

CITY OF DODGEVILLE HOUSING AUTHORITY

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

December 14, 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 November 10, 2022
- Financials
 - ✓ November 2022
- Program updates
 - ✓ Status of program
- Other Business
 - ✓ Landlord Loan Letter WRRP Funds
 - ✓ Property Update

Next meetings?

- ✓ January 11, 2023
- Motion to Adjourn.

Dodgeville Housing Authority (DHA) Minutes, November 10, 2022

Present at Dodgeville City Hall: Commissioners Terry Edwards, Jeff Grayson, Jeff Thomas, John Ziehr, Patricia Rock and Tom DeVoss. Present via Zoom: Representing Allegiant Property Management, Cindy Knutson. Excused: Commissioner Gretta Stilson.

Chairman Edwards called the meeting to order at 10:09 a.m. Jeff Thomas made the motion, Patricia Rock second, to approve the Certification of Public Notice and Agenda. Motion passed unanimously. Terry Edwards presented the minutes from the October 12, 2022 meeting. John Ziehr made the motion, Tom DeVoss second, to approve the minutes as presented with the following correction: The next meeting of DHA will be held Thursday, November 10 instead of Wednesday, November 9. Motion passed unanimously.

Cindy Knutson presented the financial report for October, 2022. Jeff Thomas made the motion, Tom DeVoss 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 55 lease-ups, up three from the total at last month's meeting. There are 12 potential clients on the waiting list and two clients with vouchers.

The following was reviewed under Old Business:

- Cindy reported that all incorrect landlord TIN numbers with the Internal Revenue Service have been resolved.
- The commissioners reviewed a draft letter to be sent to landlords to gauge interest in a potential low to no-interest loan program for unit repairs or improvements. Allegiant will send out the letter to landlords of our clients as soon as possible. Any responses will be reported to the commissioners at the December meeting. Cindy will send a list of landlords participating with DHA to the commissioners.
- Commissioner Rock allowed the commissioners to review a letter sent to her landlord detailing improvements to be made to her unit after a home inspection. The landlord has 30 days to make the improvements to continue to participate in the Section 8 Program. An update will be provided at our December meeting.

The next meeting of DHA will be held Wednesday, December 14 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, John Ziehr made the motion, Patricia Rock second, to adjourn the meeting at 10:48 a.m. Motion passed unanimously.

Respectfully submitted,

Terry Edwards, Acting Secretary

Dodgeville Housing Authority

Balance Sheet

12/01/22

As of November 30, 2022

Accrual Basis

	<u>Nov 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash - Merchants	
1120.04 · Cash - Unrestricted	26,521.57
1120.05 · Cash - Restricted	1,396.08
Total Cash - Merchants	<u>27,917.65</u>
Total Checking/Savings	<u>27,917.65</u>
Total Current Assets	27,917.65
Other Assets	
WRRP Grant Project	
WRRP - BMO Money Market	51,570.01
WRRP - Expenses Bank Fees	5.00
WRRP - Fund Balance	-51,551.41
WRRP - Revenue - Interest	-23.60
Total WRRP Grant Project	<u>0.00</u>
Total Other Assets	<u>0.00</u>
TOTAL ASSETS	<u><u>27,917.65</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	
2111.00 · A/P - Vendors & Contractors	2,464.06
Total Accounts Payable	<u>2,464.06</u>
Total Accounts Payable	<u>2,464.06</u>
Total Current Liabilities	<u>2,464.06</u>
Total Liabilities	2,464.06
Equity	
Retained Earnings	21,081.19
Net Income	4,372.40
Total Equity	<u>25,453.59</u>
TOTAL LIABILITIES & EQUITY	<u><u>27,917.65</u></u>

Dodgeville Housing Authority
Profit & Loss YTD Comparison
November 2022

	Nov 22	Jan - Nov 22
Ordinary Income/Expense		
Income		
Operating Revenue		
3410.00 · Revenue - HUD Grants	25,480.00	253,761.00
3410.01 · Revenue - HUD Admin	3,134.00	37,497.00
Total Operating Revenue	<u>28,614.00</u>	<u>291,258.00</u>
Total Income	<u>28,614.00</u>	<u>291,258.00</u>
Gross Profit	28,614.00	291,258.00
Expense		
Administration		
4195.00 · Management Fees	2,464.06	29,523.06
4395.00 · Membership Fees	0.00	70.00
Total Administration	<u>2,464.06</u>	<u>29,593.06</u>
General Expenses		
4590.00 · Other General Expenses	0.00	350.00
Total General Expenses	0.00	350.00
HAP		
4715.01 · HAP Occupied Units	26,269.00	238,840.00
4715.04 · HAP Utility	496.00	2,751.00
Total HAP	<u>26,765.00</u>	<u>241,591.00</u>
HAP - Port outs		
4715.06 · HAP Portable Initial PHA	1,358.00	14,877.00
4715.07 · Port Out - Admin Fees	43.14	474.54
Total HAP - Port outs	<u>1,401.14</u>	<u>15,351.54</u>
Total Expense	<u>30,630.20</u>	<u>286,885.60</u>
Net Ordinary Income	<u>-2,016.20</u>	<u>4,372.40</u>
Net Income	<u><u>-2,016.20</u></u>	<u><u>4,372.40</u></u>