

WCHA Regular Meeting Agenda

05/17/2021

3:30 p.m.

WCHA Community Room

410 E. Eureka Ave., Eureka, IL 61530

Zoom Meeting ID 912 0803 6554

passcode 812576

Please review and bring: [Regular Board Packet](#)

- ❖ Call to Order, Roll Call
- ❖ Motion to approve April 19, 2021 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 March 31, 2021
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
 - Discussion of possible – Board Training - tabled
 - Update to Operating Reserve Litigation
- ❖ New Business
 - Discussion and possible approval of QSP 2021-03 Prairie Haven Gutters & Guards (Resolution 2021-04)
 - Discussion and possible approval of QSP 2021-04 Minonk Gutters Guards (Resolution 2021-05)
 - Discussion and possible approval of QSP 2021-05 Eureka Office & Garage Gutters (Resolution 2021-06)
 - Discussion and possible approval of Significant Amendment Statement Updated language (Resolution 2021-07)
 - Discussion and Resolution of 5 year and Annual plan as reviewed and approved on December 21, 2020 (Resolution2020-15)
- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on June 21, 2021.

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 **May 17, 2021.**

Chr. Prather (via phone) called the meeting to order at 3:43 p.m.

Those present were: Chairperson Tammy Prather (via phone); Vice-Chairperson Diana Boschulte; board members; Eric Pigman; Dale Greenhalgh; Donita Curtis (absent); Mark Vaughn; Laura Siscoe; and Diane Gregoire, Executive Director.

Com. Pigman made a motion to approve Regular Meeting minutes from April 19, 2021 and 2nd by Com. Siscoe, motion carried.

Recognition of Guests/Audience Participation: None and the meeting is open to the public via Zoom down for a period of time

Finance committee – nothing at this time

Personnel committee – nothing

Visionary committee – nothing new

Director's Report

Financial Reports & Review: As presented for March 31, 2021 Low Rent was over by \$2068.92 COVID (Low Rent) expenses were \$3150.97, we still have 2020 CFP has \$92,014, 2019 CFP Budget shows a variance that remains at \$20,482.34, HCV was under in Admin. Fees \$6028.10 and HAP over \$1103, COVID(HCV) \$3403.45, Prairie Haven under budget by \$4869.61, Washburn under by \$2022.10, Prairieton was under by \$2679.88 and Management Fund over by \$826.56. The board made mention that we are close to our budgeted figures. Com. Pigman, made a motion to approve the financials as presented, 2nd by ViceChr. Boschulte, motion carried.

Vacancies – As of May 12, 2021, we have 3 at Pleasant Valley (now 2) and 1 at Prairie Haven. There is discussion on times to rehab and waiting lists for those units.

Section 8 – Diane explains that for April we had 197 in payment and spent \$84,816 and the average payment was \$431, zero Hard to House families 89 elderly/disabled households with 1 portable.

HUD – Wanting us to do a “strong family’s event”. Com. Pigman states that he could do a talk on banking and retirement.

Rural Development – Sent everything they needed

Maintenance – Still a pretty good, only one page

Evictions – None currently

Resident Council Report – Com. Vaughn says there is some concern about speeding cars coming in behind office in Eureka.

Discussion and possible board training – tabled at this time.

Update on Operating Reserve Litigation – nothing at this time.

Discussion and possible approval of QSP 2021-03 Prairie Haven Gutters & Guards (Resolution 2021-04) – There is discussion of the bids. Com. Greenhalgh makes a motion to approve Resolution 2021-04 for Peoria Gutter Masters \$15,700 as presented, 2nd by Com. Siscoe, (Boschulte, Y; Siscoe, Y; Greenhalgh, Y; Pigman, Y; Vaughn, Y; Com. Curtis, absent) motion carried.

Discussion and possible approval of QSP 2021-04 Minonk Gutter Guards (Resolution 2021-05) – There is discussion of the bids. Com. Siscoe makes a motion to approve Resolution 2021-05 for Peoria Gutter Masters \$7300 as presented 2nd by ViceChr. Boschulte (Pigman, Y; Greenhalgh, Y; Siscoe, Y; Boschulte, Y; Vaughn, Y) Com. Curtis, absent motion carried.

Discussion and possible approval of QSP 2021-05 Eureka Office and Garage Gutters (Resolution 2021-06) – There is discussion of the bids. ViceChr. Boschulte makes a motion to approve Resolution 2021-06 for Peoria Gutter Masters \$1950 as presented 2nd by Com. Greenhalgh (Siscoe, Y; Greenhalgh, Y; Boschulte, Y; Pigman, Y; Vaughn, Y) Com. Curtis, absent motion carried.

Discussion and possible approval of Significant Amendment Statement Updated Language (Resolution 2021-07) – Diane hands out the updated Statement which contains the new required language per HUD. Com. Pigman makes a motion to approve the Resolution 2021-07 as presented and attached, 2nd by Com. Greenhalgh, (Siscoe, Y; Vaughn, Y; Pigman, Y; Greenhalgh, Y), motion carried.

Discussion and approval of 5 year and Annual plan as reviewed and approved on December 21, 2020 (Resolution 2020-15) Com. Pigman makes that motion and 2nd by Com. Greenhalgh (Boschulte, Y; Siscoe, Y; Pigman, Y; Greenhalgh, Y; Vaughn, Y), motion carried.

ViceChr. Boschulte makes a motion to adjourn 2nd by Com. Vaughn, meeting adjourned at 4:40 p.m.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Tammy Prather
Chairperson