

HOUSING COMMISSION MEETING

CITY OF DAVENPORT, IOWA

MONDAY, JANUARY 23, 2023; 4:00 PM

CITY HALL | 226 WEST 4TH STREET | COUNCIL CHAMBERS

I. Minutes

- A. December Housing Commission Meeting Minutes

II. Financial Reports

- A. December Financial Reports

III. Occupancy Report

- A. Utilization Report for December

IV. Discussion

- A. Resolution to Increase Payment Standard from 110% to 120%

City of Davenport
Housing Commission

Department:
Contact Info:

Date

Subject:
December Housing Commission Meeting Minutes

ATTACHMENTS:

Type	Description
▣ Cover Memo	Minutes from December Meeting

DAVENPORT HOUSING COMMISSION
Regular Meeting

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

Monday, December 19, 2022 at 4:00 PM

MEETING AGENDA

Members present: Wissing, Susich, Miller, Roberts

Member absent: Patterson

Staff present: Dunn

- I. The December 2022 meeting of the Davenport Housing Commission was called to order at 4:01 pm
- II. Roll Call
- III. Approval of November minutes **APPROVED**
Roberts made a motion to accept; Susich seconded the motion
- IV. Approval of November 2022 Financial Reports **APPROVED**
Commissioner Miller requested additional information about Project Expense payment for November; Staff explained that Port payments vary month to month, but will inquire with Finance and report back. Roberts made a motion to approve; Susich seconded the motion
- V. Occupancy and Utilization Reports for November **APPROVED**
Roberts made motion to accept; Susich seconded the motion
- VI. Meeting Adjourned – 4:23 pm **APPROVED**
Roberts made a motion to adjourn; Susich seconded the motion

City of Davenport
Housing Commission

Department:
Contact Info:

Date

Subject:
December Financial Reports

ATTACHMENTS:

Type	Description
▣ Cover Memo	December Financial Reports

MONTHLY FINANCIALS REPORT
DECEMBER 2022

PUBLIC HOUSING

ACCOUNT	BUDGET	DECEMBER	YTD	% EXP	BALANCE
Payroll/Employee Benefits	\$50,000.00	\$8,756.00	\$43,383.00	86.77%	\$6,617.00
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	\$706.04	\$3,215.00	267.92%	(\$2,015.00)
Telephone	\$200.00	\$32.84	\$220.00	110.00%	(\$20.00)
Memberships & Publications	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Professional Services	\$147,000.00	\$5,300.00	\$53,739.00	36.56%	\$93,261.00
Liability Insurance	\$3,500.00	\$0.00	\$3,500.00	100.00%	\$0.00
Utility Reimbursements	\$0.00	\$0.00	\$7,353.43	0.00%	(\$7,353.43)
Data Processing	\$3,200.00	\$266.67	\$1,867.00	58.34%	\$1,333.00
Facilities Maintenance	\$71,500.00	\$1,959.00	\$15,927.77	22.28%	\$55,572.23
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	\$17,500.00	58.33%	\$12,500.00
Rental Inspections	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
TOTALS	\$308,000.00	\$19,520.55	\$147,905.20	48.02%	\$160,094.80

MONTHLY FINANCIALS REPORT
DECEMBER 2022

SECTION 8

ACCOUNT	BUDGET	DECEMBER	YTD	% EXP	BALANCE
Travel (54401010 520210)	0.00	0.00	0.00	0.00%	\$ -
Payroll/Employee Benefits	\$374,794.00	47,364.00	279,181.00	74.49%	\$ 95,613.00
Office Supplies & Services	\$13,750.00	650.63	7,692.00	55.94%	\$ 6,058.00
Telephone	\$3,410.00	328.44	2,193.00	64.31%	\$ 1,217.00
Memberships & Publications	\$300.00	0.00	0.00	0.00%	\$ 300.00
Professional Services	\$2,500.00	0.00	450.00	18.00%	\$ 2,050.00
Liability Insurance	\$5,394.00	-	5,394.00	100.00%	\$ -
Rental Assistance & Utility Reimb	\$3,830,000.00	348,567.00	2,589,365.00	67.61%	\$ 1,240,635.00
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	804.66	6,722.00	44.81%	\$ 8,278.00
Other supplies	\$15,000.00	0.00	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	18,317.00	58.33%	\$ 13,083.00
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	41,689.00	58.33%	\$ 29,778.00
TOTALS	\$ 4,364,768.00	\$ 406,286.98	\$ 2,961,478.42	67.85%	\$ 1,403,289.58

MONTHLY FINANCIALS REPORT

DECEMBER 2022

ALL PROGRAMS

ACCOUNT	BUDGET	DECEMBER	YTD	% EXP	BALANCE
Payroll/Employee Benefits	\$424,794.00	\$56,120.00	\$322,564.00	75.93%	\$102,230.00
Office Supplies & Services	\$13,950.00	\$650.63	\$7,692.00	55.14%	\$6,258.00
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	\$706.04	\$3,215.00	267.92%	(\$2,015.00)
Telephone	\$3,610.00	\$361.28	\$2,413.00	66.84%	\$1,197.00
Memberships & Publications	\$300.00	\$0.00	\$0.00	0.00%	\$300.00
Professional Services	\$149,500.00	\$5,300.00	\$54,189.00	36.25%	\$95,311.00
Liability Insurance	\$8,894.00	\$0.00	\$8,894.00	100.00%	\$0.00
Rental Assistance & Utility Reimb	\$3,830,000.00	\$348,567.00	\$2,596,718.43	67.80%	\$1,233,281.57
Port-in rent	\$0.00	-	-	0.00%	\$0.00
Payment to Other Agency	\$0.00	-	-	0.00%	\$0.00
Project expense	\$15,000.00	804.66	6,722.00	44.81%	\$8,278.00
Other supplies	\$15,000.00	\$0.00	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	\$20,184.00	58.34%	\$14,416.00
Facilities Maintenance	\$71,500.00	\$1,959.00	\$15,927.77	22.28%	\$55,572.23
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	\$59,189.00	58.33%	\$42,278.00
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	\$425,807.53	\$3,109,383.62	66.54%	\$1,563,384.38

City of Davenport
Housing Commission

Department:
Contact Info:

Date

Subject:
Utilization Report for December

City of Davenport
Housing Commission

Department:
Contact Info:

Date

Subject:
Resolution to Increase Payment Standard from 110% to 120%