

CITY OF DODGEVILLE HOUSING AUTHORITY

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

June 8, 2022, 10:00 a.m.

In Person Meeting – Dodgeville City Hall
& Virtual

Join Zoom Meeting

<https://us06web.zoom.us/j/87173679351>

Meeting ID 871 7367 9351

Passcode: Dodgeville

- Certification of Public Notice and Approval of Agenda
- Approval of Minutes from May 11, 2022
- Financials
 - ✓ May 2022
- Program updates
 - ✓ Status of program
- Other Business
 - ✓ Note: September meeting date – Chambers not available
- Next meetings? July 13, 2022
- Motion to Adjourn.

Dodgeville Housing Authority (DHA) Minutes, May 11, 2022

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

Chairman Edwards called the meeting to order at 10:09 a.m. John Ziehr made the motion, Gretta Stilson second, to approve the Certification of Public Notice and Agenda. Motion passed unanimously. Terry Edwards presented the minutes from the April 20, 2022 meeting. Gretta Stilson made the motion, John Ziehr second, to approved the minutes as presented. Motion passed unanimously.

Cindy Knutson presented the financial report for April, 2022. Gretta Stilson made the motion, Jeff Thomas second, to approve the financials as presented. Motion passed unanimously.

The following was reviewed under New Business:

- Cindy Knutson provided the Housing Choice Voucher program update. DHA currently has 57 lease-ups, the same total as last month's meeting. There are eight potential clients on the waiting list and six clients with vouchers.
- It was noted that the Dodgeville City Council chambers will not be available for our scheduled DHA meeting in September and we may have to re-schedule or meet remotely.

The following was reviewed under Old Business:

- Jeff Grayson will report on his progress on discussions with Southwestern Wisconsin Community Action Program concerning leasing units in the organization's duplex to Housing Choice Voucher program clients.

The next meeting of DHA will be held Wednesday, June 8, 2022 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, John Ziehr made the motion, Gretta Stilson second, to adjourn the meeting at 10:18 a.m. Motion passed unanimously.

Respectfully submitted,

Terry Edwards, Acting Secretary

Dodgeville Housing Authority
Balance Sheet
As of May 31, 2022

	May 31, 22
ASSETS	
Current Assets	
Checking/Savings	
Cash - Merchants	
1120.04 · Cash - Unrestricted	23,428.53
1120.05 · Cash - Restricted	2,891.92
Total Cash - Merchants	26,320.45
Total Checking/Savings	26,320.45
Total Current Assets	26,320.45
Other Assets	
WRRP Grant Project	
WRRP - BMO Money Market	51,557.01
WRRP - Expenses Bank Fees	5.00
WRRP - Fund Balance	-51,551.41
WRRP - Revenue - Interest	-10.60
Total WRRP Grant Project	0.00
Total Other Assets	0.00
TOTAL ASSETS	26,320.45
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	
2111.00 · A/P - Vendors & Contractors	3,734.46
Total Accounts Payable	3,734.46
Total Accounts Payable	3,734.46
Total Current Liabilities	3,734.46
Total Liabilities	3,734.46
Equity	
Retained Earnings	21,081.19
Net Income	1,504.80
Total Equity	22,585.99
TOTAL LIABILITIES & EQUITY	26,320.45

Dodgeville Housing Authority
Profit & Loss YTD Comparison
May 2022

	May 22	Jan - May 22
Ordinary Income/Expense		
Income		
Operating Revenue		
3410.00 · Revenue - HUD Grants	22,051.00	109,799.00
3410.01 · Revenue - HUD Admin	4,722.00	16,974.00
Total Operating Revenue	26,773.00	126,773.00
Total Income	26,773.00	126,773.00
Gross Profit	26,773.00	126,773.00
Expense		
Administration		
4195.00 · Management Fees	3,734.46	13,363.50
4395.00 · Membership Fees	0.00	70.00
Total Administration	3,734.46	13,433.50
General Expenses		
4590.00 · Other General Expenses	0.00	350.00
Total General Expenses	0.00	350.00
HAP		
4715.01 · HAP Occupied Units	21,373.00	103,045.00
4715.04 · HAP Utility	279.00	1,495.00
Total HAP	21,652.00	104,540.00
HAP - Port outs		
4715.06 · HAP Portable Initial PHA	1,358.00	6,729.00
4715.07 · Port Out - Admin Fees	43.14	215.70
Total HAP - Port outs	1,401.14	6,944.70
Total Expense	26,787.60	125,268.20
Net Ordinary Income	-14.60	1,504.80
Net Income	-14.60	1,504.80

Month	VMS Unit Counts*	Wait List	Briefings Scheduled in CM	Issued not Leased	Notes
January, 2022	57	11	0	6	1 additional, but we are waiting on a document to officially count. 1 individual was removed in February.
February, 2022	55	11	5	11	3 Recertifications - Waiting on Paperwork from Tenants 6 New Vouchers issued in February, 5 New Vouchers issued in February 2022
March, 2022	55	6	5	9	1 added in April 2 Recertifications - Waiting on Paperwork (1 possible port out) 2 should be leased up by 4/1 1 added in April
April, 2022	57	4	5	6	3 issued in April (not leased up)
May, 2022	57	8	5/27/2022	6	TOTAL for YTD - 10 issued (3 expired, 1 leased, 6 issued but not leased up)
June, 2022	57	2	none	7	3 issued at May 27 briefing

*VMS Unit Counts may change as new information is provided.

EXAMPLES

- Paper work not received until after cut off
- Voucher holder moves out and we are not notified until after the fact
- Portout tenants - information not received from other Housing agency.