

# CITY OF DODGEVILLE HOUSING AUTHORITY

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

January 11, 2023, 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 December 14, 2022
- Financials
  - ✓ December 2022
- Program updates
  - ✓ Status of program
- Other Business
  - ✓ Landlord Loan Letter WRRP Funds

Next meetings?

- ✓ February 8, 2023
- Motion to Adjourn.

## **Dodgeville Housing Authority (DHA) Minutes, December 14, 2022**

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

Chairman Edwards called the meeting to order at 10:02 a.m. Tom DeVoss made the motion, Jeff Thomas second, to approve the Certification of Public Notice and Agenda. Motion passed unanimously. Terry Edwards presented the minutes from the November 10, 2022 meeting. Jeff Grayson made the motion, Gretta Stilson second, to approve the minutes as presented. Motion passed unanimously.

Cindy Knutson presented the financial report for November, 2022. Jeff Grayson made the motion, Patricia Rock 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, the same as the total at last month's meeting. There are 7 potential clients on the waiting list and two clients with vouchers. Six virtual briefings for vouchers are scheduled in December. Our goal at this time is to issue three vouchers each month.
- Commissioner Rock noted that Dodgeville Mayor Todd Novak received an award from the Wisconsin Builder's Association for helping to reduce the cost of housing for Wisconsin families. Chairman Edwards will congratulate the mayor on behalf of the board and ask Mayor Novak the specifics of his work that enabled him to receive the award. Chairman Edwards will report back to the board at the January meeting.
- Cindy will verify that the United States Department of Commerce census survey is completed by December 20.
- The commissioners discussed a Wisconsin State Journal article from December third that highlighted the shortage of affordable housing in the Janesville area. There are 400 people on the waiting list for vouchers in Janesville.

The following was reviewed under Old Business:

- Cindy verified that all incorrect landlord TIN numbers with the Internal Revenue Service have been resolved, even though the IRS sent an additional letter concerning the issue to DHA.
- The letter to be sent to landlords to gauge interest in a potential low to no-interest loan program for unit repairs or improvements will be sent out following the holidays.
- Chairman Edwards expressed his concern that our money market may be approaching dormant status because of lack of activity. Commissioner Grayson will address this issue with BMO Harris Bank and report to the board at the January meeting. We hope to begin more active use of this account with the proposed landlord loan program.

The next meeting of DHA will be held Wednesday, January 11, 2023 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, Jeff Grayson made the motion, Tom DeVoss second, to adjourn the meeting at 10:29 a.m. Motion passed unanimously.

Respectfully submitted,

Terry Edwards, Acting Secretary

## Dodgeville Housing Authority

## Balance Sheet

01/03/23

As of December 31, 2022

Accrual Basis

	<u>Dec 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Cash - Merchants</b>	
1120.04 · Cash - Unrestricted	28,230.51
1120.05 · Cash - Restricted	2,684.08
<b>Total Cash - Merchants</b>	<u>30,914.59</u>
<b>Total Checking/Savings</b>	<u>30,914.59</u>
<b>Total Current Assets</b>	30,914.59
<b>Other Assets</b>	
<b>WRRP Grant Project</b>	
WRRP - BMO Money Market	51,594.90
WRRP - Expenses Bank Fees	5.00
WRRP - Fund Balance	-51,551.41
WRRP - Revenue - Interest	-48.49
<b>Total WRRP Grant Project</b>	<u>0.00</u>
<b>Total Other Assets</b>	<u>0.00</u>
<b>TOTAL ASSETS</b>	<b><u><u>30,914.59</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	
2111.00 · A/P - Vendors & Contractors	2,507.20
<b>Total Accounts Payable</b>	<u>2,507.20</u>
<b>Total Accounts Payable</b>	<u>2,507.20</u>
<b>Total Current Liabilities</b>	<u>2,507.20</u>
<b>Total Liabilities</b>	2,507.20
<b>Equity</b>	
Retained Earnings	21,081.19
Net Income	7,326.20
<b>Total Equity</b>	<u>28,407.39</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>30,914.59</u></u></b>

**Dodgeville Housing Authority**  
**Profit & Loss YTD Comparison**  
**December 2022**

	Dec 22	Jan - Dec 22
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Operating Revenue</b>		
3410.00 · Revenue - HUD Grants	24,895.00	278,656.00
3410.01 · Revenue - HUD Admin	4,173.00	41,670.00
<b>Total Operating Revenue</b>	29,068.00	320,326.00
<b>Total Income</b>	29,068.00	320,326.00
<b>Gross Profit</b>	29,068.00	320,326.00
<b>Expense</b>		
<b>Administration</b>		
4195.00 · Management Fees	2,507.20	32,030.26
4395.00 · Membership Fees	0.00	70.00
<b>Total Administration</b>	2,507.20	32,100.26
<b>General Expenses</b>		
4590.00 · Other General Expenses	0.00	350.00
<b>Total General Expenses</b>	0.00	350.00
<b>HAP</b>		
4715.01 · HAP Occupied Units	23,329.00	262,169.00
4715.04 · HAP Utility	278.00	3,029.00
<b>Total HAP</b>	23,607.00	265,198.00
<b>HAP - Port outs</b>		
4715.06 · HAP Portable Initial PHA	0.00	14,877.00
4715.07 · Port Out - Admin Fees	0.00	474.54
<b>Total HAP - Port outs</b>	0.00	15,351.54
<b>Total Expense</b>	26,114.20	312,999.80
<b>Net Ordinary Income</b>	2,953.80	7,326.20
<b>Net Income</b>	<b>2,953.80</b>	<b>7,326.20</b>