

CITY OF DODGEVILLE HOUSING AUTHORITY

Monthly Regular Board Meeting
100 E. Fountain Street
Dodgeville, WI

November 10, 2021 10:00 a.m.

In Person & Virtual Meeting option

Join Zoom Meeting

<https://us06web.zoom.us/j/4335923538>

Meeting ID: 433 592 3538

- Certification of Public Notice and Approval of Agenda
- Approval of Minutes from October 10, 2021
- Financials
 - ✓ October 2021
- Program updates
 - ✓ Status of program
- Other Business
 - ✓ CARES Act Funding – Covid Kits ROUND 2
 - ✓ 2022 Payment Standards
 - ✓ Other items
- Next meetings? December 8, 2021
- Motion to Adjourn.

Dodgeville Housing Authority (DHA) Minutes, October 20, 2021

Present in person: Commissioners Jeff Grayson, Tom DeVoss, John Ziehr, Patricia Rock and Jeff Thomas. Present via Zoom: Commissioners Gretta Stilson and Terry Edwards. Representing Allegiant Property Management via Zoom: Cindy Knutson.

Chairman Edwards called the meeting to order at 10:00 a.m. Tom DeVoss made the motion, Jeff Grayson second, to approve the Certification of Public Notice and Agenda. Motion passed unanimously.

Terry Edwards presented the minutes from the September 16, 2021 meeting. John Ziehr made the motion, Jeff Thomas second, to approve the minutes as presented. Motion passed unanimously.

Cindy Knutson presented the financial report for September, 2021. Tom DeVoss made the motion, John Ziehr second, to accept the report with the following provisions: 1. Cindy should verify the HUD Held Reserve total is correct. 2. The slight discrepancy in the WRRP starting balance from August should be corrected. Motion passed unanimously.

The following was reviewed under New Business:

- Cindy Knutson provided the Section 8 program update. DHA currently has 53 lease-ups, down two from the time of review at last month's board meeting. Five clients currently have vouchers and are looking for units. There are 23 clients on the waiting list.
- Cindy reviewed with the board information which can be obtained online from the Housing Choice Voucher Dashboard. Among other information, we can compare the performance of our housing authority to other housing authorities of similar size. Cindy will send the link to the commissioners.

The following was reviewed under Old Business:

- The new City of Dodgeville website is live. Potential clients should be able to easily navigate to find information and contact the DHA. Jeff Grayson is to be thanked for his work on this project.
- Work is in process for distributing the second round of COVID kits with a goal of completing this project by the end of November. Commissioners Grayson and Rock will work together to decide the best items to put into the kits.
- Jeff Grayson is still attempting to connect with Wally Orzechowski of Southwestern Wisconsin Community Action Program for possible assistance with re-lending WRRP funds to landlords for apartment improvements.
- "Administrative Plan Update" will be added to items for quarterly review in April of each year.
- "2022 Payment Standards" was tabled until the November meeting.
- Jeff Grayson and Cindy Knutson reported that all five tax identification number discrepancies with landlord names reported by the IRS have been corrected.

The next meeting of DHA will be held Wednesday, November 10, 2021 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, Tom DeVoss made the motion, Gretta Stilson second, to adjourn the meeting at 10:57 a.m. Motion passed unanimously.

Respectfully submitted,

Terry Edwards, Acting Secretary

Dodgeville Housing Authority
Balance Sheet
As of October 31, 2021

	Oct 31, 21
ASSETS	
Current Assets	
Checking/Savings	
Cash - Merchants	
1120.04 · Cash - Unrestricted	17,517.08
1120.05 · Cash - Restricted	8,505.04
1120.06 · Cash - Restricted CARES	3,892.96
Total Cash - Merchants	29,915.08
Reserve - HUD Held Reserve	
1190.00 · Cash - HUD Held Reserve	43,178.00
Total Reserve - HUD Held Reserve	43,178.00
Total Checking/Savings	73,093.08
Total Current Assets	73,093.08
Other Assets	
WRRP Grant Project	
WRRP - BMO Money Market	51,547.10
WRRP - Fund Balance	-51,517.23
WRRP - Revenue - Interest	-29.87
Total WRRP Grant Project	0.00
Total Other Assets	0.00
TOTAL ASSETS	73,093.08
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	
2111.00 · A/P - Vendors & Contractors	1,955.20
Total Accounts Payable	1,955.20
Total Accounts Payable	1,955.20
Total Current Liabilities	1,955.20
Total Liabilities	1,955.20
Equity	
HUD Held Reserve - EQUITY	43,178.00
Retained Earnings	25,059.55
Net Income	2,900.33
Total Equity	71,137.88
TOTAL LIABILITIES & EQUITY	73,093.08

Dodgeville Housing Authority
Profit & Loss YTD Comparison
 October 2021

	Oct 21	Jan - Oct 21
Ordinary Income/Expense		
Income		
Operating Revenue		
3410.00 · Revenue - HUD Grants	23,335.00	228,476.00
3410.01 · Revenue - HUD Admin	2,444.00	26,020.00
Total Operating Revenue	25,779.00	254,496.00
Total Income	25,779.00	254,496.00
Gross Profit	25,779.00	254,496.00
Expense		
Administration		
4190.01 · Office Expense	0.00	44.55
4195.00 · Management Fees	1,955.20	20,473.42
4395.00 · Membership Fees	0.00	70.00
Total Administration	1,955.20	20,587.97
Cares Covid 19		
4205 · Covid 19 Kits	0.00	4,853.80
4206 · Covid - Technology	0.00	2,171.57
Total Cares Covid 19	0.00	7,025.37
HAP		
4715.01 · HAP Occupied Units	19,502.00	204,102.00
4715.04 · HAP Utility	201.00	5,207.00
Total HAP	19,703.00	209,309.00
HAP - Port outs		
4715.06 · HAP Portable Initial PHA	0.00	14,297.00
4715.07 · Port Out - Admin Fees	0.00	376.33
Total HAP - Port outs	0.00	14,673.33
Total Expense	21,658.20	251,595.67
Net Ordinary Income	4,120.80	2,900.33
Net Income	<u>4,120.80</u>	<u>2,900.33</u>