

# **Vermilion Housing Authority**



## **Board of Commissioners**

**June 26, 2025**

**Board Packet**



TO: All Interested Parties

FROM: Jaclyn Vinson, Executive Director

DATE: June 23, 2025

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, June 26, 2025, at 5:00 p.m. at Fair Oaks Administration Board Room, 1607 Clyman Lane, Danville, Illinois.

**TO:** Board of Commissioners

**FROM:** Jaclyn Vinson, Executive Director

**DATE:** June 23, 2025

**SUBJECT:** Board of Commissioners Monthly Meeting

The next 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, June 26, 2025 at 5:00 p.m. at Fair Oaks Administration 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  
THURSDAY, JUNE 26, 2025  
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 May 15, 2025 - VHA Board Minutes (Pages 6–23)
6. Police Reports (Pages 24–25)
7. Department Reports:
  - (a) Public Housing (Pages 26–27)
  - (b) HCV (Pages 28–29)
  - (c) Finance (Pages 30–45)
  - (d) Personnel (Page 46)
8. New Business [all the below items – roll call vote]
  - \* (a) Audit Services (Pages 47-49)
  - \* (b) Pest Control Services (Pages 50-52)
  - \* (c) A/E Task Order – Hubbard Lane Reconstruction (Pages 53-56)
  - \* (d) Intergovernmental Agreement Between Housing Authority of the City of Danville and Ford County Housing Authority (Pages 57-68)

9. Other Business
  - (a) Project Updates
  
10. Closed Session for Personnel Matters  
Pursuant to the IL Open Meetings Act:  
5 ILCS 120/2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the Housing Authority of the City of Danville d/b/a Vermilion Housing Authority
  
11. Chairman/Commissioner Comments
  
12. Adjournment

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

-The next regularly scheduled meeting of the Board of Commissioners is July 17, 2025, at the Churchill Towers Community Room, 101 E. Seminary, Danville, IL. We will begin at 5:00 p.m.

MINUTES OF  
MAY 15, 2025  
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 May 15, 2025 at 5:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois. Upon roll call requested by Chair O'Shaughnessy, those present and absent were:

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

Chair O'Shaughnessy called for any additions or deletions to item number 3 on the agenda. None were presented. Chair O'Shaughnessy then called for a motion to approve the agenda as presented. Commissioner McFadden moved that the agenda be approved as presented. Commissioner Witzel seconded the motion. Upon unanimous ayes, approval was granted.

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

Chair O'Shaughnessy asked for any additions or deletions to the minutes from the March 25, 2025 Regular Board Meeting item number 5 on the agenda. Chair O'Shaughnessy asked if there were any questions. None were presented. Chair O'Shaughnessy stated that if there were no additions or corrections, he needs a motion to approve the minutes. Commissioner McFadden made a motion that the minutes from the March 25, 2025 Regular Board Meeting Minutes be approved. Commissioner Tutton seconded the motion. Upon unanimous ayes, approval was granted.

Chair 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.

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

(a) **Public Housing** – Brittany Savalick went over the Public Housing and ROSS Grant reports. A question and answer session followed.

(b) **HCV/Section 8** – Brittany Savalick went over the HCV report. A question and answer session followed.

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

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

Chair O'Shaughnessy asked if there were any other questions regarding the reports. None were presented.

Chair O'Shaughnessy asked for item number 8 on the agenda – Administration Building RTU Replacement, Disposition of NEC Phone System, Fair Oaks Boiler and Water Heater Replacement, SEMAP, Vehicle Policy, Maintenance Policy & Procedures, MerChe Door Replacement, Administration Building Furnace Replacement, and MerChe RTU Replacement.

(a) **Administration Building RTU Replacement** – Mrs. Vinson went over the proposal. Chair O'Shaughnessy asked where SRK was from. Mrs. Vinson stated that this was Steven Kuchefski that owned Kuchefski Heating and Air Conditioning prior to opening SRK. Chair O'Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion for the approval of the Administration Building RTU Replacement and Commissioner McFadden seconded it.

### **RESOLUTION NO. 2025-13**

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, the Authority to approve the contract with SRK Heating & Air Conditioning LLC for the RTU (one rooftop HVAC unit) at Fair Oaks Administration Building in Danville, Illinois, not to exceed \$24,600.00; 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 SRK Heating & Air Conditioning LLC for the RTU (one rooftop HVAC unit) at Fair Oaks Administration Building in Danville, Illinois, not to exceed \$24,600.00.
- 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.

Chair O'Shaughnessy called for a roll call vote to approve the Administration Building RTU Replacement which produced the following:

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

Chair O'Shaughnessy there upon declared said motion carried.

**(b) Disposition of NEC Phone System** – Mrs. McCoy went over the proposal. Chair O'Shaughnessy asked why we didn't need equipment. Mrs. Vinson, Mrs. McCoy, and Mrs. Savalick clarified that it was internet based, you could also answer your phone through your computer if you wanted to, and voicemails get emailed to the employees. Chair O'Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion for the approval of the Disposition of NEC Phone System and Commissioner Tutton seconded it.

#### **RESOLUTION NO. 2025-14**

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, the Authority to approve the disposition of the NEC Phone System; 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 disposition of the NEC Phone System.

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.

Chair O'Shaughnessy called for a roll call vote to approve the NEC Phone System which produced the following:

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

Chair O'Shaughnessy there upon declared said motion carried.

**(c) Boiler and Water Heater Replacement at Fair Oaks** – Mrs. McCoy went over the proposal. Chair O'Shaughnessy asked if these were individual, in each unit. Mrs. McCoy stated yes. Chair O'Shaughnessy asked if any of these boiler or water heaters were

a part of the Energy Performance Contract (EPC) with Johnson Controls. Mrs. Vinson stated no they were not a part of that in Fair Oaks. Mrs. McCoy stated that Beeler did have the boilers replaced as part of the EPC. Chair O'Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion for the approval of the Boiler and Water Heater Replacement at Fair Oaks and Commissioner McFadden seconded it.

**RESOLUTION NO. 2025-15**

**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 contract with Ridge Plumbing Contractor LLC for the Boiler and Water Heater Replacement Project at Fair Oaks in Danville, Illinois, not to exceed \$201,064.00; 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 Ridge Plumbing Contractor LLC for the Boiler and Water Heater Replacement Project at Fair Oaks in Danville, Illinois, not to exceed \$201,064.00.

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.

Chair O’Shaughnessy called for a roll call vote to approve the Boiler and Water Heater Replacement at Fair Oaks which produced the following:

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

Chair O’Shaughnessy there upon declared said motion carried.

**(d) SEMAP** – Mrs. Savalick went over the SEMAP report. Chair O’Shaughnessy asked if there were any questions. None were presented. Commissioner McFadden made a motion for the approval of the SEMAP and Commissioner Tutton seconded it.

**RESOLUTION NO. 2025-16**

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, to approve the Section 8 Management Assessment Program (SEMAP) submission for fiscal year ending March 31, 2025; 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, 2025.

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.

Chair O’Shaughnessy called for a roll call vote to approve SEMAP which produced the following:

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

Chair O’Shaughnessy there upon declared said motion carried.

**(e) Vehicle Policy** – Mrs. Vinson went over the policy. Commissioner Witzel clarified that vehicles, while on night call, was allowed to use for personal use and now it is not. Mrs. Vinson stated that was correct. Commissioner McFadden stated that this will save VHA some money. Chair O’Shaughnessy asked if there were any questions. None were presented. Commissioner McFadden made a motion for the approval of the Vehicle Policy and Commissioner Witzel seconded it.

**RESOLUTION NO. 2025-17**

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, the Authority to approve the Vehicle 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 Vehicle 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.

Chair O'Shaughnessy called for a roll call vote to approve the Vehicle Policy which produced the following:

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

Chair O'Shaughnessy there upon declared said motion carried.

(f) **Maintenance Policy and Procedures** – Mrs. Vinson went over the updated policy. Chair O’Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion for the approval of the Maintenance Policy and Procedures and Commissioner Tutton seconded it.

**RESOLUTION NO. 2025-18**

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 updated Maintenance Policy & Procedures; 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 updated Maintenance Policy & Procedures.

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.

Chair O'Shaughnessy called for a roll call vote to approve the Maintenance Policy and Procedures which produced the following:

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

Chair O'Shaughnessy there upon declared said motion carried.

**(g) MerChe Door Replacement** – Mrs. McCoy went over the proposal. Chair O'Shaughnessy asked for clarification on the per door price. Mrs. Vinson and Mrs. McCoy clarified the per door price and then the additional cost for labor that only CN can provide. Chair O'Shaughnessy asked if there were any more questions. None were presented. Commissioner Witzel made a motion for the approval of the MerChe Door Replacement and Commissioner McFadden seconded it.

#### **RESOLUTION NO. 2025-19**

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 C-N Custom Steel Work, Inc. for the replacement of fifteen (15) entry doors at MerChe Manor in Danville, Illinois, not to exceed \$34,682.50; 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 C-N Custom Steel Work, Inc. for the replacement of fifteen (15) entry doors at MerChe Manor in Danville, Illinois, not to exceed \$34,682.50.

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.

Chair O'Shaughnessy called for a roll call vote to approve the MerChe Door Replacement which produced the following:

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

Chair O'Shaughnessy there upon declared said motion carried.

**(h) Administration Building Furnace Replacement** – Mrs. Vinson went over the proposal. Chair O'Shaughnessy asked if these were roof top units. Mrs. Vinson stated that these furnaces are in the utility closet. Chair O'Shaughnessy asked if there were any questions. None were presented. Commissioner McFadden made a motion for the approval of the Administration Building Furnace Replacement and Commissioner Tutton seconded it.

#### **RESOLUTION NO. 2025-20**

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 Blackies for the Furnace Replacement Project (HCV Suite) at the Fair Oaks Administration Building in Danville, Illinois, not to exceed \$22,967.00; 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 Blackies for the Furnace Replacement Project (HCV Suite) at the Fair Oaks Administration Building in Danville, Illinois, not to exceed \$22,967.00.

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.

Chair O'Shaughnessy called for a roll call vote to approve the Administration Building Furnace Replacement which produced the following:

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

Chair O'Shaughnessy there upon declared said motion carried.

(i) **MerChe RTU Replacement** – Mrs. Vinson went over the proposal. Chair O’Shaughnessy asked if there were any questions. None were presented. Commissioner Witzel made a motion for the approval of the MerChe RTU Replacement and Commissioner Tutton seconded it.

**RESOLUTION NO. 2025-21**

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 Ridge Plumbing Contractor, LLC for the RTU Replacement at MerChe Manor in Danville, Illinois, not to exceed \$150,886.00; 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 Ridge Plumbing Contractor, LLC for the RTU Replacement at MerChe Manor in Danville, Illinois, not to exceed \$150,886.00.

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.

Chair O'Shaughnessy called for a roll call vote to approve the MerChe RTU Replacement which produced the following:

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

Chair O'Shaughnessy there upon declared said motion carried.

Chair 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.

Chair O'Shaughnessy asked for item 10 on the agenda – Closed Session for Personnel Matters.

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

None were presented.

Chair O'Shaughnessy asked for item 11 on the agenda - Chair/Commissioner Comments. Commissioner McFadden noted that he was appointed to the County Board and any committee he joins will not affect his attendance for the VHA Board Meetings. Chair O'Shaughnessy stated that there has been no replacements for the Board yet.

Chair O'Shaughnessy stated that with the agenda items satisfied he would entertain a motion to adjourn the meeting. Commissioner McFadden made the motion to adjourn. Commissioner Witzel seconded the motion. Upon unanimous ayes, the meeting was adjourned at 5:37p.m.

\_\_\_\_\_ Date: \_\_\_\_\_

Chair  
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

VHA - Police Reports - May 2025

Date	Location	Description
5/5/2025	Fair Oaks	Domestic battery, aggravated assault, and theft over \$500 at 948 Hubbard.
5/5/2025	Fair Oaks	Criminal damage to property at 1622 Clyman.
5/10/2025	Fair Oaks	Mob action and aggravated battery at 906 Redden.
5/10/2025	Fair Oaks	Domestic battery at Redden and Clyman.
5/11/2025	Beeler	Noise complaint at 928 Bradley.
5/14/2025	MerChe	Theft by deception, under \$500 at 723 Oak, Unit 204.
5/14/2025	Fair Oaks	Harassment by electronic communication at 937 Redden.
5/16/2025	Fair Oaks	Disorderly conduct at 1609 Fairchild.
5/18/2025	Beeler	Criminal damage to property, under \$500 at 322 Bradley.
5/19/2025	MerChe	Aggravated assault with a deadly weapon at 723 Oak.
5/19/2025	Fair Oaks	Disorderly conduct at 947 Hubbard.
5/25/2025	MerChe	Aggravated battery at 723 Oak.
5/27/2025	Beeler	Burglary, theft over \$500 at 331 Washington.
5/28/2025	Churchill	Theft under \$500 at 101 E. Seminary, Unit 305.
5/28/2025	Churchill	Theft over \$500 at 101 E. Seminary, Unit 610.
5/29/2025	Fair Oaks	Illegal dumping at 1607 Clyman.
5/30/2025	MerChe	Theft under \$500 and burglary at 723 Oak, Unit 703.
5/30/2025	Churchill	Theft of lost property at 101 E. Seminary, Unit 407.
5/30/2025	Fair Oaks	Criminal damage to property, under \$500 at 1014 Campbell.
5/30/2025	Fair Oaks	Theft over \$500 at 1601 Fairchild.
5/30/2025	Fair Oaks	Violation of order of protection at 916 Hubbard.
5/31/2025	MerChe	Theft over \$500 at 723 Oak, Unit 603.
5/31/2025	Fair Oaks	Mental health crisis at 936 Hubbard.

\*Year to Date Comparisons on Next Page

	FY 2026	FY 2025	YTD Police:	FY 2026	FY 2025	2025	2024
<b>Total Police Calls</b>		20		48	150		
March:		8					FO-17/BT-2/MC-1
February:		11					FO-3/BT-1/MC-4
January:		14					FO-4/BT-2/MC-5
December:		11					FO-7/BT-3/MC-4
November:		11					FO-7/BT-3/CH-1
October:		23					FO-8/BT-1/MC-2
September:		14					FO-12/BT-3/MC-7/CH-1
August:		6					FO-5/BT-3/MC-6
July:		14					FO-3/BT-1/MC-2
June:		14					FO-9/BT-4/MC-1
May:		23					FO-9/BT-2/MC-3
April:		4					FO-4
							FO-12/BT-3/MC-5/CH-3
							FO-18/BT-2/MC-4/CH-1
<b>Total Calls for the Month:</b>	23		<b>YTD Calls:</b>	48	150		

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

Monthly Occupancy May 2025

AMP	End of Month Occupancy	TOTAL UNITS PER	OCCUPIED UNIT %
AMP 101-Fair Oaks	158	159	99%
AMP 102-Beeler, Churchill, Madison Ct.	106	107	99%
AMP 103- Mer Che	93	93	100%
AMP 104- County Sites	134	136	99%
<b>GRAND TOTAL THIS MONTH</b>	<b>491</b>	<b>495</b>	<b>99%</b>
<b>GRAND TOTAL LAST MONTH</b>	<b>485</b>	<b>494</b>	<b>98%</b>

## **MAY 2025 Board Report**

### **Resident Opportunity & Self Sufficiency (ROSS)**

**Current Active ROSS Participants: 48**

#### **Meetings:**

- WAVE/HOOPS
- Continuum of Care
- Empower
- OSF
- VHA Housing Operation
- American Jobs Center Roundtable
- ROSS Peer Networking

#### **Training:**

- CPR & AED
- Fire Extinguisher

**Referrals:** Referrals made to Community Organizations/Services

- Illinois Department of Human Services

#### **Program:**

- Appointments:
  - 1 of 2 Fair Oaks/ Follow-Up Assessment/Enrollment
  - 1 of 1 Churchill and Beeler/Assessment
- 14 DMT bus passes
  - AJC (American Jobs Center)/Vermilion County Works
  - Employment
  - Scheduled health appointments

#### **Other:**

- HOOPS Event

## Housing Choice Voucher May 2025 Board Report

### UTILIZATION

- New Admissions: 20
- Terminations: 5
  - 5- Over Income for 180 days

		2024	2025										
Mon.		FUP	Reg.	DEMO II	PVC DEMO	RC DEMO	VASH	VASH 16	CP	Port-Out	PMII	Total	
1	520	6	377	8	13	3	40	61	7	0	7	522	
2	528	6	375	8	13	3	40	60	7	0	7	519	
3	539	6	372	8	13	3	41	59	7	0	7	516	
4	547	6	380	8	12	3	43	59	7	0	7	525	
5	549												
6	542												
7	541												
8	534												
9	537												
10	529												
11	531												
12	528												
<b>Grand Total</b>	<b>6425</b>	<b>24</b>	<b>1504</b>	<b>32</b>	<b>51</b>	<b>12</b>	<b>164</b>	<b>239</b>	<b>28</b>	<b>0</b>	<b>28</b>	<b>2082</b>	

\*Totals reflect retroactive terminations and lease ups as of 1<sup>st</sup> 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	965	522	54%
FEB	965	519	54%
MAR	965	517	54%
APR	965	528	55%
MAY			
JUNE			
JULY			
AUG			
SEP			
OCT			
NOV			
DEC			
YTD	3860	2086	54%

Month	ABA	HAP	BA Utilization	PUC
JAN	\$322,855	\$310,311	89%	\$594
FEB	\$322,856	\$313,305	97%	\$604
MAR	\$320,944	\$318,162	99%	\$615
APR	\$320,944	\$328,312	102%	\$622
MAY				
JUNE				
JULY				
AUG				
SEP				
OCT				
NOV				
DEC				
YTD	\$1,313,343	\$1,270,090	97%	\$609

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:** June 5, 2025  
**Re:** Finance Report

**Public Housing Operating Fund**

	May 2025	FY 26 YTD
COCC	\$10,291.25	\$8,757.44
AMP 101	\$6,698.04	\$6,523.88
AMP 102	\$7,760.67	\$2,757.13
AMP 103	\$18,050.97	\$9,217.51
AMP 104	\$16,906.58	\$22,659.82
Total	\$59,707.51	\$49,915.78

**Housing Choice Voucher - Section 8**

Section 8 is currently showing a loss of **\$4,732.86** for the month and an overall loss of **\$2,304.93** for the year.

**Public Housing Capital Fund**

Capital Fund 2023, VHA, funds were drawn down in the amount of **\$31,861.30**.

Capital Fund 2024, VHA, funds were drawn down in the amount of **\$70,773.31**.

**Notable AP Expenditures**

1919 Architects	\$18,208.00	A&E for the MerChe façade project.
Vermilion County Treasurer	\$30,879.08	PILOT for County and Danville, County drainage tax, and Danville real estate tax for non-Public Housing properties.

**ROSS Grant Funding**

ROSS funds were drawn down in the amount of \$0.00.

**Tenant Receivables Outstanding**

Tenant accounts receivable for the month have increased in total to \$12,724.13.

**Vermilion Housing Authority**  
**Balance Sheet - Detail**  
Reporting for periods as of 05/31/2025

<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	5,897,434.91	5,897,434.91	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	361,973.22
111700 Petty Cash	500.00	500.00	0.00	0.00	0.00	0.00	0.00
112000 Interfund	444.50	(5,269,271.32)	3,414,764.32	476,035.54	295,962.66	1,082,953.30	(444.50)
112200 AR Tenants	12,724.13	0.00	7,173.14	701.81	2,861.43	1,987.75	169,705.17
112265 Allow Doubtful A	(446.99)	0.00	(28.00)	(197.00)	0.00	(221.99)	(169,705.17)
112500 Acct Rec HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121100 Prepaid WC	54,809.39	54,809.39	0.00	0.00	0.00	0.00	0.00
121101 Prepaid Ins	131,006.01	4,664.28	43,604.01	22,400.82	17,678.36	42,658.54	3,112.24
121102 Prepaid Soft	15,637.70	0.00	4,958.91	3,162.27	2,967.67	4,548.85	3,127.55
121103 Prepaid HCV	0.00	0.00	0.00	0.00	0.00	0.00	2,624.99
140001 Vehicles	563,634.18	0.00	361,276.68	56,319.00	18,492.00	127,546.50	23,073.00
140002 Equipment	1,163,652.62	76,799.56	506,475.61	248,313.53	40,815.42	291,248.50	0.00
140003 Development	13,751,472.79	325,444.90	2,161,339.92	2,543,107.00	1,361,767.00	7,359,813.97	0.00
140004 Structures	26,330,387.78	854,399.97	11,241,512.99	9,050,253.35	4,084,078.90	1,100,142.57	0.00
140005 Accum Deprec	(39,637,757.11)	(1,245,430.46)	(14,130,163.35)	(12,278,793.08)	(5,347,372.29)	(6,635,997.93)	(23,073.00)
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
<b>Total Assets</b>	<b>\$ 14,042,213.15</b>	<b>\$ 735,511.78</b>	<b>\$ 5,946,329.18</b>	<b>\$ 2,210,826.45</b>	<b>\$ 1,583,485.68</b>	<b>\$ 3,566,060.06</b>	<b>\$ 370,393.50</b>
<b>Liability</b>							
211100 Acct Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
211361 Interest	35,768.32	35,768.32	0.00	0.00	0.00	0.00	2,509.06
211400 Sec Dep	59,699.00	0.00	24,950.00	10,199.00	4,550.00	20,000.00	0.00
211704 Health Ins	(35,375.67)	(35,375.67)	0.00	0.00	0.00	0.00	0.00
211705 Dental Ins	(2,192.56)	(2,192.56)	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	(4,076.56)	(4,076.56)	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
211718 Payable to HUD	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	(287.63)	(287.63)	0.00	0.00	0.00	0.00	0.00
211726 Life Ins	(282.27)	(282.27)	0.00	0.00	0.00	0.00	0.00
211727 Globe Life	1,351.88	1,351.88	0.00	0.00	0.00	0.00	0.00
211906 Res Training	11,307.28	0.00	2,476.52	2,277.71	4,636.55	1,916.50	0.00
211913 Scrap	1,612.93	1,612.93	0.00	0.00	0.00	0.00	0.00
212000 Accrued PR	37,292.86	9,324.46	8,322.06	6,128.35	4,740.10	8,777.89	4,958.27
212001 Accrued Tax	2,852.91	713.32	636.64	468.82	362.62	671.51	379.31
213301 EPC M V	23,958.24	0.00	10,781.18	7,187.51	5,989.55	0.00	0.00
213302 EPC Replace	2,475.26	0.00	481.46	811.92	1,181.88	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	11,942.67	0.00	4,931.21	1,528.69	2,040.75	3,442.02	0.00
999900 Unposted Susper	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230000 Loan EPC	1,056,539.89	0.00	475,442.95	316,961.97	264,134.97	0.00	0.00
<b>Total Liability</b>	<b>\$ 1,202,586.55</b>	<b>\$ 6,556.22</b>	<b>\$ 528,022.02</b>	<b>\$ 345,563.97</b>	<b>\$ 287,636.42</b>	<b>\$ 34,807.92</b>	<b>\$ 7,846.64</b>
<b>Equity</b>							
280200 Net Fix Assets	6,975,951.02	42,689.29	1,807,101.01	1,103,914.73	1,158,641.96	2,863,604.03	18,458.40
280600 Unrestricted	7,281,759.38	677,508.83	4,575,475.90	1,153,535.89	230,250.47	644,988.29	260,556.49
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	79,071.90
<b>Total</b>	<b>\$ 12,789,710.82</b>	<b>\$ 720,198.12</b>	<b>\$ 5,411,783.28</b>	<b>\$ 1,862,505.35</b>	<b>\$ 1,286,631.75</b>	<b>\$ 3,508,592.32</b>	<b>\$ 358,086.79</b>
Current Year HAP +/-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,765.00
Current Year Oper +/-	\$ 49,915.78	\$ 8,757.44	\$ 6,523.88	\$ 2,757.13	\$ 9,217.51	\$ 22,659.82	\$ (2,304.93)
<b>Current Year Net Assets</b>	<b>\$ 49,915.78</b>	<b>\$ 8,757.44</b>	<b>\$ 6,523.88</b>	<b>\$ 2,757.13</b>	<b>\$ 9,217.51</b>	<b>\$ 22,659.82</b>	<b>\$ 4,460.07</b>
<b>Total Equity</b>	<b>\$ 12,839,626.60</b>	<b>\$ 728,955.56</b>	<b>\$ 5,418,307.16</b>	<b>\$ 1,865,262.48</b>	<b>\$ 1,295,849.26</b>	<b>\$ 3,531,252.14</b>	<b>\$ 362,546.86</b>
<b>Liabilities &amp; Net Assets</b>	<b>\$ 14,042,213.15</b>	<b>\$ 735,511.78</b>	<b>\$ 5,946,329.18</b>	<b>\$ 2,210,826.45</b>	<b>\$ 1,583,485.68</b>	<b>\$ 3,566,060.06</b>	<b>\$ 370,393.50</b>

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Public Housing Combined**  
**May 2025**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 917,478.00	\$ 79,094.00	\$ 168,495.53	18%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 269,837.00	\$ -	\$ -	0%
Other Income	\$ 901,664.00	\$ 70,853.18	\$ 76,123.41	8%
Subsidy	\$ 2,964,741.00	\$ 269,381.68	\$ 538,763.36	18%
<b>Total Revenue</b>	<b>\$ 5,053,720.00</b>	<b>\$ 419,328.86</b>	<b>\$ 783,382.30</b>	<b>16%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 900,758.00	\$ 67,952.00	\$ 131,030.33	15%
Legal	\$ 25,375.00	\$ 2,140.00	\$ 1,460.00	6%
PBA Mngt. Exp.	\$ -	\$ (10,393.50)	\$ (20,670.00)	0%
Mileage/Travel/Training	\$ 17,062.00	\$ 876.38	\$ 1,045.38	6%
Other Administrative Exp	\$ 123,878.00	\$ 10,204.58	\$ 13,314.79	11%
<i>Total Administrative Expense</i>	<i>\$ 1,067,073.00</i>	<i>\$ 70,779.46</i>	<i>\$ 126,180.50</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 11,567.00	\$ 963.85	\$ 1,927.70	17%
<i>Total Tenant Services Expenses</i>	<i>\$ 11,567.00</i>	<i>\$ 963.85</i>	<i>\$ 1,927.70</i>	
<i>Total Utility Expenses</i>	<i>\$ 609,390.00</i>	<i>\$ 49,765.62</i>	<i>\$ 101,405.32</i>	<i>17%</i>
<i>Maintenance</i>				
Salaries	\$ 782,560.00	\$ 55,210.75	\$ 120,053.65	15%
Materials	\$ 390,343.00	\$ 29,217.07	\$ 68,019.66	17%
Contracts	\$ 557,530.00	\$ 39,000.55	\$ 76,371.42	14%
<i>Total Maintenance Expenses</i>	<i>\$ 1,730,433.00</i>	<i>\$ 123,428.37</i>	<i>\$ 264,444.73</i>	
<i>General Expenses</i>				
Insurance	\$ 224,582.00	\$ 18,715.15	\$ 37,430.30	17%
Employee Benefits	\$ 787,450.00	\$ 55,954.97	\$ 116,413.74	15%
Depreciation Expense	\$ 357,981.00	\$ 28,395.90	\$ 56,791.80	16%
PILOT	\$ 34,647.00	\$ -	\$ -	0%
Casualty Losses	\$ 10,000.00	\$ -	\$ -	0%
Collection Losses	\$ 83,362.00	\$ 6,066.61	\$ 17,769.59	21%
Energy Perf Cont Expense	\$ 134,570.00	\$ 5,551.42	\$ 11,102.84	8%
<i>Total General Expenses</i>	<i>\$ 1,632,592.00</i>	<i>\$ 114,684.05</i>	<i>\$ 239,508.27</i>	
<b>Total Expenses</b>	<b>\$ 5,051,055.00</b>	<b>\$ 359,621.35</b>	<b>\$ 733,466.52</b>	<b>15%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 2,665.00</b>	<b>\$ 59,707.51</b>	<b>\$ 49,915.78</b>	

Percent of Budget Month 2 of 12

17%

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - COCC Fund 100**  
**May 2025**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ -	\$ -	\$ -	0%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ -	\$ -	\$ -	0%
Other Income	\$ 354,792.00	\$ 20,824.00	\$ 20,824.00	6%
Subsidy	\$ -	\$ -	\$ -	0%
<b>Total Revenue</b>	<b>\$ 354,792.00</b>	<b>\$ 20,824.00</b>	<b>\$ 20,824.00</b>	<b>6%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 427,979.00	\$ 31,766.17	\$ 63,574.54	15%
Legal	\$ 6,568.00	\$ 125.00	\$ 125.00	2%
PBA Mngt. Exp.	\$ (392,300.00)	\$ (47,516.00)	\$ (95,457.50)	24%
Mileage/Travel/Training	\$ 5,508.00	\$ 720.00	\$ 889.00	16%
Other Administrative Exp	\$ 29,552.00	\$ 6,670.30	\$ 5,707.15	19%
<i>Total Administrative Expense</i>	<i>\$ 77,307.00</i>	<i>\$ (8,234.53)</i>	<i>\$ (25,161.81)</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>\$ 22,493.00</i>	<i>\$ 1,561.05</i>	<i>\$ 3,665.77</i>	<i>16%</i>
<i>Maintenance</i>				
Salaries	\$ -	\$ -	\$ -	0%
Materials	\$ 1,953.00	\$ -	\$ -	0%
Contracts	\$ 53,680.00	\$ 1,786.42	\$ 2,717.71	5%
<i>Total Maintenance Expenses</i>	<i>\$ 55,633.00</i>	<i>\$ 1,786.42</i>	<i>\$ 2,717.71</i>	
<i>General Expenses</i>				
Insurance	\$ 7,996.00	\$ 666.32	\$ 1,332.64	17%
Employee Benefits	\$ 188,278.00	\$ 14,540.51	\$ 29,086.29	15%
Depreciation Expense	\$ 2,556.00	\$ 212.98	\$ 425.96	17%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ -	\$ -	\$ -	0%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
<i>Total General Expenses</i>	<i>\$ 198,830.00</i>	<i>\$ 15,419.81</i>	<i>\$ 30,844.89</i>	
<b>Total Expenses</b>	<b>\$ 354,263.00</b>	<b>\$ 10,532.75</b>	<b>\$ 12,066.56</b>	<b>3%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 529.00</b>	<b>\$ 10,291.25</b>	<b>\$ 8,757.44</b>	

Percent of Budget Month 2 of 12

17%

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Fair Oaks AMP 101**  
**May 2025**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 78,498.00	\$ 8,993.00	\$ 23,426.45	30%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 89,046.00	\$ -	\$ -	0%
Other Income	\$ 92,897.00	\$ 7,767.27	\$ 9,853.77	11%
Subsidy	\$ 1,363,706.00	\$ 123,555.34	\$ 247,110.68	18%
<b>Total Revenue</b>	<b>\$ 1,624,147.00</b>	<b>\$ 140,315.61</b>	<b>\$ 280,390.90</b>	<b>17%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 137,263.00	\$ 10,401.00	\$ 19,196.74	14%
Legal	\$ 3,931.00	\$ 411.25	\$ 161.25	4%
PBA Mngt. Exp.	\$ 93,485.00	\$ 11,702.50	\$ 23,715.00	25%
Mileage/Travel/Training	\$ 4,058.00	\$ 39.59	\$ 39.59	0%
Other Administrative Exp	\$ 26,438.00	\$ 1,104.41	\$ 2,209.82	8%
<i>Total Administrative Expense</i>	<i>\$ 265,175.00</i>	<i>\$ 23,658.75</i>	<i>\$ 45,322.40</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 3,658.00	\$ 304.79	\$ 609.58	17%
<i>Total Tenant Services Expenses</i>	<i>\$ 3,658.00</i>	<i>\$ 304.79</i>	<i>\$ 609.58</i>	
<i>Total Utility Expenses</i>	<i>\$ 192,665.00</i>	<i>\$ 17,456.82</i>	<i>\$ 32,628.78</i>	<i>17%</i>
<i>Maintenance</i>				
Salaries	\$ 310,111.00	\$ 22,845.44	\$ 44,328.29	14%
Materials	\$ 213,826.00	\$ 16,691.25	\$ 43,594.66	20%
Contracts	\$ 115,679.00	\$ 12,814.12	\$ 33,489.66	29%
<i>Total Maintenance Expenses</i>	<i>\$ 639,616.00</i>	<i>\$ 52,350.81</i>	<i>\$ 121,412.61</i>	
<i>General Expenses</i>				
Insurance	\$ 74,750.00	\$ 6,229.15	\$ 12,458.30	17%
Employee Benefits	\$ 192,040.00	\$ 12,832.27	\$ 25,458.54	13%
Depreciation Expense	\$ 155,535.00	\$ 12,961.25	\$ 25,922.50	17%
PILOT	\$ -	\$ -	\$ -	0%
Casualty Losses	\$ 5,000.00	\$ -	\$ -	0%
Collection Losses	\$ 34,337.00	\$ 5,325.59	\$ 5,058.03	15%
Energy Perf Cont Expense	\$ 60,557.00	\$ 2,498.14	\$ 4,996.28	8%
<i>Total General Expenses</i>	<i>\$ 522,219.00</i>	<i>\$ 39,846.40</i>	<i>\$ 73,893.65</i>	
<b>Total Expenses</b>	<b>\$ 1,623,333.00</b>	<b>\$ 133,617.57</b>	<b>\$ 273,867.02</b>	<b>17%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 814.00</b>	<b>\$ 6,698.04</b>	<b>\$ 6,523.88</b>	

Percent of Budget Month 2 of 12

17%

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Beeler/Madison/Churchill AMP 102**  
**May 2025**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 264,240.00	\$ 22,529.00	\$ 54,120.50	20%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 59,364.00	\$ -	\$ -	0%
Other Income	\$ 193,606.00	\$ 17,432.70	\$ 18,101.20	9%
Subsidy	\$ 501,558.00	\$ 45,619.00	\$ 91,238.00	18%
<b>Total Revenue</b>	<b>\$ 1,018,768.00</b>	<b>\$ 85,580.70</b>	<b>\$ 163,459.70</b>	<b>16%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 113,212.00	\$ 8,685.94	\$ 16,301.72	14%
Legal	\$ 3,185.00	\$ 500.00	\$ 250.00	0%
PBA Mngt. Exp.	\$ 96,890.00	\$ 8,060.00	\$ 16,352.50	17%
Mileage/Travel/Training	\$ 1,594.00	\$ 62.79	\$ 62.79	0%
Other Administrative Exp	\$ 20,806.00	\$ 913.43	\$ 2,089.72	10%
<i>Total Administrative Expense</i>	<i>\$ 235,687.00</i>	<i>\$ 18,222.16</i>	<i>\$ 35,056.73</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,541.00	\$ 211.77	\$ 423.54	17%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,541.00</i>	<i>\$ 211.77</i>	<i>\$ 423.54</i>	
<i>Total Utility Expenses</i>	<i>\$ 113,653.00</i>	<i>\$ 10,528.26</i>	<i>\$ 21,781.94</i>	<i>19%</i>
<i>Maintenance</i>				
Salaries	\$ 151,511.00	\$ 12,188.29	\$ 24,573.07	16%
Materials	\$ 61,918.00	\$ 4,714.06	\$ 8,021.03	13%
Contracts	\$ 98,647.00	\$ 7,387.48	\$ 11,053.27	11%
<i>Total Maintenance Expenses</i>	<i>\$ 312,076.00</i>	<i>\$ 24,289.83</i>	<i>\$ 43,647.37</i>	
<i>General Expenses</i>				
Insurance	\$ 38,401.00	\$ 3,200.12	\$ 6,400.24	17%
Employee Benefits	\$ 135,953.00	\$ 10,423.74	\$ 20,896.85	15%
Depreciation Expense	\$ 104,392.00	\$ 8,699.32	\$ 17,398.64	17%
PILOT	\$ 8,858.00	\$ -	\$ -	0%
Casualty Losses	\$ 5,000.00	\$ -	\$ -	0%
Collection Losses	\$ 21,564.00	\$ 579.40	\$ 11,766.40	55%
Energy Perf Cont Expense	\$ 40,371.00	\$ 1,665.43	\$ 3,330.86	8%
<i>Total General Expenses</i>	<i>\$ 354,539.00</i>	<i>\$ 24,568.01</i>	<i>\$ 59,792.99</i>	
<b>Total Expenses</b>	<b>\$ 1,018,496.00</b>	<b>\$ 77,820.03</b>	<b>\$ 160,702.57</b>	<b>16%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 272.00</b>	<b>\$ 7,760.67</b>	<b>\$ 2,757.13</b>	

Percent of Budget Month 2 of 12

17%

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - Merche AMP 103**  
**May 2025**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 217,332.00	\$ 18,584.00	\$ 33,338.58	15%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 48,571.00	\$ -	\$ -	0%
Other Income	\$ 159,145.00	\$ 15,707.20	\$ 16,956.70	11%
Subsidy	\$ 384,718.00	\$ 35,147.00	\$ 70,294.00	18%
<b>Total Revenue</b>	<b>\$ 809,766.00</b>	<b>\$ 69,438.20</b>	<b>\$ 120,589.28</b>	<b>15%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 87,726.00	\$ 6,778.74	\$ 12,630.38	14%
Legal	\$ 3,943.00	\$ -	\$ -	0%
PBA Mngt. Exp.	\$ 85,025.00	\$ 7,130.00	\$ 14,260.00	17%
Mileage/Travel/Training	\$ 1,750.00	\$ 54.00	\$ 54.00	0%
Other Administrative Exp	\$ 21,919.00	\$ 671.31	\$ 1,777.10	8%
<i>Total Administrative Expense</i>	<i>\$ 200,363.00</i>	<i>\$ 14,634.05</i>	<i>\$ 28,721.48</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 2,185.00	\$ 182.08	\$ 364.16	17%
<i>Total Tenant Services Expenses</i>	<i>\$ 2,185.00</i>	<i>\$ 182.08</i>	<i>\$ 364.16</i>	
<i>Total Utility Expenses</i>	<i>\$ 99,965.00</i>	<i>\$ 9,255.70</i>	<i>\$ 18,956.45</i>	<i>19%</i>
<i>Maintenance</i>				
Salaries	\$ 124,817.00	\$ 5,389.28	\$ 15,726.61	13%
Materials	\$ 35,647.00	\$ 961.06	\$ 5,676.77	16%
Contracts	\$ 118,241.00	\$ 7,242.35	\$ 12,555.35	11%
<i>Total Maintenance Expenses</i>	<i>\$ 278,705.00</i>	<i>\$ 13,592.69</i>	<i>\$ 33,958.73</i>	
<i>General Expenses</i>				
Insurance	\$ 30,306.00	\$ 2,525.48	\$ 5,050.96	17%
Employee Benefits	\$ 97,513.00	\$ 5,241.99	\$ 12,416.59	13%
Depreciation Expense	\$ 48,441.00	\$ 4,036.77	\$ 8,073.54	17%
PILOT	\$ 8,508.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 9,891.00	\$ 530.62	\$ 1,054.16	11%
Energy Perf Cont Expense	\$ 33,642.00	\$ 1,387.85	\$ 2,775.70	8%
<i>Total General Expenses</i>	<i>\$ 228,301.00</i>	<i>\$ 13,722.71</i>	<i>\$ 29,370.95</i>	
<b>Total Expenses</b>	<b>\$ 809,519.00</b>	<b>\$ 51,387.23</b>	<b>\$ 111,371.77</b>	<b>14%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 247.00</b>	<b>\$ 18,050.97</b>	<b>\$ 9,217.51</b>	

Percent of Budget Month 2 of 12

17%

**Vermilion Housing Authority**  
**Operating Statement - Public Housing - County Properties AMP 104**  
**May 2025**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Dwelling Rental	\$ 357,408.00	\$ 28,988.00	\$ 57,610.00	16%
Non - Dwelling Rental	\$ -	\$ -	\$ -	0%
Interest Income	\$ 72,856.00	\$ -	\$ -	0%
Other Income	\$ 101,224.00	\$ 9,122.01	\$ 10,387.74	10%
Subsidy	\$ 714,759.00	\$ 65,060.34	\$ 130,120.68	18%
<b>Total Revenue</b>	<b>\$ 1,246,247.00</b>	<b>\$ 103,170.35</b>	<b>\$ 198,118.42</b>	<b>16%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 134,578.00	\$ 10,320.15	\$ 19,326.95	14%
Legal	\$ 7,748.00	\$ 1,103.75	\$ 923.75	12%
PBA Mngt. Exp.	\$ 116,900.00	\$ 10,230.00	\$ 20,460.00	18%
Mileage/Travel/Training	\$ 4,152.00	\$ -	\$ -	0%
Other Administrative Exp	\$ 25,163.00	\$ 845.13	\$ 1,531.00	6%
<i>Total Administrative Expense</i>	<i>\$ 288,541.00</i>	<i>\$ 22,499.03</i>	<i>\$ 42,241.70</i>	
<i>Tenant Services</i>				
Other Tenant Services Exp	\$ 3,183.00	\$ 265.21	\$ 530.42	17%
<i>Total Tenant Services Expenses</i>	<i>\$ 3,183.00</i>	<i>\$ 265.21</i>	<i>\$ 530.42</i>	
<i>Total Utility Expenses</i>	<i>\$ 180,614.00</i>	<i>\$ 10,963.79</i>	<i>\$ 24,372.38</i>	<i>13%</i>
<i>Maintenance</i>				
Salaries	\$ 196,121.00	\$ 14,787.74	\$ 35,425.68	18%
Materials	\$ 76,999.00	\$ 6,850.70	\$ 10,727.20	14%
Contracts	\$ 171,283.00	\$ 9,770.18	\$ 16,555.43	10%
<i>Total Maintenance Expenses</i>	<i>\$ 444,403.00</i>	<i>\$ 31,408.62</i>	<i>\$ 62,708.31</i>	
<i>General Expenses</i>				
Insurance	\$ 73,129.00	\$ 6,094.08	\$ 12,188.16	17%
Employee Benefits	\$ 173,666.00	\$ 12,916.46	\$ 28,555.47	16%
Depreciation Expense	\$ 47,057.00	\$ 2,485.58	\$ 4,971.16	11%
PILOT	\$ 17,281.00	\$ -	\$ -	0%
Casualty Losses	\$ -	\$ -	\$ -	0%
Collection Losses	\$ 17,570.00	\$ (369.00)	\$ (109.00)	-1%
Energy Perf Cont Expense	\$ -	\$ -	\$ -	0%
<i>Total General Expenses</i>	<i>\$ 328,703.00</i>	<i>\$ 21,127.12</i>	<i>\$ 45,605.79</i>	
<b>Total Expenses</b>	<b>\$ 1,245,444.00</b>	<b>\$ 86,263.77</b>	<b>\$ 175,458.60</b>	<b>14%</b>
<b>Surplus - (Deficit)</b>	<b>\$ 803.00</b>	<b>\$ 16,906.58</b>	<b>\$ 22,659.82</b>	

Percent of Budget Month 2 of 12

17%

**Vermilion Housing Authority**  
**Operating Statement - HCV - Section 8**  
**May 2025**

	Annual Budget	Current Month	YTD	% of Budget
<b>Operating Revenue</b>				
Fraud Recovery	\$ 8,398.00	\$ 833.55	\$ 2,109.25	25%
Interest Income	\$ 14,781.00	\$ -	\$ -	0%
Administrative Fees	\$ 473,502.00	\$ 36,408.00	\$ 73,220.00	15%
<b>Total Revenue</b>	<b>\$ 496,681.00</b>	<b>\$ 37,241.55</b>	<b>\$ 75,329.25</b>	<b>15%</b>
<b>Operating Expenses</b>				
<i>Administrative</i>				
Salaries	\$ 271,161.00	\$ 17,973.08	\$ 34,501.15	13%
Legal	\$ 500.00	\$ 855.00	\$ 855.00	0%
Mileage/Travel/Training	\$ 2,500.00	\$ 1,015.02	\$ 1,015.02	0%
Other Administrative Exp	\$ 56,937.00	\$ 5,091.14	\$ 7,363.94	13%
Program Management Fee	\$ 113,354.00	\$ 10,393.50	\$ 20,670.00	18%
<i>Total Administrative Expense</i>	<i>\$ 444,452.00</i>	<i>\$ 35,327.74</i>	<i>\$ 64,405.11</i>	
<i>General Expenses</i>				
Insurance	\$ 5,335.00	\$ 444.60	\$ 889.20	17%
Employee Benefits	\$ 87,172.00	\$ 6,202.07	\$ 12,339.87	14%
Depreciation Expense	\$ -	\$ -	\$ -	0%
<i>Total General Expenses</i>	<i>\$ 92,507.00</i>	<i>\$ 6,646.67</i>	<i>\$ 13,229.07</i>	
<b>Total Expenses</b>	<b>\$ 536,959.00</b>	<b>\$ 41,974.41</b>	<b>\$ 77,634.18</b>	<b>14%</b>
<b>Surplus - (Deficit)</b>	<b>\$ (40,278.00)</b>	<b>\$ (4,732.86)</b>	<b>\$ (2,304.93)</b>	

Percent of Budget Month 2 of 12

17%

May 31, 2025

**CAPITAL FUND 2023 - Vermilion Housing Authority**

Obligation Date: 2/16/2025  
Close Out Date: 2/16/2027

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	5/31/2025 Obligation
<b>Operations 1406</b>	\$ 557,557.00	\$ -	\$ 557,557.00	\$ -	0.0%	\$ 557,557.00
<b>Mgmt. Improvements 1408</b>						
Marketing and Advertising	\$ -	\$ -	\$ -	\$ -		\$ -
Surveillance System	\$ 104,683.73	\$ -	\$ 104,683.73	\$ -		\$ 104,683.73
Staff Training	\$ 10,942.35	\$ -	\$ 10,942.35	\$ -		\$ 10,942.35
IT Improvements	\$ 12,022.86	\$ -	\$ 12,022.86	\$ -		\$ 12,022.86
Background Check Information	\$ 7,351.06	\$ -	\$ 7,351.06	\$ -		\$ 7,351.06
	\$ 135,000.00	\$ -	\$ 135,000.00	\$ -	0.0%	\$ 135,000.00
<b>Administration 1410</b>						
Administration Costs	\$ 223,030.80	\$ -	\$ 223,030.80	\$ -	0.0%	\$ 223,030.80
<b>Contract Administration 1480</b>						
A/E Services	\$ 82,346.70	\$ 19,798.00	\$ 41,785.37	\$ 40,561.33		\$ 82,346.70
	\$ 82,346.70	\$ 19,798.00	\$ 41,785.37	\$ 40,561.33	49.3%	\$ 82,346.70
<b>Dwelling Unit - Interior/Exterior 1480</b>						
Flooring Upgrade - Centennial Manor	\$ 4,739.22	\$ -	\$ 4,739.22	\$ -		\$ 4,739.22
Unit Modernization - Fair Oaks	\$ 337,136.56	\$ -	\$ 284,675.72	\$ 52,460.84		\$ 337,136.56
Roof Replacement - Fair Oaks	\$ 129,733.76	\$ -	\$ 129,733.76	\$ -		\$ 129,733.76
Appliance Replacement	\$ 44,768.66	\$ -	\$ 44,768.66	\$ -		\$ 44,768.66
Appliance Replacement - Centennial Manor	\$ 27,840.81	\$ -	\$ 27,840.81	\$ -		\$ 27,840.81
	\$ 544,219.01	\$ -	\$ 491,758.17	\$ 52,460.84	\$ -	\$ 544,219.01
<b>Non-Dwelling/Dwelling Unit - Site Work 1480</b>						
Update Lobby Restrooms - Centennial Manor	\$ -	\$ -	\$ -	\$ -		\$ -
Fresh Air Rooftop Unit - MerChe	\$ 150,886.00	\$ -	\$ -	\$ 150,886.00		\$ 150,886.00
Handrail Replacement - Churchill	\$ 31,370.00	\$ -	\$ 31,370.00	\$ -		\$ 31,370.00
Bus Stop Pavilion - Fair Oaks	\$ 7,815.00	\$ -	\$ 7,815.00	\$ -		\$ 7,815.00
Sewer and Water Line Repairs	\$ 26,235.70	\$ -	\$ 26,235.70	\$ -		\$ 26,235.70
Roadway Patching & Preservation	\$ 222,171.90	\$ -	\$ 117,104.00	\$ 105,067.90		\$ 222,171.90
Landscape Upgrades - MerChe	\$ 33,357.91	\$ 9,390.68	\$ 33,357.91	\$ -		\$ 33,357.91
	\$ 471,836.51	\$ 9,390.68	\$ 215,882.61	\$ 255,953.90	54.2%	\$ 471,836.51
<b>Dwelling Unit - Demolition 1480</b>						
Demolition - Parkview Court	\$ 216,317.98	\$ 2,672.62	\$ 119,021.98	\$ 97,296.00		\$ 216,317.98
	\$ 216,317.98	\$ 2,672.62	\$ 119,021.98	\$ 97,296.00	45.0%	\$ 216,317.98
<b>Total</b>	<b>\$ 2,230,308.00</b>	<b>\$ 31,861.30</b>	<b>\$ 1,784,035.93</b>	<b>\$ 446,272.07</b>	<b>20.0%</b>	<b>\$ 2,230,308.00</b>

Percent Obligated 100.0%

May 31, 2025

**CAPITAL FUND 2024 - Vermilion Housing Authority**

Obligation Date: 5/5/2026  
Close Out Date: 5/5/2028

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available	5/31/2025 Obligation
<b>Operations 1406</b>	\$ 458,128.00	\$ 41,648.00	\$ 41,648.00	\$ 416,480.00	90.9%	\$ 458,128.00
<b>Mgmt. Improvements 1408</b>						
Marketing and Advertising	\$ 1,052.31	\$ -	\$ -	\$ 1,052.31		\$ -
Surveillance System	\$ 16,889.02	\$ -	\$ 5,315.08	\$ 11,573.94		\$ 5,315.08
Staff Training	\$ 15,058.67	\$ 3,110.98	\$ 15,058.67	\$ -		\$ 15,058.67
IT Improvements	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00		\$ -
Background Check Information	\$ 8,000.00	\$ 1,205.40	\$ 4,290.03	\$ 3,709.97		\$ 4,290.03
	\$ 76,000.00	\$ 4,316.38	\$ 24,663.78	\$ 51,336.22	67.5%	\$ 24,663.78
<b>Administration 1410</b>						
Administration Costs	\$ 229,064.00	\$ 20,824.00	\$ 20,824.00	\$ 208,240.00	90.9%	\$ 229,064.00
<b>Contract Administration 1480</b>						
A/E Services	\$ 50,000.00	\$ 3,984.93	\$ 19,670.62	\$ 30,329.38		\$ 19,670.62
	\$ 50,000.00	\$ 3,984.93	\$ 19,670.62	\$ 30,329.38	60.7%	\$ 19,670.62
<b>Dwelling Unit - Interior/Exterior 1480</b>						
Unit Modernization - Fair Oaks	\$ 272,433.00	\$ -	\$ -	\$ 272,433.00		\$ 77,959.73
	\$ 272,433.00	\$ -	\$ -	\$ 272,433.00	100.0%	\$ 77,959.73
<b>Non-Dwelling/Dwelling Unit - Site Work 1480</b>						
Fencing Install - Fair Oaks	\$ -	\$ -	\$ -	\$ -		\$ -
Facade - MerChe	\$ 949,000.00	\$ -	\$ -	\$ 949,000.00		\$ 949,000.00
Water Heater Replacement- Churchill	\$ -	\$ -	\$ -	\$ -		\$ -
MCM Elevator Upgrade	\$ 123,904.50	\$ -	\$ 61,952.50	\$ 61,952.00		\$ 123,904.50
Fencing Upgrade - MerChe	\$ 27,754.50	\$ -	\$ -	\$ 27,754.50		\$ 27,754.50
Sewer and Water Line Repairs	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00		\$ -
Maintenance Shop	\$ -	\$ -	\$ -	\$ -		\$ -
Community Room - MerChe	\$ -	\$ -	\$ -	\$ -		\$ -
Rooftop HVAC Replacment - LIPH Suite/Admin Building	\$ 47,567.00	\$ -	\$ -	\$ 47,567.00		\$ 47,567.00
Hot Water Tank - MerChe	\$ -	\$ -	\$ -	\$ -		\$ -
Roadway Patching & Preservation	\$ -	\$ -	\$ -	\$ -		\$ -
Tuckpointing - Admin Building	\$ 34,000.00	\$ -	\$ -	\$ 34,000.00		\$ 34,000.00
Landscape Upgrades	\$ 12,790.00	\$ -	\$ 6,639.50	\$ 6,150.50		\$ 6,639.50
	\$ 1,205,016.00	\$ -	\$ 68,592.00	\$ 1,136,424.00	94.3%	\$ 1,188,865.50
<b>Total</b>	\$ 2,290,641.00	\$ 70,773.31	\$ 175,398.40	\$ 2,115,242.60	92.3%	\$ 1,998,351.63

Percent Obligated 87.2%

**ROSS Grant - Vermilion Housing Authority**  
**ROSS241891**  
**May 2025**

Start Date: 6/1/2024  
Close Out Date: 5/31/2027

	Budget	Expended Current Month	Expended Grant-To-Date	Available Balance	Percent Available
<b>Project Coordinator 1168</b>					
Project Coordinator	\$ 175,159.00	\$ -	\$ 57,277.84	\$ 117,881.16	67.3%
<b>Training Costs 1268</b>					
Training Costs	\$ 7,500.00	\$ -	\$ 1,087.00	\$ 6,413.00	
	\$ 7,500.00	\$ -	\$ 1,087.00	\$ 6,413.00	85.5%
<b>Administrative Costs 1868</b>					
Administrative Costs	\$ 18,266.00	\$ -	\$ 5,963.15	\$ 12,302.85	
	\$ 18,266.00	\$ -	\$ 5,963.15	\$ 12,302.85	67.4%
<b>Total</b>	<b>\$ 200,925.00</b>	<b>\$ -</b>	<b>\$ 64,327.99</b>	<b>\$ 136,597.01</b>	<b>68.0%</b>

**Vermilion Housing Authority**  
**First Financial Bank - Authority Account**  
**May 2025**

**Balance Sheet**

**Assets**

111105 Cash	321,488.61
<b>Total Assets</b>	<u>321,488.61</u>

**Liabilities**

2111 Accounts Payable	0.00
<b>Total Liabilities</b>	0.00

**Equity**

2820 Operating Reserves - Retained Earnings	321,408.04
Current Year Operating - Gain/(Loss)	80.57
<b>Total Liabilities &amp; Equity</b>	<u>321,488.61</u>

**Income Statement**

	Current Month	Year to Date
<b>Operating Revenue</b>		
Interest Income	40.95	80.57
Other Income	0.00	0.00
<b>Total Revenue</b>	<u>40.95</u>	<u>80.57</u>
<b>Operating Expenses</b>		
Other Administrative Expenses	0.00	0.00
<b>Total Expenses</b>	<u>0.00</u>	<u>0.00</u>
Surplus - (Deficit)	40.95	80.57

**Vermilion Housing Authority**  
**Tenant Receivables Outstanding**  
**PHAS Financial Indicator**  
**May 2025**

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-25	\$	6,928.73	0.76%
April-25	\$	11,338.93	1.22%
May-25	\$	12,724.13	1.36%
June-25			0.00%
July-25			0.00%
August-25			0.00%
September-25			0.00%
October-25			0.00%
November-25			0.00%
December-25			0.00%
January-26			0.00%
February-26			0.00%
March-26			0.00%

# Vermilion Housing Authority

## Ap Expenditures

May 2025

1919 Architects	\$18,208.00
Ameren Illinois	\$20,243.67
Aqua Illinois Inc	\$15,870.43
Bacon & Van Buskirk	\$1,547.40
Barton Carrolls Inc.	\$912.00
Berry's Garden Center	\$3,000.00
Blackies Automatic Engineering	\$487.00
Blaine Window Hardware	\$253.86
Botts Locksmith	\$140.00
City of Danville	\$7,682.63
City of Hoopeston	\$1,533.05
Comcast Cable	\$628.33
Connor Company	\$4,433.50
Constellation NewEnergy, Inc.	\$624.60
Courtesy Ford Inc.	\$203.62
CTS Computer Center	\$5,962.00
Danville Area Community College	\$331.58
DP Supply, INC	\$245.90
Drake Nelson	\$1,300.00
Echo Electric	\$57.56
Farnsworth Group Inc.	\$5,574.93
Fastenal	\$109.93
Frank's House Of Color Inc.	\$3,098.40
General Electric Co	\$218.20
Georgetown Waterworks	\$2,631.52
Gibson Teldata, Inc.	\$989.64
Grainger, Inc	\$951.48
Hd Supply Facilities Maintenance	\$8,886.70
Health Alliance	\$32,259.78
Heather Puls	\$2,500.00
Housing-Renewal & Local Agency Retirement	\$17,436.86
Huber & Mudd LLC	\$2,995.00
Illini FS	\$1,735.40
Indiana Media Group	\$244.00
Iron Mountain Secure Shredding	\$533.27
Jerry D. Beckley JR	\$1,625.00
Joseph Hutchins	\$50.00
Kelly Printing Company Inc.	\$56.97
Kirby Risk Corporation	\$86.12
Kone Inc.	\$1,563.70
Lahne Lawncare	\$850.00
Latoz Hardware Inc.	\$101.43
Lowe's	\$2,195.74
Menards - Menards Of Danville	\$1,947.16
Metropolitan Life Insurance Company	\$1,857.48
Municipal Water Utility	\$233.26
National Construction Rentals, Inc.	\$2,672.62
Nelson's Lawn Care	\$6,720.00
Nicole Brumfield	\$36.40
NUSO, LLC	\$167.63
Oil Changers, Inc	\$72.88
Online Information Services Inc.	\$1,943.99
Petty Cash, Tamra Hartman Custodial	\$79.60
Quadient Finance USA, Inc	\$2,000.00
Quill	\$2,241.96
Republic Services #726	\$7,513.15
Ridge Plumbing Contractor, LLC	\$3,687.60
Rogers Supply Company Inc.	\$480.16
S.E.A. Group, Inc.	\$650.00
Samantha Bruens	\$229.31
Securitas Technology Corporation	\$173.67
Sherwin-Williams	\$775.60
Sparklight Business	\$336.96

Spartan Tool LLC	\$149.36
Sustainable Design Consulting, LLC	\$900.00
Tamera Forthenberry	\$119.98
Terminix Services	\$3,541.00
The Lincoln National Life Insurance Co.	\$177.65
ULINE, INC.	\$9,390.68
Verizon Wireless	\$205.09
Vermilion Chevrolet	\$111.80
Vermilion County Health Department	\$121.60
Vermilion County Treasurer	\$30,879.08
Village of Rossville	\$625.00
Vision Service Plan	\$437.13
Wagner Communications Inc.	\$442.17
Watts Copy System	\$537.56
<b>Total for all Vendors</b>	<b>251,816.73</b>

## Memorandum

**TO:** Board of Commissioners

**FROM:** Amber McCoy, Deputy Director

**DATE:** June 2, 2025

**RE:** Personnel Monthly Report for the Month of May 2025

**1. The following personnel action was taken in May 2025:**

Eddie Alvarez – Maintenance Technician – Terminated

Melissa Welker – HCV Specialist – Terminated

**2. Staff/Commissioners attended the following training through the Executive Office in May 2025:**

OSHA Hand and Power Tools Danville, IL	Maintenance Staff
CPR/First Aid Training Danville, IL	All Staff
OSHA Fire Extinguisher Training Danville, IL	All Staff
HCV Denials, Terminations, Informal Hearings, & Reviews Danville, IL	Meagan Morgan
Returning Public Housing Interest Income Danville, IL	Amber McCoy, Tamra Hartman

## MEMORANDUM

**TO:** Board of Commissioners

**FROM:** Amber McCoy, Deputy Director

**DATE:** June 16, 2025

**RE:** Audit Services for Fiscal Years 2026, 2027, and 2028

The Housing Authority of the City of Danville, d/b/a Vermilion Housing Authority (VHA) requested proposals for Financial and Compliance Audit Services for fiscal years ending March 31, 2026, March 31, 2027, and March 31, 2028, with the ability to extend an additional two years at the sole option of the VHA. Proposals were due on June 10, 2025.

We reached out to the list of auditing firms below as well as advertised in the newspaper.

<b>Company</b>	<b>Price Quotation</b>
Berry, Dunn, McNeil & Parker, LLC	No quote submitted
Clifton Larson Allen, LLC	No quote submitted
Hawkins Ash CPA's	\$32,000.00
Rector Reeder & Lofton P.C.	\$29,500.00
Rubino & Company	No quote submitted

Firms' knowledge and expertise with PHA's and HUD programs (30 points), management and staffing (30 points), quality of firm's references and peer review (20 points), and price (20 points) were how the proposers were evaluated.

We are recommending approval to enter into a contract with Rector, Reeder, and Lofton PC for audit services for fiscal years ending March 31, 2026, March 31, 2027, and March 31, 2028, with two additional years at the sole option of the VHA, at a cost not to exceed \$29,500.00 annually.

## RESOLUTION NO. 2025-22

### 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 Rector, Reeder, and Lofton PC for audit services for fiscal years ending March 31, 2026, March 31, 2027, and March 31, 2028, with the ability to extend an additional two years at the sole option of the VHA, not to exceed \$29,500.00 annually; 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 Rector, Reeder, and Lofton PC for audit services for fiscal years ending March 31, 2026, March 31, 2027, and March 31, 2028, with the ability to extend an additional two years at the sole option of the VHA, not to exceed \$29,500.00 annually.
- 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 26th day of June, 2025.

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

## Memorandum

**TO:** VHA Commissioners  
**FROM:** Amber McCoy, Deputy Director  
**DATE:** June 16, 2025  
**RE:** Pest Control Services

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We issued a Request for Proposal (RFP) for pest control services on April 22, 2025, and proposals were due on June 10, 2025. The intent of this RFP was to secure the services of an experienced and qualified contractor pesticide applicator (operator) businesses who are registered and licensed in the state of Illinois to render quality pest control services to VHA in order to provide a pest free environment for residents, employees, clients, and visitors to the units, offices, buildings and/or grounds. We received proposals back from three qualified companies. The three qualified companies were Orkin, Pestmaster Services of South Suburbs, and Terminix.

Experience (10 points), professional qualifications (10 points), schedule of performance/description of work (20 points), and the fee schedule (60 points) were how the proposers were evaluated.

When examining costs for pest control services, two factors come into play. First, there are monthly/quarterly routine services. Second, there are non-routine services needed to address issues like bed bugs.

At this time, we are recommending moving forward with Orkin for pest control services.

**RESOLUTION NO. 2025-23**

**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 Orkin for pest control services from August 1, 2025 to July 31, 2027. At VHA’s option, an extension may be executed extending the contract for an addition one year period, August 1, 2027- July 31, 2028.; 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 Orkin for pest control services from August 1, 2025 to July 31, 2027. At VHA’s option, an extension may be executed extending the contract for an addition one year period, August 1, 2027- July 31, 2028.
- 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, Illinois d/b/a Vermilion Housing Authority in regular and public session this 26<sup>th</sup> day of June, 2025.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

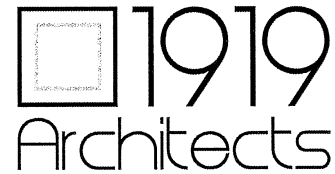
Absent \_\_\_\_\_

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

By: \_\_\_\_\_  
Its: Chairman

Attest:

By: \_\_\_\_\_  
Its: Secretary/Treasurer



**A/E Task Order**

**Task Order Tracking & Control**

Task Order Description: Hubbard Lane and Sidewalk Repairs

Task Order Number: IFB25-001

Issued To: 1919 Architects

Issuance Authorization Task Order Date: June 5, 2025

**Part I -Request**

**DESCRIPTION**

1919 Architects will provide architectural and engineering services for the construction documents for the milling of Hubbard Lane and concrete sidewalk replacement along this lane located in Danville, Illinois.

**SCOPE OF SERVICES**

- The firm will provide a field visit to verify field conditions for construction documents.
- Provide bidding and construction documents (Drawings and specifications) for permitting and construction.
- Provide Opinion of Probable Construction Cost (I.C.E.).
- Review bids and provide bid recommendation letter. Attend the preconstruction conference for architectural and engineering work.
- Construction administrative services: Review shop drawings, review and sign pay requests, review and execute any change orders, respond to request for information (RFI), construction observation services, punch list inspection, and close out services. Monthly meeting with the housing authority. Site visits two (2) times a month during construction (30-day construction period).

**REIMBURSABLE EXPENSES**

- Any fees which are paid by 1919 Architects on behalf of the VHA include printing and shipping cost. These will be invoiced at our cost.

**CLIENT RESPONSIBILITIES**

- Access to the site and project files to gather information to complete the assessment.
- Timely review and responses to questions by a single point of contact, appointed by VHA and acceptable to 1919 Architects.

**Part II – Cost**

Classifications			Costs
1919 Architects Services			\$16,665.00
Consultants Services			\$0.00
10% Sub-consultant Markup			\$0.00



Calendar days required to complete the design services: 60	Total Cost		\$16,665.00
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Our fee is broken down as follow:

Schematic Design/Preliminary Study Phase:	10% - 2 Weeks
Design Development Phase:	10% - 2 Weeks
Contract Document Phase	55% - 4 Weeks
Bidding and Award Phase	5% - 5 Weeks
Construction Administration Phase	20% - 5 Weeks
Total Fee:	100%

Invoices will be sent after completion of each phase above.

Compensation for Additional Services beyond the Fixed Fee proposal shall be billed at the Architect's billing rates listed below.

All printing and or shipping will be invoiced at cost.

**Architect's Hourly Rates with Overhead and Profit:**

Principal I/Architect:	\$204.00
Principal II/Architect:	\$185.00
Project Manager:	\$95.00
CAD/BIM Drafter:	\$95.00

The stated terms and conditions of this Task Order is understood by both parties to this agreement, and it is hereby agreed that the services as stated above are complete and constitute the extent of the services authorized. In consideration of the above and in complete accordance with the originally executed HUD Model Form of Agreement Between Owner and Design Professional (form HUD-51915), the consultant shall be compensated in accordance with this Task Order and the original contract for services satisfactorily completed and accepted by the Owner.

A/E Consultant

Vermilion Housing Authority

06/09/2024

Authorized Signature & Date

Authorized Signature & Date

**RESOLUTION NO. 2025-24**

**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 1919 Architects for A/E Services for the Hubbard Lane Reconstruction Project at Fair Oaks in Danville, Illinois, not to exceed \$16,665.00; 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 1919 Architects for A/E Services for the Hubbard Lane Reconstruction Project at Fair Oaks in Danville, Illinois, not to exceed \$16,665.00.
- 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 26th day of June, 2025.

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

**INTERGOVERNMENTAL AGREEMENT**

HOUSING AUTHORITY OF THE CITY OF DANVILLE  
AND  
FORD COUNTY HOUSING AUTHORITY

This Intergovernmental Agreement, dated \_\_\_\_\_ is by and between the Housing Authority of the City of Danville, (hereafter referred to as "HACD") 1607 Clyman Lane, Danville, IL 61832 and the Ford County Housing Authority, (hereafter referred to as "FCHA" ) 214 E. Seventh Street, Gibson City, IL 60936

**PREAMBLE**

WHEREAS, Illinois Housing Authorities may enter into Intergovernmental Agreements with each other as provided by 310 ILCS 10/8.5, 24CFR 85.36 (b)(5) and HUD Procurement Handbook 7460.8;

WHEREAS, this Interagency Agreement is made for reasons of economy and efficiency since HACD has specific property management expertise and experience required by FCHA; and

WHEREAS, FCHA wishes to enter into an Interagency Agreement with HACD to provide the services of the HACD to oversee the day-to-day operations of FCHA.

NOW, THEREFORE, in consideration of the terms and conditions of this Intergovernmental Agreement and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

1. **AGREEMENT TO MANAGE:** HACD agrees to provide professional management services for FCHA in accordance with the terms and conditions of this agreement. FCHA agrees to reimburse HACD for said services in accordance with the terms and conditions of this agreement and set forth in **Attachment A** entitled: "Intergovernmental Agreement Compensation".
2. **COMPENSATION:** HACD shall be compensated for services rendered and all administrative and overhead costs incurred as a result of providing services to FCHA, including, but not limited to, the compensation and all fringe benefits of certain HACD staff for rendering services to FCHA under the terms of this agreement up to the maximum compensation amount agreed to by

the parties and specified in Attachment A. All such services shall be paid as outlined in Attachment A entitled: "Intergovernmental Agreement Compensation" which is made a binding part of this agreement. HACD shall invoice FCHA on a monthly basis.

**3. HACD SCOPE OF SERVICES:** The HACD shall provide professional management services for FCHA. More specifically, the FCHA agrees to permit the Executive Director, Deputy Director, Housing Operations Director, and from time to time, other HACD staff, as may be needed, to perform the following services as may be necessary or appropriate to carry out the terms of this agreement:

a. HACD shall provide the FCHA with management services as defined as functions typically performed by the office of the Executive Director in the oversight of organizational, supervisory, coordination and monitoring functions.

b. HACD services shall include, but are not limited to:

i. Provide oversight and technical guidance and support to FCHA staff in the preparation and submission of the following required periodic HUD reports, including:

1. Annual & 5-Year FCHA Plan
2. Performance Funding Subsidy
3. Unaudited Financial Data Schedule
4. Capital Fund Performance & Evaluation and monthly reporting
5. EPIC Reporting
6. Section 3 Compliance
7. Contract & Subcontract Activity Reports
8. PHAS Monitoring
9. REAC Inspections
10. Any reporting due to "Troubled" or "Near Troubled Status" Agreements with HUD
11. Annual Independent Audit/ Audited Financial Statements

- c. Provide leadership to FCHA program staff in carrying out their respective duties in the operation and management of the FCHA's overall Operations.
  - d. Establish appropriate advocacy relationships with, and act as the primary spokesperson and representative, to local, state, and federal officials and administrative personnel.
  - e. Provide technical assistance and oversight to the Executive Directors office of the FCHA in a manner consistent with HUD's regulations and policies and Federal, State and Local laws.
  - f. Take all personnel, managerial, and administrative actions as may be required and necessary to facilitate well-organized operations of the FCHA.
  - g. Review agency plans and policies in conjunction with FCHA staff making recommendations for update to the FCHA Board of Commissioners, as required.
  - h. Communicate with FCHA Board Chair and Board on progress of FCHA organization operations and established priorities.
  - i. Perform such other additional duties which may be needed for the management and operation of FCHA.
  - j. Nothing in this agreement shall prevent either Housing Authority from awarding contract(s) for services within the scope of this agreement to other procured parties.
4. **INDEPENDENT CONTRACTOR:** HACD shall be deemed to be an independent contractor, and neither HACD nor any of its employees shall be construed to be employees of FCHA, for any purpose whatsoever. The HACD Executive Director, while overseeing the activities performed pursuant to this agreement, will be performing such duties under the policy direction of the FCHA Board of Commissioners. The HACD's assigned staff performing duties pursuant to this agreement shall perform such duties as to the best means and methods as determined by HACD's Executive Director. To the extent any HACD employee performing duties pursuant to this agreement is determined by any regulatory body or court to be an employee of FCHA, HACD agrees to indemnify and hold harmless FCHA to the extent any claims for liability or

loss are made upon FCHA, including but not limited to, all claims, demands, losses, liabilities, costs, expenses, obligations, damages, interest, penalties, and reasonable attorney's fees, without any limitation whatsoever.

5. **TERM OF AGREEMENT AND OPTION TO EXTEND:** This agreement shall become effective \_\_\_\_\_ and shall continue for one (1) year through \_\_\_\_\_.

6. **TERMINATION:** This agreement may be terminated as follows:

a. Upon forty-five (45) days written notice by either party to the other;  
or

b. If either party is in default of the terms and conditions of this agreement, including the failure to demonstrate progress in the prosecution of the work, the other party shall have the right to terminate this agreement by providing the party in default thirty (30) days written notice specifying the default. The defaulting party shall have thirty (30) days from the receipt of such notice to cure the default. Upon failure to cure, this Agreement shall be deemed to be terminated and be of no further force and effect.

7. **INDEMNIFICATION AND LIABILITY INSURANCE:**

a. HACD shall indemnify, defend and hold harmless FCHA from and against any and all claims, demands, losses, liabilities, costs, expenses, obligations and damages, including, without limitation, interest, penalties, and reasonable attorney's fees, suffered or incurred by FCHA to the extent the same arise, result from or relate to any breach of or failure by HACD to perform any of its covenants and agreements in this Agreement document, or in any schedule, certificate, exhibit or other instrument furnished under this Agreement, or which arise, result from or relate to any liability or obligation of HACD prior to this Agreement.

b. FCHA shall indemnify, defend and hold harmless HACD from and against any and all claims, demands, losses, liabilities, costs, expenses, obligations and damages, including, without limitation, interest, penalties, and reasonable attorney's fees, suffered or incurred by HACD to the extent the same arise, result from or relate to any breach

of or failure by FCHA to perform any of its covenants and agreements in this Agreement document, or in any schedule, certificate, exhibit or other instrument furnished under this Agreement, or which arise, result from or relate to any liability or obligation of FCHA prior to this Agreement.

- c. FCHA shall continue to maintain a Directors and Officers (Public Officials) insurance policy covering FCHA Commissioners and or employees who perform services for and/or on behalf of FCHA pursuant to this agreement.
  - d. HACD shall maintain its own Directors and Officers (Public Officials) insurance policy covering any HACD and/or employees who perform services pursuant to this agreement.
8. **CONFLICT OF INTEREST:** HACD warrants that it has disclosed all relevant information and warrants that to the best of its knowledge and belief that it does not have a conflict of interest. HACD agrees that if after execution of this agreement it discovers a conflict of interest with respect to this agreement, it shall make an immediate and full disclosure with a description of the action which HACD has taken to eliminate the conflict.
9. **RECORDS:** HACD shall maintain comprehensive records, books, and accounts in a manner satisfactory to HUD and FCHA. All records, books and accounts related to FCHA business, together with all documents of FCHA which relate to the operation of FCHA, shall be available for examination at reasonable hours by authorized representatives of FCHA. HACD shall turn over all related records to FCHA at the termination of this agreement or at a time mutually agreed upon by the FCHA and HACD.
10. **MODIFICATIONS:** This agreement constitutes the entire agreement between the parties and no change shall be valid unless in writing and executed by the parties.
11. **GOVERNING LAW/VENUE:** This Agreement shall be governed by the laws of the State of Illinois. Any lawsuit to enforce this Agreement must be filed in State Court in Vermilion County, Illinois.
12. **ENTIRE AGREEMENT:** This Agreement, together with the Attachments, contains the entire understanding of the parties hereto relating to the

subject matter hereof and supersedes all prior and collateral agreements, understanding, statements and negotiations of the parties. Each party acknowledges that no representations, inducements, promises or agreements, oral or written, with reference to the subject matter hereof have been made other than as expressly set forth herein.

**13. BINDING EFFECT:** This agreement shall be binding upon to the benefit of the successors and assignees of the parties.

**14. CORPORATE AUTHORITY:** Each party represents and warrants that the person signing below has all necessary authority to sign for and bind the party represented.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first written above.

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Mike Bleich  
Board Chairman  
Ford County Housing Authority

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Pat O'Shaughnessy  
Board Chairman  
Housing Authority of the City of Danville

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Jaclyn Vinson  
Executive Director  
Housing Authority of the City of Danville



## Attachment A

### Intergovernmental Agreement: Compensation

In exchange for providing Professional Management Services to the Ford County Housing Authority, HACD shall receive the following compensation:

- An overall management fee to the Housing Authority of the City of Danville's Central Office Cost Center (COCC) of \$400.00 per month, payable on the first day of each month which will cover costs associated with travel expenses and other direct expenses.
- The actual hourly salary rate of the person(s) providing the services times a factor of 1.5.
  - The factor will cover such costs as benefits, overhead, indirect costs and profit.
- The primary VHA staff associated with this Intergovernmental Agreement are as follows:
  - Executive Director
  - Deputy Director
  - Finance Manager
  - Housing Operations Director
- The maximum annual amount of compensation to be provided under this interagency management agreement shall not exceed \$50,000.00 annually which sum includes costs associated with actual costs of salary, benefits, overhead, direct costs and profit, travel expenses, and other direct expenses. The FCHA and HACD may convene quarterly financial review meetings during the term of this contract to ensure contract costs and the progress of the work is progressing as projected.
- A pro-rate monthly rate will be charged for the first and last month

of the Agreement. Additional services, not included in the scope of services of this agreement (such as development of new housing and/or sources of revenue for FCHA) will be billed, by HACD, separately at a rate mutually agreed upon by both parties.

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Mike Bleich  
Ford County Housing Authority  
Board Chairman

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Pat O'Shaughnessy  
Housing Authority City of Danville  
Board Chairman

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Jaclyn Vinson  
Executive Director  
Housing Authority of the City of Danville

**RESOLUTION NO. 2025-25**

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

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

**WHEREAS**, the Vermilion Housing Authority wishes to enter into an Intergovernmental Agreement with the Ford County Housing Authority for Vermilion Housing Authority to provide Professional Management services; and

**WHEREAS**, the Ford County Housing Authority will compensate the Housing Authority of the City of Danville for providing services as outlined in the attached documentation; and,

**WHEREAS**, the Housing Authority of the City of Danville has the capacity to provide the professional management services as outlined in the attached documentation; and

**WHEREAS**, the term of the agreement shall be for an initial term of one year; and,

**WHEREAS**, it is in the best interest of the Ford County Housing Authority to enter into the aforementioned agreement with the Housing Authority of the City of Danville.

**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. The attached Intergovernmental Agreement between the Housing Authority of the City of Danville and the Ford County Housing Authority is hereby approved and accepted.
- Section 3. The Executive Director is authorized and directed to sign and execute the attached Intergovernmental Agreement and make minor modifications as may be necessary or appropriate, so long as such modifications are substantially in compliance with the terms and conditions of the attached agreement.
- Section 4. This resolution shall take effect immediately upon its passage.
- Section 5. 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 6. 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 26th day of June, 2025.

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