

HOUSING COMMISSION MEETING

CITY OF DAVENPORT, IOWA

Monday, March 17, 2025; 3:45 PM

City Hall | 226 West 4th Street | Council Chambers

- I. Call to Order
- II. Secretary's Report
 - 1. February Meeting Minutes
 - 2. February Financial Report
 - 3. February Utilization Report
- III. Communications
- IV. Old Business
- V. New Business
- VI. Other Business
- VII. Open Forum for Comment
- VIII. Adjourn
 - 1. Next Board Meeting - April *21,2025*

City of Davenport

Department: Community & Economic Development
Contact Info: |

Action / Date
3/17/2025

Subject:
February Meeting Minutes

Recommendation:

Background:

Attachments:

1. February meeting minutes - March Commission meeting

DAVENPORT HOUSING COMMISSION
Regular Meeting

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

Monday, February 24, 2025 at 4:00 PM

MEETING AGENDA

Members present: Miller, Stahler, Wissing, Roberts
Staff present: Dunn, Sullivan, Phounsavath

I. Call to Order

The February meeting of the Davenport Housing Commission was called to order at 3:31pm

II. Secretary's Report

1. January Meeting Minutes **APPROVED**
Miller made a motion to accept; Roberts seconded the motion
2. January Financial Report **APPROVED**
Roberts made a motion to approve; Miller seconded the motion
3. January Utilization Report **APPROVED**
Roberts made a motion to approve; Miller seconded the motion

III. Communication

IV. Old Business

V. New Business- Annual Plan presentation

V. Other Business

VI. Open Forum for Comment

- VII. Meeting Adjourned – 4:02 pm** **APPROVED**
Roberts made a motion to adjourn; Miller seconded the motion
Next meeting scheduled- March 17, 2025 at 3:45 pm

City of Davenport

Department: Community & Economic Development
Contact Info: |

Action / Date
3/17/2025

Subject:
February Financial Report

Recommendation:

Background:

Attachments:

1. February 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	February	YTD	Balance	Expenditure
Full Time Salaries	\$ 313,855.00	\$ 28,035.61	\$ 197,515.79	\$ 116,339.21	
Overtime Pay					
Retirement FICA	\$ 24,010.00	\$ 2,157.64	\$ 15,204.66		
Retirement-IPERS	\$ 29,628.00	\$ 2,646.54	\$ 18,522.34		
Employee Insurance	\$ 114,682.00	\$ 12,703.78	\$ 72,708.05		
Deferred Comp	\$ 6,985.00	\$ 638.76	\$ 4,127.87		
Retirement Health Savings	\$ 3,139.00	\$ 280.35	\$ 1,961.99		
Total	\$ 492,299.00		\$ 310,040.70		63%
Travel					
<u>Office Supplies and Services</u>	\$ 17,000.00	\$ 197.30	\$ 8,315.03	\$ 8,684.97	49%
<u>Telephone</u>	\$ 3,649.00	\$ 310.62	\$ 2,644.17	\$ 1,004.83	72%
<u>Membership and Publications</u>	\$ 300.00	\$ -	\$ 239.00	\$ 61.00	80%
<u>Professional Services (Sec8)</u>	\$ 2,500.00	\$ -	\$ 3,511.43	\$ (1,011.43)	140%
<u>Liability Insurance</u>	\$ 8,335.00	\$ -	\$ 8,335.00	\$ -	100%
<u>Rental Assist/Utility Reimburse</u>	\$ 4,280,000.00	\$ 406,818.00	\$ 3,621,950.60	\$ 658,049.40	85%
<u>Project Expense</u>	\$ 15,000.00	\$ 901.76	\$ 8,031.41	\$ 6,968.59	54%
<u>Other supplies</u>	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	100%
<u>Property Insurance</u>	\$ 2,571.00	\$ -	\$ 2,571.00	\$ -	100%
<u>Data Processing</u>	\$ 32,300.00	\$ 2,691.66	\$ 21,533.28	\$ 10,766.72	67%
<u>Workmans Compensation</u>	\$ 204.00		\$ 204.00	\$ -	100%
<u>Indirect Cost Allocation</u>	\$ 75,973.00	\$ 6,331.08	\$ 50,648.64	\$ 25,324.36	67%
Totals:	\$ 4,960,131.00	\$ 463,713.10	\$ 4,068,024.26		82%

City of Davenport

Department: Community & Economic Development

Contact Info: |

Action / Date

3/17/2025

Subject:

February Utilization Report

Recommendation:

Background:

Attachments:

1. occupancy & utilization report for Feb- March HC meeting

UTILIZATION REPORT FOR FEBRUARY 2025

Vouchers								
	0	1	2	3	4	5	6	Total
<i>Previous Month</i>	3	265	264	139	28	1	1	701
Current	3	261	259	138	28	1	1	691
Funds available	\$ 402,761							
Funds spent	\$ 406,818							
% of Funds Used	101.0%							