

WCHA Regular Meeting Agenda

4/17/2023

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 March 20, 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 Dec. 31, 2022 & January 31, 2023
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
 -
 -
- ❖ New Business
 - Discussion and possible approval of QSP 2023-05 Eureka South Lot Parking (Resolution 2023-07)
 -
- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on May 15, 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 **April 17, 2023.**

Vice-Chairperson Boschulte called the meeting to order at 3:39 p.m.

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

Com. Brewer made a motion to approve Regular Meeting minutes from March 20, 2023, 2nd by Com. Knepp, 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: Diane reviewed the financials for December 31, 2022 and January 31, 2023. For December we were over budget by \$22,938.65 Public Housing, over for Admin. Fees by \$10,948.86 and under for HAP by \$6,069, Prairie Haven was over \$1,882.51, Washburn was over \$428.78, for Prairieton under \$2,242, for Management over \$808.54. The fee accountant noted that for the year Low Rent was under budget by \$5,059.68, Prairie Haven was under budget by \$8,120.05, for Washburn \$9,561.75, for Prairieton \$11,851.16, Voucher Unrestricted balance \$228,850.93 and Restricted \$19,642.98, Management Fund \$70,995.66 balance. For January, 2023 Low Rent was over by \$11,318.12, Prairie Haven was under \$5,643.96, Voucher was under \$9,663.48 in Admin. Fee and under \$4,285.50 in HAP, Washburn was under \$3,436.14, Prairieton was under \$3,567.17 and Management Fund under \$1,797.79. Com. Pigman makes a motion to approve the financial statements as presented, 2nd by Com. Siscoe, motion carried.

Vacancies – As of April 14, 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 March we have 176 in payment and spent \$76,150 and the average payment was \$433, three Hard to House families 82 elderly/disabled households with 1 portable.

HUD – Diane says good call with HUD. They gave more advice and encouraged more leasing for vouchers.

Rural Development – We responded to the items that were listed on our MOR and we will have a REAC inspection at Prairie Haven on Monday.

Maintenance – Report still looks good.

Evictions – Possibly 3 coming up.

Resident Council Report – nothing to report

Discussion and possible approval of QSP 2023-05 Eureka South Lot Parking (Resolution 2023-07)– There is discussion and the board approves the low bid of \$15,348 and \$6,390 for grassy area by Lone Wolf Concrete. Com. Siscoe makes a motion to approve as presented, 2nd Com. Knepp, motion carried. (Siscoe, Y; Knepp, Y; Pigman, Y; Brewer, Y) motion carried.

Com. Siscoe makes a motion to adjourn 2nd by Com. Pigman, adjourned at 4:14 p.m.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Diana Boschulte
Vice-Chairperson