

**PCHA Board Meeting December 2024**  
**Agenda**

**Date: 12/19/2024**

**Time: 4:00pm**

Join Zoom Meeting

<https://us06web.zoom.us/j/84320229053?pwd=UlpoUVlqdlhPdHdqFR2OUZEZ1dGZz09>

Meeting ID: 843 2022 9053

Passcode: 8675309

One tap mobile

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Dial by your location

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+1 309 205 3325 US

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 646 876 9923 US (New York)

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

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Visitors (10 Minute Limit)

**Action Item: Allow Public Comment Time (10 Minutes Maximum per Person)**

Minutes Review

1. November 2024 Minutes (11/21/2024)

## Occupancy Reports

1. Big River Pest Control FY 2025 Schedule
2. December 2024 Newsletter
3. Marketing & Metrics
4. Past Dues 11/30/2024
5. HUD 30-Day Eviction Notice Rule
6. HUD Monthly OAP Update 12/12/2024

## Financial Reports

1. HUD Maintenance Wage Rates FY 2024 - 2025
2. Check Registers 11/30/2024
3. Financial Statement 11/30/2024
4. Credit Card Statement 11/26/2024
5. Hawkins Ash July 2024 Financial Statements
6. Hawkins Ash August 2024 Financial Statements
7. Hawkins Ash September 2024 Financial Statements
8. Hawkins Ash October 2024 Financial Statements

**Action Item: Approve Consent Agenda – Minutes, Occupancy Reports, Financial Reports**

## Executive Director Report

### Old Business

1. Operating Subsidy FY 2024
2. Capital Fund Program FY 2023
3. IL EPA NPDES Permit Renewal
4. HUD LBP Information Request 11/15/2024
5. Utility Allowance FY 2025
  - **Action Item: Accept Johnson Controls prepared Utility Allowances as final for FY 2025 by resolution**
6. Flat Rents FY 2025
  - **Action Item: Approve HUD Fair Market Rent based Flat Rents as final for FY 2025 by resolution**
7. Pitney Bowes Postage Meter Renewal FY 2025 - 2028

### New Business

1. Inventory & Leased Inventory FYE 12/31/2024
  - **Action Item: Approve Inventory & Leased Inventory for FYE 12/31/2024 by resolution**
2. TAR Write-Offs FYE 12/31/2024
  - **Action Item: Approve TAR Write-Offs for FYE 12/31/2024 by resolution**
3. Operating Budget Revision FYE 12/31/2024

- **Action Item: Approve Operating Budget Revision for FYE 12/31/2024 by resolution**
- 4. Operating Budget FYE 12/31/2025
  - **Action Item: Approve Operating Budget for FYE 12/31/2025 by resolution**
- 5. By-Laws Review December 2024
  - **Action Item: Review By-Laws for any changes and decide whether to keep closed session minutes closed by resolution**
- 6. Bonus Proposal FY 2025
  - **Action Item: Review and discuss employee compensation recommendation and approve any change by resolution**
- 7. EIV Annual Training FY 2024 – 2025
- 8. IES Annual Training FY 2024 – 2025
- 9. Cyber Awareness Annual Training FY 2025

Closed Session

- **Action Item: Enter Closed Session (If Necessary)**

Adjournment

- **Action Item: Adjourn Board Meeting**



Pike County  
Housing Authority