RC DEMO	VASH	VASH 16	CP	Port-Out	PMII	Total	
1	442	4	295	13	3	37	54	9	4	7	436
2	439	5	306	13	3	36	57	9	4	7	440
3	433	5	318	12	3	39	56	9	3	6	451
4	419	6	330	10	3	38	56	9	3	6	461
5	417	6	336	10	3	38	56	9	3	6	467
6	423	6	338	10	3	38	56	9	2	6	468
7	428	7	334	10	3	40	57	9	2	6	468
8	428	7	331	10	3	40	57	9	1	6	464
9	434	7	331	10	3	40	57	9	1	6	464
10	431	8	329	9	3	41	55	10	2	7	464
11	427	8	339	9	3	41	56	10	1	7	474
12	431										
Grand Total	5152	69	3587	116	33	428	617	101	26	70	5047

*Totals reflect retroactive terminations and lease ups as of 1st of month, delayed port-outs, and pending move-ins *

Legend:

FUP- Family Unification

Reg.- Regular

VASH- Veteran Administration Supportive Housing

VASH16- Cannon Place (Project-Based)

CP- Crosspoint Referral

Port-Out- Payable Port-Outs

PMII- Prairie Meadows Phase II (Project-Based)

FUNDING

Month	UMA	UML	Leasing %
JAN	916	426	47%
FEB	916	440	48%
MAR	916	451	49%
APR	916	461	50%
MAY	916	467	51%
JUNE	916	468	51%
JULY	916	468	51%
AUG	916	464	51%
SEP	916	465	51%
OCT	916	646	51%
YTD	9,160	4,584	50%

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
APR	\$234,210	\$242,895	104%	\$528.03
MAY	\$234,210	\$247,430	106%	\$532.11
JUNE	\$234,210	\$248,743	106%	\$531.5
JULY	\$234,210	\$251,994	108%	\$535.02
AUG	\$234,210	\$252,414	108%	\$544
SEP	\$234,21	\$251,4847	107%	\$540.83
OCT	\$227,841	\$252,496	111%	\$544.17
YTD	\$2,351,093	\$2,429,278	103%	\$529.95

UMA- Unit Months Available

UML- Unit Months Leased

ABA- Annual Budget Authority

HAP- Housing Assistance Payment

PUC- Per Unit Cost (Average)



To: Amber McCoy, Deputy Director
 From: Tamra Hartman, Finance Manager
 Date: December 1, 2023
 Re: Finance Report

Public Housing Operating Fund

	November 2023	FY 24 YTD
COCC	\$136.16	\$44,622.71
AMP 101	\$43,126.59	\$429,896.22
AMP 102	\$7,916.01	\$77,235.80
AMP 103	\$10,320.50	\$82,244.54
AMP 104	(\$6,674.76)	\$89,961.75
Total	\$54,824.50	\$723,961.02

Housing Choice Voucher - Section 8

Section 8 is currently showing a loss of **\$15,637.14** for the month and an overall gain of **\$7,542.25** for the year.

Public Housing Capital Fund

Capital Fund 2021, VHA, funds were drawn down in the amount of **\$36,510.34**.

Capital Fund 2022, VHA, funds were drawn down in the amount of **\$383,084.56**.

Notable AP Expenditures

Freeman Exteriors	\$313,661.68	Fair Oaks siding repair, roof, gutters, and downspouts.
	\$1,982.95	Administrative office gutters.
	\$2,922.00	Mer Che roof and gutter repair.
Emphasys Software	\$35,527.00	Annual Maintenance Agreement.
	\$7,638.00	Work Order Touch.
	\$3,182.00	HQS Touch.
S.E.A. Group	\$29,111.82	Fair Oaks cameras.
Hawkins Ash	\$28,000.00	Audit.

ROSS Grant Funding

ROSS funds were drawn down in the amount of \$7,257.44.

Tenant Receivables Outstanding

Tenant accounts receivable for the month have increased in total to \$29,448.83.

Vermilion Housing Authority
Balance Sheet - Detail
Reporting for periods as of 11/30/2023

<u>Assets</u>	Total Public Housing	100 COCC	101 Fair Oaks	102 Beeler CH Madison	103 Merche	104 County	800 HCV
111112 IF Gen Account	5,222,088.80	5,222,088.80	0.00	0.00	0.00	0.00	0.00
111113 IF HCV Account	0.00	0.00	0.00	0.00	0.00	0.00	294,447.79
111700 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
112000 Interfund	570.69	(4,778,443.43)	3,288,222.84	321,396.27	253,253.28	916,141.73	(570.69)
112200 AR Tenants	29,448.83	0.00	18,687.29	284.80	5,735.74	4,741.00	176,792.73
112265 Allow Doubtful A	(2,346.05)	0.00	(738.80)	(796.25)	(645.00)	(166.00)	(176,792.73)
112500 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121100 Prepaid WC	15,634.91	15,634.91	0.00	0.00	0.00	0.00	0.00
121101 Prepaid Ins	14,523.61	45.50	4,773.78	2,732.99	2,337.79	4,633.55	285.65
121102 Prepaid Soft	2,389.41	0.00	961.81	373.44	355.65	698.51	277.83
121103 Prepaid HCV	0.00	0.00	0.00	0.00	0.00	0.00	874.97
140001 Vehicles	413,741.18	0.00	256,162.68	56,319.00	18,492.00	82,767.50	23,073.00
140002 Equipment	1,051,328.19	111,829.56	434,470.70	180,731.72	33,047.71	291,248.50	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	(40,664,282.22)	(1,270,098.46)	(13,589,498.92)	(11,863,659.61)	(5,006,153.16)	(8,934,872.07)	(16,920.20)
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	\$ 13,931,196.07	\$ 517,562.30	\$ 5,920,384.54	\$ 2,141,280.98	\$ 1,689,063.45	\$ 3,662,904.80	\$ 301,468.35
Liability							
211100 Acct Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211400 Sec Dep	61,769.00	0.00	24,000.00	9,249.00	4,570.00	23,950.00	0.00
211704 Health Ins	(34,613.35)	(34,613.35)	0.00	0.00	0.00	0.00	0.00
211705 Dental Ins	(2,420.65)	(2,420.65)	0.00	0.00	0.00	0.00	0.00
211714 Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211716 Unemployment	(1,677.19)	(1,677.19)	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
211719 Mercer Life	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211720 Mercer Vol Life	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211725 Vision	(439.70)	(439.70)	0.00	0.00	0.00	0.00	0.00
211726 Life Ins	(287.89)	(287.89)	0.00	0.00	0.00	0.00	0.00
211906 Res Training	9,616.84	0.00	570.99	772.88	3,680.24	4,592.73	0.00
211913 Scrap	1,067.97	1,067.97	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	21,081.56	0.00	9,486.62	6,324.53	5,270.41	0.00	0.00
213302 EPC Replace	4,217.79	0.00	3,206.42	85.54	925.83	0.00	0.00
213402 Accrued Vac	0.00	0.00	0.00	0.00	0.00	0.00	0.00
213700 PILOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
224000 Prepaid Rents	13,662.27	0.00	2,765.24	2,737.00	539.77	7,620.26	0.00
999900 Unposted Susper	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230000 Loan EPC	1,464,868.86	0.00	659,190.98	439,460.67	366,217.21	0.00	0.00
Total Liability	\$ 1,562,791.31	\$ (31,515.24)	\$ 705,710.63	\$ 462,866.84	\$ 384,247.35	\$ 41,481.73	\$ 2,968.42
Equity							
280200 Net Fix 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	5,848,758.33	455,237.08	3,884,081.39	941,481.50	74,841.67	493,116.69	250,246.42
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	12,362.86
Total	\$ 11,644,443.74	\$ 504,454.83	\$ 4,784,777.69	\$ 1,601,178.34	\$ 1,222,571.56	\$ 3,531,461.32	\$ 281,067.68
Current Year HAP +/-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,890.00
Current Year Oper +/-	\$ 723,961.02	\$ 44,622.71	\$ 429,896.22	\$ 77,235.80	\$ 82,244.54	\$ 89,961.75	\$ 7,542.25
Current Year Net Assets	\$ 723,961.02	\$ 44,622.71	\$ 429,896.22	\$ 77,235.80	\$ 82,244.54	\$ 89,961.75	\$ 17,432.25
Total Equity	\$ 12,368,404.76	\$ 549,077.54	\$ 5,214,673.91	\$ 1,678,414.14	\$ 1,304,816.10	\$ 3,621,423.07	\$ 298,499.93
Liabilities & Net Assets	\$ 13,931,196.07	\$ 517,562.30	\$ 5,920,384.54	\$ 2,141,280.98	\$ 1,689,063.45	\$ 3,662,904.80	\$ 301,468.35

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 867,356.00	\$ 78,878.00	\$ 599,655.87	69%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 68,896.00	\$ 45,647.58	\$ 133,505.12	194%
Other Income	\$ 826,361.00	\$ 80,724.88	\$ 387,254.68	47%
Subsidy	\$ 2,731,681.00	\$ 272,370.50	\$ 2,378,921.00	87%
Total Revenue	\$ 4,494,294.00	\$ 477,620.96	\$ 3,499,336.67	78%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 714,839.00	\$ 62,971.00	\$ 457,649.09	64%
Legal	\$ 51,988.00	\$ 4,240.00	\$ 16,646.65	32%
PBA Mngt. Exp.	\$ -	\$ (9,555.00)	\$ (73,339.50)	0%
Mileage/Travel/Training	\$ 11,737.00	\$ 2,360.55	\$ 10,187.95	87%
Other Administrative Exp	\$ 108,017.00	\$ 29,075.06	\$ 73,960.23	68%
<i>Total Administrative Expense</i>	<i>\$ 886,581.00</i>	<i>\$ 89,091.61</i>	<i>\$ 485,104.42</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 12,635.00	\$ 1,038.84	\$ 8,393.42	66%
<i>Total Tenant Services Expenses</i>	<i>\$ 12,635.00</i>	<i>\$ 1,038.84</i>	<i>\$ 8,393.42</i>	
<i>Total Utility Expenses</i>	<i>\$ 605,824.00</i>	<i>\$ 51,118.16</i>	<i>\$ 418,934.48</i>	<i>69%</i>
<i>Maintenance</i>				
Salaries	\$ 700,990.00	\$ 66,983.59	\$ 441,661.81	63%
Materials	\$ 240,190.00	\$ 38,067.02	\$ 211,206.37	88%
Contracts	\$ 487,026.00	\$ 70,390.57	\$ 363,433.62	75%
<i>Total Maintenance Expenses</i>	<i>\$ 1,428,206.00</i>	<i>\$ 175,441.18</i>	<i>\$ 1,016,301.80</i>	
<i>General Expenses</i>				
Insurance	\$ 174,284.00	\$ 14,523.70	\$ 116,316.60	67%
Employee Benefits	\$ 709,587.00	\$ 51,613.06	\$ 408,000.61	57%
Depreciation Expense	\$ 292,166.00	\$ 26,990.34	\$ 210,301.42	72%
PILOT	\$ 28,083.00	\$ -	\$ -	0%
Casualty Losses	\$ 10,000.00	\$ -	\$ (1,500.00)	0%
Collection Losses	\$ 143,836.00	\$ 7,746.81	\$ 49,362.48	34%
Energy Perf Cont Expense	\$ 140,974.00	\$ 5,232.76	\$ 64,160.42	46%
<i>Total General Expenses</i>	<i>\$ 1,498,930.00</i>	<i>\$ 106,106.67</i>	<i>\$ 846,641.53</i>	
Total Expenses	\$ 4,432,176.00	\$ 422,796.46	\$ 2,775,375.65	63%
Surplus - (Deficit)	\$ 62,118.00	\$ 54,824.50	\$ 723,961.02	

Percent of Budget Month 8 of 12

67%

Vermilion Housing Authority
Operating Statement - Public Housing - COCC Fund 100
November 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	\$ 8,924.00	\$ 48,924.00	25%
Subsidy	\$ -			0%
Total Revenue	\$ 196,431.00	\$ 8,924.00	\$ 48,924.00	25%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 335,156.00	\$ 32,997.16	\$ 232,498.28	69%
Legal	\$ 40,523.00	\$ 720.00	\$ 10,926.65	27%
PBA Mngt. Exp.	\$ (466,318.00)	\$ (49,855.00)	\$ (393,647.00)	84%
Mileage/Travel/Training	\$ 11,497.00	\$ 2,298.33	\$ 9,277.16	81%
Other Administrative Exp	\$ 19,504.00	\$ 2,487.82	\$ 9,995.40	51%
<i>Total Administrative Expense</i>	<i>\$ (59,638.00)</i>	<i>\$ (11,351.69)</i>	<i>\$ (130,949.51)</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ -	\$ -	\$ -	0%
<i>Total Tenant Services Expenses</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	
<i>Total Utility Expenses</i>	<i>\$ 22,622.00</i>	<i>\$ 996.33</i>	<i>\$ 13,625.37</i>	<i>60%</i>
<i>Maintenance</i>				
Salaries	\$ -			0%
Materials	\$ 600.00	\$ -	\$ 14.04	2%
Contracts	\$ 56,595.00	\$ 4,843.75	\$ 15,181.38	27%
<i>Total Maintenance Expenses</i>	<i>\$ 57,195.00</i>	<i>\$ 4,843.75</i>	<i>\$ 15,195.42</i>	
<i>General Expenses</i>				
Insurance	\$ 546.00	\$ 45.50	\$ 364.00	67%
Employee Benefits	\$ 155,872.00	\$ 14,040.97	\$ 104,362.17	67%
Depreciation Expense	\$ -	\$ 212.98	\$ 1,703.84	0%
PILOT	\$ -			0%
Casualty Losses				0%
Collection Losses	\$ -			0%
Energy Perf Cont Expense	\$ -			0%
<i>Total General Expenses</i>	<i>\$ 156,418.00</i>	<i>\$ 14,299.45</i>	<i>\$ 106,430.01</i>	
Total Expenses	\$ 176,597.00	\$ 8,787.84	\$ 4,301.29	2%
Surplus - (Deficit)	\$ 19,834.00	\$ 136.16	\$ 44,622.71	225%

Percent of Budget Month 8 of 12

67%

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 127,552.00	\$ 14,573.00	\$ 85,713.00	67%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 20,669.00	\$ 13,694.28	\$ 40,051.55	194%
Other Income	\$ 63,471.00	\$ 6,561.91	\$ 30,862.57	49%
Subsidy	\$ 1,381,522.00	\$ 137,346.00	\$ 1,236,918.00	90%
Total Revenue	\$ 1,593,214.00	\$ 172,175.19	\$ 1,393,545.12	87%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 108,080.00	\$ 10,220.67	\$ 68,676.33	64%
Legal	\$ 9,229.00	\$ 2,590.00	\$ 2,618.00	28%
PBA Mngt. Exp.	\$ 144,460.00	\$ 12,167.50	\$ 96,100.00	67%
Mileage/Travel/Training	\$ -	\$ -	\$ 15.00	0%
Other Administrative Exp	\$ 25,005.00	\$ 8,701.28	\$ 16,495.39	66%
<i>Total Administrative Expense</i>	<i>\$ 286,774.00</i>	<i>\$ 33,679.45</i>	<i>\$ 183,904.72</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 3,610.00	\$ 300.41	\$ 2,412.88	67%
<i>Total Tenant Services Expenses</i>	<i>\$ 3,610.00</i>	<i>\$ 300.41</i>	<i>\$ 2,412.88</i>	
<i>Total Utility Expenses</i>	<i>\$ 166,369.00</i>	<i>\$ 15,180.04</i>	<i>\$ 119,994.85</i>	<i>72%</i>
<i>Maintenance</i>				
Salaries	\$ 298,272.00	\$ 23,979.48	\$ 168,367.79	56%
Materials	\$ 134,830.00	\$ 27,513.82	\$ 117,119.96	87%
Contracts	\$ 164,002.00	\$ (4,928.77)	\$ 109,233.97	67%
<i>Total Maintenance Expenses</i>	<i>\$ 597,104.00</i>	<i>\$ 46,564.53</i>	<i>\$ 394,721.72</i>	
<i>General Expenses</i>				
Insurance	\$ 57,285.00	\$ 4,773.78	\$ 38,450.24	67%
Employee Benefits	\$ 194,223.00	\$ 12,261.61	\$ 99,583.10	51%
Depreciation Expense	\$ 108,108.00	\$ 10,527.85	\$ 82,356.18	76%
PILOT	\$ -			0%
Casualty Losses	\$ 10,000.00		\$ (500.00)	0%
Collection Losses	\$ 93,572.00	\$ 3,406.19	\$ 14,211.60	15%
Energy Perf Cont Expense	\$ 65,002.00	\$ 2,354.74	\$ 28,513.61	44%
<i>Total General Expenses</i>	<i>\$ 528,190.00</i>	<i>\$ 33,324.17</i>	<i>\$ 262,614.73</i>	
Total Expenses	\$ 1,582,047.00	\$ 129,048.60	\$ 963,648.90	61%
Surplus - (Deficit)	\$ 11,167.00	\$ 43,126.59	\$ 429,896.22	

Percent of Budget Month 8 of 12

67%

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 218,508.00	\$ 17,766.00	\$ 148,267.05	68%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 13,779.00	\$ 9,129.52	\$ 26,701.02	194%
Other Income	\$ 199,222.00	\$ 21,210.33	\$ 115,294.30	58%
Subsidy	\$ 428,742.00	\$ 43,305.00	\$ 374,425.00	87%
Total Revenue	\$ 860,251.00	\$ 91,410.85	\$ 664,687.37	77%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 88,048.00	\$ 3,828.84	\$ 49,103.16	56%
Legal	\$ 436.00	\$ 180.00	\$ 732.00	168%
PBA Mngt. Exp.	\$ 100,285.00	\$ 8,370.00	\$ 65,875.00	66%
Mileage/Travel/Training	\$ 20.00		\$ 51.32	0%
Other Administrative Exp	\$ 18,483.00	\$ 5,518.54	\$ 14,936.26	81%
<i>Total Administrative Expense</i>	<i>\$ 207,272.00</i>	<i>\$ 17,897.38</i>	<i>\$ 130,697.74</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,565.00	\$ 207.38	\$ 1,715.22	67%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,565.00</i>	<i>\$ 207.38</i>	<i>\$ 1,715.22</i>	
<i>Total Utility Expenses</i>	<i>\$ 128,065.00</i>	<i>\$ 10,881.50</i>	<i>\$ 96,417.13</i>	<i>75%</i>
<i>Maintenance</i>				
Salaries	\$ 107,119.00	\$ 11,075.18	\$ 72,666.03	68%
Materials	\$ 30,030.00	\$ 1,267.16	\$ 23,358.84	78%
Contracts	\$ 75,432.00	\$ 21,803.38	\$ 74,552.98	99%
<i>Total Maintenance Expenses</i>	<i>\$ 212,581.00</i>	<i>\$ 34,145.72</i>	<i>\$ 170,577.85</i>	
<i>General Expenses</i>				
Insurance	\$ 32,796.00	\$ 2,733.02	\$ 22,133.16	67%
Employee Benefits	\$ 110,438.00	\$ 6,912.97	\$ 65,903.95	60%
Depreciation Expense	\$ 96,882.00	\$ 9,012.21	\$ 68,343.00	71%
PILOT	\$ 7,582.00			0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 10,932.00	\$ 134.83	\$ 12,236.08	112%
Energy Perf Cont Expense	\$ 41,510.00	\$ 1,569.83	\$ 19,427.44	47%
<i>Total General Expenses</i>	<i>\$ 300,140.00</i>	<i>\$ 20,362.86</i>	<i>\$ 188,043.63</i>	
Total Expenses	\$ 850,623.00	\$ 83,494.84	\$ 587,451.57	69%
Surplus - (Deficit)	\$ 9,628.00	\$ 7,916.01	\$ 77,235.80	

Percent of Budget Month 8 of 12

67%

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 191,852.00	\$ 16,374.00	\$ 128,163.82	67%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 11,712.00	\$ 7,760.09	\$ 22,695.86	194%
Other Income	\$ 189,745.00	\$ 22,333.58	\$ 104,270.31	55%
Subsidy	\$ 296,410.00	\$ 29,447.50	\$ 251,839.00	85%
Total Revenue	\$ 689,719.00	\$ 75,915.17	\$ 506,968.99	74%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 74,606.00	\$ 4,643.59	\$ 35,817.58	48%
Legal	\$ 665.00	\$ 550.00	\$ 2,297.20	345%
PBA Mngt. Exp.	\$ 86,413.00	\$ 6,975.00	\$ 56,265.00	65%
Mileage/Travel/Training	\$ 20.00	\$ -	\$ 34.90	0%
Other Administrative Exp	\$ 18,477.00	\$ 4,378.23	\$ 12,380.92	67%
Total Administrative Expense	\$ 180,181.00	\$ 16,546.82	\$ 106,795.60	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,185.00	\$ 180.25	\$ 1,447.73	66%
Total Tenant Services Expenses	\$ 2,185.00	\$ 180.25	\$ 1,447.73	
Total Utility Expenses	\$ 116,019.00	\$ 7,303.90	\$ 69,221.10	60%
<i>Maintenance</i>				
Salaries	\$ 85,741.00	\$ 9,693.22	\$ 56,987.95	66%
Materials	\$ 29,298.00	\$ 792.00	\$ 15,285.22	52%
Contracts	\$ 54,468.00	\$ 17,403.31	\$ 57,797.68	106%
Total Maintenance Expenses	\$ 169,507.00	\$ 27,888.53	\$ 130,070.85	
<i>General Expenses</i>				
Insurance	\$ 28,054.00	\$ 2,337.82	\$ 18,702.56	67%
Employee Benefits	\$ 81,636.00	\$ 5,238.60	\$ 40,106.96	49%
Depreciation Expense	\$ 48,441.00	\$ 4,036.77	\$ 32,294.16	67%
PILOT	\$ 6,459.00			0%
Casualty Losses	\$ -			0%
Collection Losses	\$ 12,817.00	\$ 753.79	\$ 9,866.12	77%
Energy Perf Cont Expense	\$ 34,462.00	\$ 1,308.19	\$ 16,219.37	47%
Total General Expenses	\$ 211,869.00	\$ 13,675.17	\$ 117,189.17	
Total Expenses	\$ 679,761.00	\$ 65,594.67	\$ 424,724.45	62%
Surplus - (Deficit)	\$ 9,958.00	\$ 10,320.50	\$ 82,244.54	

Percent of Budget Month 8 of 12

67%

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Dwelling Rental	\$ 329,444.00	\$ 30,165.00	\$ 237,512.00	72%
Non - Dwelling Rental	\$ -			0%
Interest Income	\$ 22,736.00	\$ 15,063.69	\$ 44,056.69	194%
Other Income	\$ 177,492.00	\$ 21,695.06	\$ 87,903.50	50%
Subsidy	\$ 625,007.00	\$ 62,272.00	\$ 515,739.00	83%
Total Revenue	\$ 1,154,679.00	\$ 129,195.75	\$ 885,211.19	77%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 108,949.00	\$ 11,280.74	\$ 71,553.74	66%
Legal	\$ 1,135.00	\$ 200.00	\$ 72.80	6%
PBA Mngt. Exp.	\$ 135,160.00	\$ 12,787.50	\$ 102,067.50	76%
Mileage/Travel/Training	\$ 200.00	\$ 62.22	\$ 809.57	0%
Other Administrative Exp	\$ 26,548.00	\$ 7,989.19	\$ 20,152.26	76%
<i>Total Administrative Expense</i>	<i>\$ 271,992.00</i>	<i>\$ 32,319.65</i>	<i>\$ 194,655.87</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 4,275.00	\$ 350.80	\$ 2,817.59	66%
<i>Total Tenant Services Expenses</i>	<i>\$ 4,275.00</i>	<i>\$ 350.80</i>	<i>\$ 2,817.59</i>	
<i>Total Utility Expenses</i>	<i>\$ 172,749.00</i>	<i>\$ 16,756.39</i>	<i>\$ 119,676.03</i>	<i>69%</i>
<i>Maintenance</i>				
Salaries	\$ 209,858.00	\$ 22,235.71	\$ 143,640.04	68%
Materials	\$ 45,432.00	\$ 8,494.04	\$ 55,428.31	122%
Contracts	\$ 136,529.00	\$ 31,268.90	\$ 106,667.61	78%
<i>Total Maintenance Expenses</i>	<i>\$ 391,819.00</i>	<i>\$ 61,998.65</i>	<i>\$ 305,735.96</i>	
<i>General Expenses</i>				
Insurance	\$ 55,603.00	\$ 4,633.58	\$ 36,666.64	66%
Employee Benefits	\$ 167,418.00	\$ 13,158.91	\$ 98,044.43	59%
Depreciation Expense	\$ 38,735.00	\$ 3,200.53	\$ 25,604.24	66%
PILOT	\$ 14,042.00			0%
Casualty Losses		\$ -	\$ (1,000.00)	0%
Collection Losses	\$ 26,515.00	\$ 3,452.00	\$ 13,048.68	49%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
<i>Total General Expenses</i>	<i>\$ 302,313.00</i>	<i>\$ 24,445.02</i>	<i>\$ 172,363.99</i>	
Total Expenses	\$ 1,143,148.00	\$ 135,870.51	\$ 795,249.44	70%
Surplus - (Deficit)	\$ 11,531.00	\$ (6,674.76)	\$ 89,961.75	

Percent of Budget Month 8 of 12

67%

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

	Annual Budget	Current Month	YTD	% of Budget
Operating Revenue				
Fraud Recovery	\$ 20,858.00	\$ 570.09	\$ 6,583.97	32%
Interest Income	\$ 500.00	\$ 3,162.52	\$ 8,133.08	1627%
Administrative Fees	\$ 345,454.00	\$ 31,399.00	\$ 263,462.00	76%
Total Revenue	\$ 366,812.00	\$ 35,131.61	\$ 278,179.05	76%
Operating Expenses				
<i>Administrative</i>				
Salaries	\$ 145,888.00	\$ 17,167.77	\$ 117,490.26	81%
Legal	\$ 500.00			0%
Mileage/Travel/Training	\$ 2,475.00	\$ 450.00	\$ 3,227.72	0%
Other Administrative Exp	\$ 48,690.00	\$ 19,254.28	\$ 39,973.44	82%
Program Management Fee	\$ 100,133.00	\$ 9,555.00	\$ 73,339.50	73%
<i>Total Administrative Expense</i>	<i>\$ 297,686.00</i>	<i>\$ 46,427.05</i>	<i>\$ 234,030.92</i>	
<i>General Expenses</i>				
Insurance	\$ 3,428.00	\$ 285.64	\$ 2,285.12	67%
Employee Benefits	\$ 45,253.00	\$ 3,671.51	\$ 31,244.36	69%
Depreciation Expense	\$ 4,615.00	\$ 384.55	\$ 3,076.40	67%
<i>Total General Expenses</i>	<i>\$ 53,296.00</i>	<i>\$ 4,341.70</i>	<i>\$ 36,605.88</i>	
Total Expenses	\$ 350,982.00	\$ 50,768.75	\$ 270,636.80	77%
Surplus - (Deficit)	\$ 15,830.00	\$ (15,637.14)	\$ 7,542.25	

Percent of Budget Month 8 of 12 67%

Vermilion Housing Authority
First Financial Bank - Authority Account
November 2023

Balance Sheet

Assets

111105 Cash	320,845.45
Total Assets	320,845.45

Liabilities

2111 Accounts Payable	0.00
Total Liabilities	0.00

Equity

2820 Operating Reserves - Retained Earnings	320,738.25
Current Year Operating - Gain/(Loss)	107.20
Total Liabilities & Equity	320,845.45

Income Statement

	Current Month	Year to Date
Operating Revenue		
Interest Income	13.18	107.20
Other Income	0.00	0.00
Total Revenue	13.18	107.20
Operating Expenses		
Other Administrative Expenses	0.00	0.00
Total Expenses	0.00	0.00
 Surplus - (Deficit)	 13.18	 107.20

Vermilion Housing Authority
Tenant Receivables Outstanding
PHAS Financial Indicator
November 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	\$	12,233.50	1.38%
June-23	\$	20,618.04	2.33%
July-23	\$	36,063.76	4.08%
August-23	\$	22,368.68	2.53%
September-23	\$	28,486.19	3.22%
October-23	\$	29,743.18	3.36%
November-23	\$	29,448.83	3.33%
December-23			0.00%
January-24			0.00%
February-24			0.00%
March-24			0.00%

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	11/30/2023 Obligation
Operations 1406	\$ 256,526.80	\$ -	\$ 256,526.80	\$ -	0.0%	\$ 256,526.80
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 6,496.13		\$ 6,496.13	\$ -		
Background Check Information	\$ 4,503.87		\$ 4,503.87	\$ -		
	\$ 11,000.00	\$ -	\$ 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
Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ 11,036.78	\$ -	\$ 11,036.78	\$ -		
Roadway Patching	\$ 181,716.35	\$ -	\$ 148,127.00	\$ 33,589.35		
	\$ 192,753.13	\$ -	\$ 159,163.78	\$ 33,589.35	17.4%	\$ 159,163.78
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	\$ -	\$ 1,256,193.65	\$ 33,589.35	2.6%	\$ 1,256,193.65

Percent Obligated 97.4%

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	11/30/2023 Obligation
Operations 1406	\$ 392,598.60		\$ 392,598.60	\$ -	0.0%	\$ 392,598.60
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 8,432.96		\$ 8,432.96	\$ -		\$ 8,432.96
Surveillance System - Beeler, Fair Oaks, MerChe	\$ 133,664.53	\$ 27,586.34	\$ 133,664.53	\$ -		\$ 133,664.53
Staff Training	\$ 12,203.77		\$ 12,203.77	\$ -		\$ 12,203.77
IT Improvements	\$ 30,772.06	\$ -	\$ 30,772.06	\$ -		\$ 30,772.06
Backround Check Information	\$ 4,926.68		\$ 4,926.68	\$ -		\$ 4,926.68
	\$ 190,000.00	\$ 27,586.34	\$ 190,000.00	\$ -	0.0%	\$ 190,000.00
Administration 1410						
Administration Costs	\$ 48,924.00	\$ 8,924.00	\$ 48,924.00	\$ -	0.0%	\$ 48,924.00
Contract Administration 1480						
A/E Services	\$ 101,791.13		\$ 76,637.24	\$ 25,153.89		\$ 101,791.13
	\$ 101,791.13	\$ -	\$ 76,637.24	\$ 25,153.89	24.7%	\$ 101,791.13
Dwelling Unit - Interior/Exterior 1480						
Unit Modernization - Fair Oaks	\$ -	\$ -	\$ -	\$ -		
Replace Lock Sets - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Replace Siding - Kennedy, Richie, Hubbard Trail, Hillcrest, Beeler	\$ 517,894.14		\$ 517,894.14	\$ -		\$ 517,894.14
Appliances - Boiler, Furnaces	\$ 154,203.55		\$ 154,203.55	\$ -		\$ 154,203.55
Roof Replacement - Beeler, Fair Oaks	\$ 87,422.97		\$ 87,422.97	\$ -		\$ 87,422.97
Roof Painting - Centennial Manor	\$ -	\$ -	\$ -	\$ -		
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ 759,520.66	\$ -	\$ 759,520.66	\$ -	0.0%	\$ 759,520.66
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
Infrastructure Investment - Fair Oaks, Ramey	\$ -	\$ -	\$ -	\$ -		\$ -
Landscape Upgrades	\$ 41,678.37	\$ -	\$ 41,678.37	\$ -		\$ 41,678.37
	\$ 58,375.47	\$ -	\$ 58,375.47	\$ -	0.0%	\$ 58,375.47
Dwelling Unit - Demolition 1480						
Demolition - Fair Oaks, Ramey	\$ 420,707.14		\$ 420,707.14	\$ -		\$ 420,707.14
	\$ 420,707.14	\$ -	\$ 420,707.14	\$ -	0.0%	\$ 420,707.14
Total	\$ 1,971,917.00	\$ 36,510.34	\$ 1,946,763.11	\$ 25,153.89	1.3%	\$ 1,971,917.00

Percent Obligated 100.0%

CAPITAL FUND 2022 - Vermilion Housing Authority

Obligation Date: 5/11/2024
 Close Out Date: 5/11/2026

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	11/30/2023 Obligation
Operations 1406	\$ 540,045.00	\$ 64,902.38	\$ 280,435.39	\$ 259,609.61	48.1%	\$ 280,435.39
Mgmt. Improvements 1408						
Marketing and Advertising	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00		
Surveillance System	\$ 117,267.28	\$ 1,525.48	\$ 62,667.18	\$ 54,600.10		\$ 117,267.28
Staff Training	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -		\$ 1,800.00
IT Improvements	\$ 40,932.72	\$ -	\$ -	\$ 40,932.72		
Background Check Information	\$ 8,000.00	\$ 595.02	\$ 1,892.82	\$ 6,107.18		\$ 1,892.82
	\$ 171,000.00	\$ 3,920.50	\$ 66,360.00	\$ 104,640.00	61.2%	\$ 120,960.10
Administration 1410						
Administration Costs	\$ 204,029.30	\$ -	\$ -	\$ 204,029.30	100.0%	
Contract Administration 1480						
A/E Services	\$ 76,144.58	\$ -	\$ -	\$ 76,144.58		\$ 76,144.58
	\$ 76,144.58		\$ -	\$ 76,144.58	100.0%	\$ 76,144.58
Dwelling Unit - Interior/Exterior 1480						
Unit Modernization - Fair Oaks	\$ 622,836.70	\$ 313,661.68	\$ 315,317.80	\$ 307,518.90		\$ 523,689.53
Painting Community Room - Centennial Manor	\$ 15,900.00	\$ -	\$ -	\$ 15,900.00		\$ 11,482.60
Door Replacement - Screen and Exterior Security Doors	\$ -	\$ -	\$ -	\$ -		
	\$ 638,736.70	\$ 313,661.68	\$ 315,317.80	\$ 323,418.90	\$ -	\$ 535,172.13
Non-Dwelling/Dwelling Unit - Site Work 1480						
Sewer and Water Line Repairs	\$ -	\$ -	\$ -	\$ -		
Roadway Paving/Curb Upgrades - Beeler	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00		\$ 26,000.00
Landscape Upgrades	\$ 2,955.42	\$ -	\$ -	\$ 2,955.42		
	\$ 37,955.42	\$ -	\$ -	\$ 37,955.42	100.0%	\$ 26,000.00
Dwelling Unit - Demolition 1480						
Demolition - Parkview	\$ 500,000.00	\$ 600.00	\$ 600.00	\$ 499,400.00		\$ 600.00
	\$ 500,000.00	\$ 600.00	\$ 600.00	\$ 499,400.00	99.9%	\$ -
Total	\$ 2,167,911.00	\$ 383,084.56	\$ 662,713.19	\$ 1,505,197.81	69.4%	\$ 1,038,712.20

Percent Obligated 47.9%

Vermilion Housing Authority

AP Expenditures

November 2023

2 Pro Wash LLC	\$10,520.00
Amber McCoy	\$158.51
Ameren Illinois	\$15,561.25
Angela D Hasbargen	\$620.75
Apparel Unlimited	\$732.00
Aqua Illinois Inc	\$17,174.33
Botts Locksmith	\$196.00
Brickyard Landfill - 4725	\$660.19
Carnaghi Towing & Repair	\$147.00
Caveman's Tree Service	\$1,650.00
Central Illinois Council of Housing Officials	\$75.00
City of Danville	\$7,229.19
City of Hoopeston	\$4,728.46
Classique Sash & Door	\$582.58
Comcast Cable	\$574.55
Connor Company	\$10,389.72
Constellation NewEnergy, Inc.	\$748.57
CTS Computer Center	\$10,733.80
Cynthia Lahne	\$300.00
Danville Area Community College	\$331.50
Danville Tile and Drainage	\$92.50
Davis-Houk Mechanical Inc.	\$3,891.32
Deborah A Wilson	\$100.00
DI Fire & Safety Inc.	\$154.25
Dial #1 HVAC for Service	\$2,328.00
Drennan's Clean-A-Line, Inc.	\$120.00
Emphasys Software	\$46,347.00
Frank J. Strahl & Sons Inc	\$537.18
Freeman Exteriors	\$318,566.63
Georgetown Waterworks	\$3,953.90
Gibson Teldata, Inc.	\$505.86
Grainger, Inc	\$110.29
Hawkins Ash CPAs	\$28,000.00
Hd Supply Facilities Maintenance	\$5,333.45
Health Alliance	\$27,357.06
Hoopeston Ford Inc	\$224.95
Housing-Renewal & Local Agency Retirement	\$13,171.28
Huber & Mudd LLC	\$3,520.00
Illini FS	\$2,498.29
Illinois Association of Housing Authorities	\$275.00
Illinois Landfill	\$1,037.56
Iron Mountain Secure Shredding	\$537.17
Jackie S Jackson	\$200.00
Jaelyn Vinson	\$972.32
Johnson Controls Security Solutions	\$1,782.44
Kelly Printing Company Inc.	\$330.00
Kone Inc.	\$1,087.13
Lahne Lawncare	\$540.00
Lowe's	\$16,946.06
Mark Martin	\$300.00
Menards - Menards Of Danville	\$233.21
Metropolitan Life Insurance Company	\$4,193.03
Monyok Leadership, LLC	\$250.00
Municipal Water Utility	\$322.60
Nan Mckay & Associates Inc.	\$3,586.50
Napa Auto Parts	\$85.40
NUSO, LLC	\$355.17

Olympic Hardware	\$38.94
Online Information Services Inc.	\$1,330.74
PDQ Supply Inc.	\$690.94
Peerless Network	\$1,005.39
Petty Cash, Tamra Hartman Custodial	\$222.20
Quadient Finance USA, Inc	\$2,000.00
Quill	\$1,806.27
Republic Services #726	\$15,189.74
Rogers Supply Company Inc.	\$1,803.30
S.E.A. Group, Inc.	\$29,111.82
Samantha Bruens	\$62.22
Santanna Energy Services	\$732.79
Securitas Technology Corporation	\$157.50
Seton Identification Products	\$79.20
Sparklight Business	\$641.37
Stuard & Associates, Inc. Elevator Consulting Services	\$125.00
Tamera Forthenberry	\$265.41
Terminix Company	\$7,922.00
The Lincoln National Life Insurance Co.	\$568.11
Thomas Mamer	\$720.00
Thyssenkrupp Elevator Corporation	\$1,757.16
Verizon Wireless	\$246.45
Village of Rossville	\$667.07
Vision Service Plan	\$540.00
Wagner Communications Inc.	\$524.79
Watts Copy System	\$1,337.61

Total for all Vendors

642,504.97

Memorandum

TO: Board of Commissioners

FROM: Amber McCoy, Deputy Director

DATE: December 1, 2023

RE: Personnel Monthly Report for the Month of November 2023

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

Bill Athey – Building and Grounds Technician - Seasonal – Terminated

Gail Moore – Asset Manager – Retired

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

None.

MEMORANDUM

TO: Board of Commissioners

FROM: Jaclyn Vinson, Executive Director

DATE: November 16, 2023

RE: Insurance Policy Renewal



We received our renewal rates from AHRMA and they are as follows:

AHRMA Renewal Rates					
	CY23 Rate	CY 24 Rate	CY 23 Ann. Contribution	CY 24 Ann. Contribution	Difference
Property @ 100% Replacement Cost	\$ 0.174	\$ 0.191	\$ 133,375.00	\$ 160,050.00	\$ 26,675.00
Equipment Breakdown	\$ 0.070	\$ 0.700	\$ 5,354.00	\$ 5,867.00	\$ 513.00
Business Income and Extra Expense			included		
Commercial Crime			\$ 546.00	\$ 657.00	\$ 111.00
General Liability	\$ 27.00	\$ 27.00	\$ 14,877.00	\$ 14,877.00	\$ -
Public Officials Liability	\$ 26.00	\$ 26.00	\$ 14,326.00	\$ 14,326.00	\$ -
Workers Compensation	\$ 5.12	\$ 4.90	\$ 67,330.00	\$ 73,124.00	\$ 5,794.00
Auto	24 vehicle	24 vehicle	\$ 9,234.00	\$ 9,234.00	\$ -
Annual Contribution			\$ 245,042.00	\$ 278,135.00	\$ 33,093.00

Based on the information AHRMA provided us, we are recommending approval.



Insurance Renewal Invoice

Prepared For:

Housing Authority of the City of Danville
DBA Vermilion Housing Authority
1607 Clyman Ln
Danville, IL 61832
(217) 443-0621

Prepared By:

Kelsie Foote
AHRMA
P.O. Box 230
Rantoul, IL 61866
(217) 606-7807
kfoote@ahrma.com

Renewal Invoice for the coverage period beginning January 1, 2024 and ending January 1, 2025

Total Contribution

\$278,135.00

Payment Due by January 1, 2024

This is not a policy; coverage will be bound upon receipt of payment and the following signed documents:
Statement of Values and Insurance Coverage Disclosure Statement.

MAIL PAYMENTS TO:

**AHRMA
PO Box 809296
Chicago, IL 60680-9296**

Please reference agreement number AHR1986093002 when sending payment.

Cost and Coverage Detail: 1/1/2024 to 1/1/2025 for Housing Authority of the City of Danville

Schedule of Locations Covered and RCV Listed on Attached Statement of Values

	Limit	Rate	Annual Contribution
Property at 100% Replacement Cost	\$25,000,000	\$0.190953	\$160,050.00
Includes Business Personal Property			
Includes Mine Subsidence coverage at full replacement cost per building			
Deductible per Occurrence	\$5,000		
Equipment Breakdown	\$25,000,000	\$0.070000	\$5,867.00
Deductible per Breakdown	\$1,000		
Business Income and Extra Expense	\$1,000,000		\$0.00
Business Income Deductible	72 Hours		
Extra Expense Deductible	None		
Commercial Crime	\$300,000		\$657.00
Provided by Travelers Insurance Company			
Deductible per Occurrence	\$1,000		
General Liability	551 Units	\$1,000,000	\$27.000000
Includes Employee Benefits Liability			
Limit \$1 Million per Occurrence, \$2 Million Annual Aggregate			
Deductible	\$0		
Public Officials Liability	551 Units	\$1,000,000	\$26.000000
Includes Employment Practices; Claims Made Coverage			
Limit \$1 Million per Occurrence, \$1 Million Annual Aggregate			
Deductible (Admin / Judicial)	\$1,000 / \$5,000		
Workers Compensation	Statutory	\$4.900586	\$73,124.00
Housing Authority Annual Payroll	\$1,492,148	\$4.580000	
Deductible	\$0		
Auto	24 Vehicles	\$1,000,000	\$9,234.00
Combined Single Limit	\$1,000,000		
Deductible per Occurrence (Comprehensive / Collision)	\$250 / \$500		
Uninsured & Underinsured Motorist Bodily Injury	\$1,000,000		
Total Contribution			\$278,135.00

This is not a policy. Coverage will be bound only after meeting the requirements described on the first page.

RESOLUTION NO. 2023-38

**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 Assisted Housing Risk Management Association (AHRMA) in the amount of \$278,135.00; 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 AHRMA for \$278,135.00.
- 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 4th day of December, 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