

CITY OF DODGEVILLE HOUSING AUTHORITY

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

January 17, 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 December 13, 2023
- Financials
 - ✓ December
- Program updates
 - ✓ Status of program
 - ✓ PIC Monitoring
- Other Business
 - ✓ WRRP Landlord Grant update
 - ✓ Small PHA Assessments
- Next meeting
 - ✓ Scheduled - February 14, 2024
- Motion to Adjourn.

Dodgeville Housing Authority (DHA) Minutes, December 12, 2023

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

Chairman Edwards called the meeting to order at 10:01 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 15, 2023 meeting. Gretta Stilson made the motion, Patricia Rock second, to approve the minutes as presented. Motion passed unanimously. Cindy Knutson presented the financial report for November, 2023. Jeff Grayson made the motion, Tom DeVoss second, to accept the report as presented. Motion passed unanimously.

Program Updates:

- Cindy Knutson provided the Housing Choice Voucher program update. DHA currently has 60 lease-ups, up one from the time of last month's review. There are 15 potential clients on the waiting list and eight additional vouchers issued but not yet leased.
- Cindy provided, for board review, the PIC monitoring report, which had a score of 98.31%. The score was not 100% because of one late recertification due to a client not providing information in a timely fashion.
- Cindy also reviewed the VMS and Vouchers on the Street reports with the board.

The following was reviewed under New Business:

- Commissioner Edwards asked Cindy if she could research any information that the board should know regarding HUD's "Implementation of Small Rual Assessments of Public Housing." This will be an agenda item at the January meeting.

The following was reviewed under Old Business:

- Any action on the WRRP Landlord grant program was tabled until the January meeting.
- Cindy reported that in discussion with Lori Saley about client/landlord relations, no serious problems have come to our attention.

The next meeting of DHA will be held Wednesday, January 10, 2024 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 10:40 a.m. Motion passed unanimously.

Respectfully submitted,
Terry Edwards, Acting Secretary

Dodgeville Housing Authority

Balance Sheet

01/09/24

As of December 31, 2023

Accrual Basis

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash - Merchants	
1120.04 · Cash - Unrestricted	33,610.18
1120.05 · Cash - Restricted	1,578.64
Total Cash - Merchants	<u>35,188.82</u>
Total Checking/Savings	<u>35,188.82</u>
Total Current Assets	35,188.82
Other Assets	
WRRP Grant Project	
WRRP - BMO CD x4541	25,771.92
WRRP - BMO CD x8063	24,302.83
WRRP - BMO Money Market	5,252.74
WRRP - Fund Balance	-51,594.90
WRRP - Revenue - Interest	-1,254.62
WRRP - Revenue - PHA Admin	-2,477.97
Total WRRP Grant Project	<u>0.00</u>
Total Other Assets	<u>0.00</u>
TOTAL ASSETS	<u>35,188.82</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	
2111.00 · A/P - Vendors & Contractors	2,803.20
Total Accounts Payable	<u>2,803.20</u>
Total Accounts Payable	<u>2,803.20</u>
Total Current Liabilities	<u>2,803.20</u>
Total Liabilities	2,803.20
Equity	
Retained Earnings	27,576.19
Net Income	4,809.43
Total Equity	<u>32,385.62</u>
TOTAL LIABILITIES & EQUITY	<u>35,188.82</u>

Dodgeville Housing Authority
Profit & Loss YTD Comparison
December 2023

	Dec 23	Jan - Dec 23
Ordinary Income/Expense		
Income		
Operating Revenue		
3410.00 · Revenue - HUD Grants	32,890.00	317,049.00
3410.01 · Revenue - HUD Admin	3,504.00	43,492.00
Total Operating Revenue	36,394.00	360,541.00
Total Income	36,394.00	360,541.00
Gross Profit	36,394.00	360,541.00
Expense		
Administration		
4190.01 · Office Expense	60.00	3,137.97
4195.00 · Management Fees	2,803.20	34,369.16
4395.00 · Membership Fees	0.00	70.00
Total Administration	2,863.20	37,577.13
HAP		
4715.01 · HAP Occupied Units	24,504.00	293,711.00
4715.04 · HAP Utility	526.00	6,823.00
Total HAP	25,030.00	300,534.00
HAP - Port outs		
4715.06 · HAP Portable Initial PHA	0.00	17,196.00
4715.07 · Port Out - Admin Fees	0.00	424.44
Total HAP - Port outs	0.00	17,620.44
Total Expense	27,893.20	355,731.57
Net Ordinary Income	8,500.80	4,809.43
Net Income	8,500.80	4,809.43