

WCHA Regular Meeting Agenda

10/16/2023

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 September 18, 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 as of July 31, 2023 and Aug. 31, 2023
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
 - Discussion of HUD Notification
 - Discussion of FY 2022 Audit
 -
- ❖ New Business
 - Discussion and possible approval of Prairieton Deck Bids (Resolution 2023-12)
 - Discussion and possible approval of Foundation Repair Bid (Resolution 2023-13)
 - Discussion and possible approval of Updated Maintenance Charge List (Resolution 2023-14)
 - Discussion and possible approval of PHA Operating Budget (Resolution 2023-15)
- ❖ Executive Session – Pursuant to 2C(1) of the Open Meetings Act – Litigation
- ❖ Move back to Regular Meeting
- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on November 20, 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 **October 16, 2023.**

Chairperson Prather called the meeting to order at 3:33 p.m.

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

Com. Pigman made a motion to approve Regular Meeting minutes from September 18, 2023, 2nd by ViceChr. Boschulte, motion carried.

Recognition of Guests/Audience Participation: Brandon Lobberecht

Finance committee – nothing at this time

Personnel committee – Evaluation of E.D. 3 pm before next meeting

Visionary committee – nothing new

Director’s Report

Financial Reports & Review For July 31, 2023 we were over budget by \$5221.42 Public Housing, CFP grants are reviewed, under for Admin. Fees by \$5730.20 and over for HAP by \$230, Prairie Haven was under \$5367, Washburn was under \$563.81, for Prairieton under \$183.39, for Management under \$410.94. For August 31, 2023 we were over budget by \$6528.59 Public Housing, CFP grants are reviewed, over for Admin. Fees by \$1089.25 and over for HAP by \$551, Prairie Haven was under \$5262.61, Washburn was under \$877.64, for Prairieton under \$1852.20, for Management over \$217.16. Com. Knepp makes a motion to approve the financial statements as presented, 2nd by Com. Pigman, motion carried.

Vacancies – As of October 13, 2023, we have 2 at Pleasant Valley.

Section 8 – Diane explains that for September we have 159 in payment and spent \$79,666 and the average payment was \$501, zero Hard to House family 76 elderly/disabled households with 1 portable to Chicago.

HUD – Diane says they reminded her that we needed to submit our annual plan and it was done.

Rural Development – We were to submit our budgets to receive rent increase. We submitted Washburn but haven’t received approval.

Maintenance – Report looks great! We are having annual inspections done by USIG to help us out and give us guidance on the new NSPIRE regulations.

Evictions – Still pending on one.

Resident Council Report – nothing to report

Discussion of HUD Notification – tabled

Discussion of FY2022 Audit. – It was good, no findings and they should all have their copies.

Discussion of and possible approval of Prairieton Deck Bids (Resolution 2023-12) – There is discussion, and they are reviewed. Com. Siscoe makes a motion to approve Resolution 2023-12 as presented, 2nd by Com. Brewer, motion carried. (Pigman, Y; Greenhalgh, Y; Brewer, Y; Knepp, Y; Boschulte, Y; Siscoe, Y)

Discussion of and possible approval of Foundation Repair Bid (Resolution 2023-13) There is discussion, bid is accepted. Com. Brewer makes a motion to approve the Resolution 2023-13 as presented Arch Masonry Construction for \$5200 and sealer for \$350, 2nd by Com. Pigman, motion carried. (Brewer, Y; Siscoe, Y; Greenhalgh, Y; Knepp, Y; Pigman, Y; Boschulte, Y)

Discussion of and possible approval of Maintenance Charge List (Resolution 2023-14) – Diane reviews the changes to the charge list. Com. Siscoe makes a motion to approve the New Maintenance Charge List as presented, 2nd by ViceChr. Boschulte, motion carried (Boschulte, Y; Pigman, Y; Knepp, Y; Greenhalgh, Y; Siscoe, Y; Brewer, Y).

Discussion and possible approval of PHA Operating Budget is tabled at this time.

ViceChr. Boschulte makes a motion to go into Executive Session, 2nd by Com. Brewer, at 4:09 p.m.

Com. Pigman makes a motion to move back to regular session at 5:10 p.m., 2nd by Com. Greenhalgh.

Com. Pigman makes a motion to adjourn the meeting at 5:10 p.m. 2nd by ViceChr. Boschulte, motion carried.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Tammy Prather
Chairperson