

CITY OF DODGEVILLE HOUSING AUTHORITY

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

December 13, 2023, 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 November 15, 2023
- Program updates
 - ✓ Status of program
 - ✓ PIC Monitoring
- Financials
 - ✓ November
- Other Business
 - ✓ WRRP Landlord Grant update
- Next meeting
 - ✓ Scheduled - January 10, 2024
- Motion to Adjourn.

Dodgeville Housing Authority (DHA) Minutes, November 15, 2023

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

Chairman Edwards called the meeting to order at 10:00 a.m. John Ziehr 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 11, 2023 meeting. Jeff Thomas made the motion, Jeff Grayson second, to approve the minutes as presented. Motion passed unanimously. Cindy Knutson presented the financial report for October, 2023. Jeff Grayson made the motion, Gretta Stilson second, to accept the report as presented. Motion passed unanimously.

Program Updates:

- Cindy Knutson provided the Housing Choice Voucher program update. DHA currently has 59 lease-ups, up two from the time of last month's review. There are 12 potential clients on the waiting list and 10 additional vouchers issued but not yet leased.
- Cindy provided, for board review, the PIC monitoring report, which had the same acceptable rating as last month.

The following was reviewed under New Business:

- None

The following was reviewed under Old Business:

- The board extensively reviewed draft documents prepared by Steve Leger for the proposed Landlord Grant Program. Changes and questions will be reviewed by Jeff Grayson and Steve, with the goal of approval of revised program documents in December, with implementation of the program in January.
- Terry Edwards asked Cindy if DHA has had any landlord/client issues in 2023. Cindy believes that any problems have been minor, but will check with Lori Saley and report back at our December meeting.

The next meeting of DHA will be held Wednesday, December 13, 2023 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 10:54 a.m. Motion passed unanimously.

Respectfully submitted,
Terry Edwards, Acting Secretary

Dodgeville Housing Authority
Balance Sheet
As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Cash - Merchants	
1120.04 · Cash - Unrestricted	30,166.18
1120.05 · Cash - Restricted	-6,281.36
Total Cash - Merchants	23,884.82
Total Checking/Savings	23,884.82
Total Current Assets	23,884.82
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	0.00
Total Other Assets	0.00
TOTAL ASSETS	23,884.82
LIABILITIES & EQUITY	
Equity	
Retained Earnings	27,576.19
Net Income	-3,691.37
Total Equity	23,884.82
TOTAL LIABILITIES & EQUITY	23,884.82

Dodgeville Housing Authority
Profit & Loss YTD Comparison
November 2023

	Nov 23	Jan - Nov 23
Ordinary Income/Expense		
Income		
Operating Revenue		
3410.00 · Revenue - HUD Grants	22,694.00	284,159.00
3410.01 · Revenue - HUD Admin	3,504.00	39,988.00
Total Operating Revenue	26,198.00	324,147.00
Total Income	26,198.00	324,147.00
Gross Profit	26,198.00	324,147.00
Expense		
Administration		
4190.01 · Office Expense	60.00	3,077.97
4195.00 · Management Fees	2,767.83	31,565.96
4395.00 · Membership Fees	0.00	70.00
Total Administration	2,827.83	34,713.93
HAP		
4715.01 · HAP Occupied Units	30,094.00	269,207.00
4715.04 · HAP Utility	1,358.00	6,297.00
Total HAP	31,452.00	275,504.00
HAP - Port outs		
4715.06 · HAP Portable Initial PHA	1,433.00	17,196.00
4715.07 · Port Out - Admin Fees	35.37	424.44
Total HAP - Port outs	1,468.37	17,620.44
Total Expense	35,748.20	327,838.37
Net Ordinary Income	-9,550.20	-3,691.37
Net Income	-9,550.20	-3,691.37