

HOUSING COMMISSION MEETING

CITY OF DAVENPORT, IOWA

MONDAY, OCTOBER 17, 2022; 4:00 PM

CITY COUNCIL CHAMBERS, 226 W. 4TH STREET, DAVENPORT, IOWA

I. Minutes

A. Minutes from September Meeting

II. Financial Reports

A.

III. Occupancy Report

A.

IV. Consideration Items

V. Discussion

City of Davenport
Housing Commission

Department: Community and Economic Development-Housing
Choice Voucher Office
Contact Info: Malia Dunn

Date
10/17/2022

Subject:
Minutes from September Meeting

ATTACHMENTS:

Type	Description
▣ Cover Memo	Minutes from September Meeting
▣ Cover Memo	October Meeting Agenda

DAVENPORT HOUSING COMMISSION
Regular Meeting

**City Hall Council Chambers,
226 W. 4th St.**

Monday, September 19, 2022 at 4:00 PM

MEETING AGENDA

Members present: Patterson, Wissing, Susich, Miller

Member absent: Roberts (excused)

Staff present: Dunn, Berger

- I. The September 2022 meeting of the Davenport Housing Commission was called to order at 4:00 pm
- II. Roll Call
- III. Approval of August 2022 minutes **APPROVED**
Miller made a motion to accept; Susich seconded the motion
- IV. Approval of August 2022 financials **APPROVED**
Commissioner Miller request additional information about utility reimbursements for August PH Budget
- V. Occupancy and Utilization Reports for August **APPROVED**
Patterson made motion to accept; Susich seconded the motion
- VI. Meeting Adjourned – 4:17 pm **APPROVED**
Miller made a motion to adjourn; Susich seconded the motion

DAVENPORT HOUSING COMMISSION
Regular Meeting

**City Hall Council Chambers,
226 W. 4th St.**

Monday, October 17, 2022 at 4:00 PM

MEETING AGENDA

- I. Minutes
 - A. Minutes from the September Meeting
- II. Financial Reports
 - A. Financial Reports for September
- III. Occupancy Report
- IV. Consideration Items
- V. Discussion

City of Davenport
Housing Commission

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Date
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ATTACHMENTS:

Type	Description
▣ Cover Memo	Financial Reports for September

PUBLIC HOUSING

ACCOUNT	BUDGET	SEPTEMBER	YTD	% EXP	BALANCE
Payroll/Employee Benefits	\$50,000.00	\$3,574.92	\$13,334.22	26.67%	\$36,665.78
Office Supplies & Services	\$200.00	\$0.00	\$0.00	0.00%	\$200.00
Books & Periodicals	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Utility Services	\$1,200.00	\$212.34	\$863.86	71.99%	\$336.14
Telephone	\$200.00	\$30.03	\$90.75	45.38%	\$109.25
Memberships & Publications	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Professional Services	\$147,000.00	\$12,679.00	\$14,679.00	9.99%	\$132,321.00
Liability Insurance	\$3,500.00	\$0.00	\$3,500.00	100.00%	\$0.00
Utility Reimbursements	\$0.00	\$3,687.43	\$6,091.43	0.00%	(\$6,091.43)
Data Processing	\$3,200.00	\$266.67	\$800.01	25.00%	\$2,399.99
Facilities Maintenance	\$71,500.00	\$7,784.50	\$11,613.50	16.24%	\$59,886.50
Property Insurance	\$1,200.00	\$0.00	\$1,200.00	100.00%	\$0.00
Maintenance-Machinery & Equip	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Maintenance-Motor Vehicles	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Workers Compensation	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Indirect Cost Allocation	\$30,000.00	\$2,500.00	\$5,000.00	16.67%	\$25,000.00
Rental Inspections	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
TOTALS	\$308,000.00	\$30,734.89	\$57,172.77	18.56%	\$250,827.23

SECTION 8

ACCOUNT	BUDGET	SEPTEMBER	YTD	% EXP	BALANCE
Travel (54401010 520210)	0.00	0.00	0.00	0.00%	\$ -
Payroll/Employee Benefits	\$374,794.00	38,389.31	109,289.92	29.16%	\$ 265,504.08
Office Supplies & Services	\$13,750.00	(387.49)	(387.00)	-2.81%	\$ 14,137.00
Telephone	\$3,410.00	300.24	907.38	26.61%	\$ 2,502.62
Memberships & Publications	\$300.00	0.00	0.00	0.00%	\$ 300.00
Professional Services	\$2,500.00	225.00	675.00	27.00%	\$ 1,825.00
Liability Insurance	\$5,394.00	-	5,394.00	100.00%	\$ -
Rental Assistance & Utility Reimb	\$3,830,000.00	316,263.00	1,214,016.00	31.70%	\$ 2,615,984.00
Port-in rent	\$0.00	0.00	0.00	0.00%	\$ -
Payment to Other Agency	\$0.00	0.00	0.00	0.00%	\$ -
Project expense (Port Out Admin Fees)	\$15,000.00	810.73	3,433.68	22.89%	\$ 11,566.32
Other supplies	\$15,000.00	3,631.25	8,722.42	58.15%	\$ 6,277.58
Property Insurance	\$1,753.00	-	1,753.00	100.00%	\$ -
Data Processing	\$31,400.00	2,616.67	7,850.01	25.00%	\$ 23,549.99
Maintenance-Machinery & Equip	\$0.00	0.00	0.00	0.00%	\$ -
Maintenance-Motor Vehicles	\$0.00	0.00	0.00	0.00%	\$ -
Indirect Cost Allocation	\$71,467.00	5,955.58	17,866.74	25.00%	\$ 53,600.26
TOTALS	\$ 4,364,768.00	\$ 367,804.29	\$ 1,369,521.15	31.38%	\$2,995,246.85

ALL PROGRAMS

ACCOUNT	BUDGET	SEPTEMBER	YTD	% EXP	BALANCE
Payroll/Employee Benefits	\$424,794.00	\$41,964.23	\$122,624.14	28.87%	\$302,169.86
Office Supplies & Services	\$13,950.00	(\$387.49)	(\$387.00)	-2.77%	\$14,337.00
Travel	-	\$0.00	\$0.00	0.00%	\$0.00
Books & Periodicals	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Utility Services	\$1,200.00	\$212.34	\$863.86	71.99%	\$336.14
Telephone	\$3,610.00	\$330.27	\$998.13	27.65%	\$2,611.87
Memberships & Publications	\$300.00	\$0.00	\$0.00	0.00%	\$300.00
Professional Services	\$149,500.00	\$12,904.00	\$15,354.00	10.27%	\$134,146.00
Liability Insurance	\$8,894.00	\$0.00	\$8,894.00	100.00%	\$0.00
Rental Assistance & Utility Reimb	\$3,830,000.00	\$319,950.43	\$1,220,107.43	31.86%	\$2,609,892.57
Port-in rent	\$0.00	-	-	0.00%	\$0.00
Payment to Other Agency	\$0.00	-	-	0.00%	\$0.00
Project expense	\$15,000.00	810.73	3,433.68	22.89%	\$11,566.32
Other supplies	\$15,000.00	\$3,631.25	8,722.42	58.15%	\$6,277.58
Property Insurance	\$1,753.00	\$0.00	1,753.00	100.00%	\$0.00
Data Processing	\$34,600.00	\$2,883.34	\$8,650.02	25.00%	\$25,949.98
Facilities Maintenance	\$71,500.00	\$7,784.50	\$11,613.50	16.24%	\$59,886.50
Property Insurance	\$1,200.00	\$0.00	\$1,200.00	100.00%	\$0.00
Maintenance-Machinery & Equip	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Maintenance-Motor Vehicles	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Workers Compensation	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Indirect Cost Allocation	\$101,467.00	\$8,455.58	\$22,866.74	22.54%	\$78,600.26
Rental Inspections	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Office Furniture & Equipment	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
TOTALS	\$4,672,768.00	\$398,539.18	\$1,426,693.92	30.53%	\$3,246,074.08

City of Davenport
Housing Commission

Department: Community and Economic Development-Housing
Choice Voucher Office
Contact Info: Malia Dunn

Date
10/17/2022

Subject:

ATTACHMENTS:

Type	Description
▣ Cover Memo	Occupancy Report for September

	Bedroom Size				Total
	2	3	4	4	
Public Housing	12	20	4		36
Occupied #	14	24	4		42
Allocation #	85.70%	87.50%	100.00%		88.10%

Units vacant: 908 Iowa Street
745 West 61st St. #1
745 West 61st St. #4
4205 N. Elsie
4207 N. Elsie
1235 W. 35th St

Vouchers	gr						Total	
	0	1	2	3	4	5		6
Previous Month	4	248	242	125	11	2	1	633
Current	4	252	238	127	12	2	1	636
Funds available	\$ 320,673							
Funds spent	\$ 306,967							
% of Funds	95.7%							