

CITY OF DODGEVILLE HOUSING AUTHORITY

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

October 9, 2024, 10:00 a.m.
In Person Meeting – Dodgeville City Hall
& Virtual

Join Zoom Meeting

Meeting ID 871 7367 9351
Passcode: Dodgeville

- Certification of Public Notice and Approval of Agenda
- Approval of Minutes from September 11, 2024
- Financials
 - ✓ September
- Program updates
 - ✓ Status of program
 - ✓ PIC Monitoring (issue with Report)
- Other Business
 - ✓ WRRP Landlord Grant update
 - ✓ Section 8 Management Assessment Program (SEMAP)
Working with HUD on Date of next SEMAP
 - ✓ NSPIRE – New Inspection protocol – HUD does not have a final date on when it will be implemented
 - ✓ Fund usage, per our last TYT 8/19/24 – We are not in shortfall and are still issuing
 - ✓ WAHA Meeting Update
- Next meeting
 - ✓ Scheduled - November 13, 2024
- Motion to Adjourn.

Dodgeville Housing Authority (DHA) Minutes, September 11, 2024

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

Chairman Edwards called the meeting to order at 10:09 a.m. Tom DeVoss 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 August 14, 2024 meeting. Tom DeVoss made the motion, Mary Pipal second, to approve the minutes as presented. Motion passed unanimously. Cindy Knutson presented the financial report for August, 2024. Mary Pipal made the motion, Tom DeVoss second, to approve the financial report as presented. Motion passed unanimously.

Program Updates:

- Cindy Knutson provided the Housing Choice Voucher program update. DHA currently has 56 lease-ups, the same as the amount reported at the time of last month's review. There are three potential clients on the waiting list with an additional five vouchers issued but not yet leased.
- Cindy reported that the most recent PIC monitoring rating was 101.82. All recertifications are in the system and DHA is in full compliance.

The following was reviewed under New Business:

- Chairman Edwards asked Cindy about the following items from the recent state-wide HUD conference call: 1. What is the NSPIRE program? 2. Can it be verified that DHA did not have to do a SEMAP submission prior to August 30, 2024? 3. Is the HUD-VASH program something DHA could pursue? Cindy will respond to these questions at the October DHA meeting.

The following was reviewed under Old Business:

- Chairman Edwards has composed a letter to be sent to landlords to remind them of our matching grant program. Cindy will make sure this letter is sent prior to the next meeting.
- Mary Pipal made the motion, Tom DeVoss second, that Jeff Grayson be removed as a signer from our accounts at Merchants Bank, and that Terry Edwards, John Ziehr and Jeff Thomas be the new authorized signers for any accounts at Merchants bank for the Dodgeville Housing Authority. Motion passed unanimously.
- Chairman Edwards asked Cindy to attempt to get copies of the Board training packet for the commissioners from the upcoming WAHA conference.
- An update of the WRRP Landlord Grant program was tabled.

The next meeting of DHA will be held Wednesday, October 9, 2024 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, Patricia Rock made the motion, Mary Pipal second, to adjourn the meeting at 10:35 a.m. Motion passed unanimously.

Respectfully submitted,
Terry Edwards, Acting Secretary

Dodgeville Housing Authority

Balance Sheet

As of September 30, 2024

	<u>Sep 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash - Merchants	
1120.04 · Cash - Unrestricted	38,069.98
1120.05 · Cash - Restricted	5,947.64
Total Cash - Merchants	<u>44,017.62</u>
Total Checking/Savings	<u>44,017.62</u>
Total Current Assets	44,017.62
Other Assets	
WRRP Grant Project	
WRRP - BMO CD x6594	10,245.57
WRRP - BMO CD x8063	25,332.25
WRRP - BMO Money Market	21,522.89
WRRP - Fund Balance	-55,336.23
WRRP - Revenue - Interest	-1,764.48
Total WRRP Grant Project	<u>0.00</u>
Total Other Assets	<u>0.00</u>
TOTAL ASSETS	<u>44,017.62</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	
2111.00 · A/P - Vendors & Contract...	2,738.40
Total Accounts Payable	<u>2,738.40</u>
Total Accounts Payable	<u>2,738.40</u>
Total Current Liabilities	<u>2,738.40</u>
Total Liabilities	2,738.40
Equity	
Retained Earnings	32,385.62
Net Income	8,893.60
Total Equity	<u>41,279.22</u>
TOTAL LIABILITIES & EQUITY	<u>44,017.62</u>

Dodgeville Housing Authority
Profit & Loss YTD Comparison
September 2024

	Sep 24	Jan - Sep 24
Ordinary Income/Expense		
Income		
Operating Revenue		
3410.00 · Revenue - HUD Gra...	25,746.00	235,471.00
3410.01 · Revenue - HUD Ad...	3,423.00	32,436.00
Total Operating Revenue	29,169.00	267,907.00
Total Income	29,169.00	267,907.00
Gross Profit	29,169.00	267,907.00
Expense		
Administration		
4190.01 · Office Expense	65.00	1,893.00
4195.00 · Management Fees	2,738.40	25,948.40
4395.00 · Membership Fees	0.00	70.00
Total Administration	2,803.40	27,911.40
HAP		
4715.01 · HAP Occupied Units	24,096.00	225,092.00
4715.04 · HAP Utility	713.00	6,010.00
Total HAP	24,809.00	231,102.00
Total Expense	27,612.40	259,013.40
Net Ordinary Income	1,556.60	8,893.60
Net Income	1,556.60	8,893.60