

HOUSING COMMISSION MEETING

CITY OF DAVENPORT, IOWA

Monday, June 17, 2024; 4:00 PM

City Hall | 226 West 4th Street | Council Chambers

- I. Call to Order
- II. Secretary's Report
 - 1. May Meeting Minutes
 - 2. May Financial Report
 - 3. May Utilization Report
- III. Communications
- IV. Old Business
- V. New Business
- VI. Other Business
 - 1. Overview of SEMAP
- VII. Open Forum for Comment
- VIII. Adjourn
 - 1. Next Board Meeting - July 15, 2024

City of Davenport

Department: Community & Economic Development
Contact Info: Malia Dunn | 563-888-2202

Action / Date
6/17/2024

Subject:
May Meeting Minutes

Recommendation:

Background:

Attachments:

1. May meeting minutes - June Commission meeting

DAVENPORT HOUSING COMMISSION
Regular Meeting

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

Monday, May 20, 2024 at 4:00 PM

MEETING AGENDA

Members present: Miller, Roberts, Stahler, Susich, Wissing
Staff present: Dunn

I. Call to Order

The May meeting of the Davenport Housing Commission was called to order at 4:03 pm

II. Secretary's Report

APPROVED

1. April Meeting Minutes

Stahler made a motion to accept; Susich seconded the motion

2. April Financial Reports

APPROVED

Stahler made a motion to approve; Susich seconded the motion

3. April Utilization Report for March 2024

APPROVED

Miller made motion to accept; Susich seconded the motion

III. Communication

IV. Old Business

V. New Business

VI. Other Business

1. Voucher Utilization

VII. Open Forum for Comment

VIII. Meeting Adjourned – 5:09pm

APPROVED

Roberts made a motion to adjourn; Susich seconded the motion

City of Davenport

Department: Community & Economic Development
Contact Info: Malia Dunn | 563-888-2202

Action / Date
6/17/2024

Subject:
May Financial Report

Recommendation:

Background:

Attachments:

1. May Financial Workbook

Housing Choice Voucher

* The financial data that is reported are preliminary numbers and are subject to change when adjustments are necessary

<u>Employee Salary/Benefits</u>	BUDGET	May	YTD	Balance	Expenditure
Full Time Salaries	\$ 280,135.00	\$ 35,264.73	\$ 279,111.72	\$ 1,023.28	
Overtime Pay			\$ 254.12		
Retirement FICA	\$ 25,018.00	\$ 2,720.76	\$ 21,514.09		
Retirement-IPERS	\$ 30,872.00	\$ 3,328.98	\$ 26,295.83		
Employee Insurance	\$ 127,069.00	\$ 9,123.19	\$ 103,578.63		
Deferred Comp	\$ 7,947.00	\$ 785.85	\$ 6,330.51		
Retirement Health Savings	\$ 3,270.00	\$ 352.62	\$ 2,785.44		
Total	\$ 474,311.00	\$ 51,576.13	\$ 439,870.34		93%
Travel					
<u>Office Supplies and Services</u>	\$ 13,750.00	\$ 2,117.43	\$ 12,160.72	\$ 1,589.28	88%
<u>Telephone</u>	\$ 3,410.00	\$ 340.54	\$ 4,018.18	\$ (608.18)	118%
<u>Membership and Publications</u>	\$ 300.00			\$ 300.00	0%
<u>Software</u>	\$ 25,000.00		\$ 1,351.02		5%
<u>Professional Services (PH)</u>	\$ 10,000.00	\$ 546.84	\$ 9,970.84	\$ 29.16	100%
<u>Professional Services (Sec8)</u>	\$ 2,500.00		\$ 1,689.48	\$ 810.52	68%
<u>Liability Insurance</u>	\$ 5,414.00	\$ -	\$ 5,414.00	\$ -	100%
<u>Rental Assist/Utility Reimburse</u>	\$ 3,597,718.00	\$ 391,985.00	\$ 4,377,544.77	\$ (779,826.77)	122%
<u>Port In Rent</u>				\$ -	
<u>Project Expense</u>	\$ 15,000.00	\$ 801.50	\$ 8,194.39	\$ 6,805.61	55%
<u>Other supplies</u>	\$ 25,750.00	\$ -	\$ 25,750.00	\$ -	100%
<u>Property Insurance</u>	\$ 1,841.00	\$ -	\$ 1,841.00	\$ -	100%
<u>Data Processing</u>	\$ 31,900.00	\$ 2,658.33	\$ 29,241.63	\$ 2,658.37	92%
<u>Workmans Compensation</u>	\$ 198.00	\$ -	\$ 198.00	\$ -	100%
<u>Indirect Cost Allocation</u>	\$ 71,848.00	\$ 5,987.33	\$ 65,860.63	\$ 5,987.37	92%
Totals:	\$ 4,278,940.00	\$ 456,013.10	\$ 4,983,105.00		116%

City of Davenport

Department: Community & Economic Development
Contact Info: Malia Dunn | 563-888-2202

Action / Date
6/17/2024

Subject:
May Utilization Report

Recommendation:

Background:

Attachments:

1. Utilization Report- May 2024

May 2024

Vouchers								
	0	1	2	3	4	5	6	Total
<i>Previous Month</i>	4	264	277	141	16	1	1	704
Current	4	258	272	144	17	1	1	697
Funds available	\$ 370,055							
Funds spent	\$ 391,985							
% of Funds Used	105.9%							

Voucher Utilization- July 1, 2023 - Current

Month	Secured Housing	Expired	Port	'Open' vouchers (At end of mth)	Notes
July 23	18	1	2	62	
August 23	12	2	2	46	
September 23	8	1	1	39	
October 23	11			31	
November 23	7	3		22	
December 23	16	3	2	11	
January 24	6	1		17	Pulled 30 from Waitlist
February 24	7	1	2	10	
March 24	8			18	Pulled 30 from Waitlist
April 24	6				
May 24	7			36	Pulled 30 from Waitlist
June 24	2				

Average number of days to obtaining housing: **74 days**

City of Davenport

Department: Community & Economic Development
Contact Info: Malia Dunn | 563-888-2202

Action / Date
6/17/2024

Subject:
Overview of SEMAP

Recommendation:

Background:

Attachments:
None