

WCHA Regular Meeting Agenda

3/20/2023
3:30 p.m.
WCHA Community Room
410 E. Eureka Ave., Eureka, IL 61530

Please review and bring: Regular Board Packet

- ❖ Call to Order, Roll Call
- ❖ Motion to approve February 27, 2023 Regular Meeting Minutes
- ❖ Recognition of Guests/Audience Participation
- ❖ Committee Reports
 - Finance committee
 - Personnel committee
 - Visionary committee
- ❖ Executive Director's Report – Motion to approve Financial Reports & Review December 31, 2022 & January 31, 2023(Tabled)
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
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 -
- ❖ New Business
 - Discussion and possible approval of QSP 2023-01 Prairie Haven Landscaping Replacement (Resolution 2023-02)
 - Discussion and possible approval of QSP 2023-02 Walk Replacement Washburn (Resolution 2023-03)
 - Discussion and possible approval of QSP 2023-03 Walk Replacement Metamora (Resolution 2023-04)
 - Discussion and possible approval of QSP 2023-04 Driveway and Walk Replacement (Resolution 2023-05)
 - Discussion and possible approval of Admin. Fee Usage Policy Per PIH Notice 2022-18 (Resolution 2023-06)
 -
- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on April 17, 2023.

WOODFORD COUNTY HOUSING AUTHORITY MISSION STATEMENT

To serve and empower the citizens of Woodford County by providing adequate and affordable housing with proactive administration of programs to promote self-sufficiency and improve the quality of life.

**Woodford County Housing Authority
Regular Board Minutes**

Regular Board Meeting held at Eureka Community Room **March 20, 2023.**

Vice-Chairperson Boschulte called the meeting to order at 3:37 p.m.

Those present were: Chairperson, Tammy Prather (excused absence), Vice-Chairperson, Diana Boschulte; board members; Eric Pigman; Dale Greenhalgh; Laura Siscoe; Sue Knepp (excused absence); Erik Brewer; and Diane Gregoire, Executive Director.

Com. Brewer made a motion to approve Regular Meeting minutes from February 27, 2023, 2nd by Com. Pigman, motion carried.

Recognition of Guests/Audience Participation: no one in audience

Finance committee – nothing at this time

Personnel committee – nothing

Visionary committee – nothing

Director's Report

Financial Reports & Review: As we are waiting on the financials, they are tabled.

Vacancies – As of March 17, 2023, we have 0 in Eureka, 1 at South Haven and 0 at Prairie Haven, 0 at Prairieton, and 0 at Washburn.

Section 8 – Diane explains that for February we have 176 in payment and spent \$76,230 and the average payment was \$433, zero Hard to House families 80 elderly/disabled households with 1 portable.

HUD – Diane says they are encouraging more leasing and gave us information about disposition of assets.

Rural Development – We just had an MOR with a “Satisfactory” score and gave a few recommendations.

Maintenance – Super job by Kyle catching up on our work orders.

Evictions – None currently.

Resident Council Report – Com. Brewer indicated there have been no interactions.

Discussion and possible approval of QSP 2023-01 Prairie Haven Landscaping

Replacement (Resolution 2023-02)– There is discussion and the board approves the low bid of \$2835 by Lawnsapes. Com. Pigman makes a motion to approve as presented, 2nd Com. Greenhalgh, motion carried. (Brewer, Y; Pigman, Y; Greenhalgh, Y; Siscoe, Y)

Discussion and possible approval of QSP 2023-02 Walk Replacement Washburn

(Resolution 2023-03)– The bids are reviewed, Com. Siscoe makes a motion to approve the Walk Replacement Washburn to Lone Wolf Concrete for \$13,024 as presented, 2nd by Com. Brewer. (Brewer, Y; Pigman, Y; Greenhalgh, Y; Siscoe, Y)

Discussion and possible approval of QSP 2023-03 Walk Replacement Metamora (Resolution 2023-04) – The bids are reviewed and Com. Siscoe makes a motion to approve the lowest bidder, Lone Wolf Concrete for \$6144 as presented, 2nd by Com. Pigman, motion carried. (Brewer, Y; Pigman, Y; Greenhalgh, Y; Siscoe, Y)

Discussion and possible approval of QSP 2023-04 Driveway and Walk Replacement (Prairieton) (Resolution 2023-05) The bids are reviewed and Com. Pigman makes a motion to approve the lowest bidder Lone Wolf Concrete for \$9680 2nd by Com. Brewer, motion carried. (Brewer, Y; Pigman, Y; Greenhalgh, Y; Siscoe, Y)

Discussion and possible approval of Admin. Fee Usage Policy Per PIH Notice 2022-18 (Resolution 2023-06) – There is discussion about how the funds will be used. Com. Pigman makes a motion to approve the new procedure as presented 2nd by Com. Greenhalgh, motion carried.

Com. Greenhalgh makes a motion to adjourn 2nd by Com. Pigman, adjourned at 4:26 p.m.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Diana Boschulte
Vice-Chairperson