



AGENDA OF THE GREEN BAY HOUSING AUTHORITY

**THURSDAY, AUGUST 23, 2018, 10:30 AM
CITY HALL, ROOM 604**

A. Roll Call.

1. William VandeCastle- Chair, Sandra Popp- Vice Chair, Terri Refsguard, Nathalie Lund and Stephen Srubas

B. Approval of the Agenda.

1. Approval of the August 23, 2018, agenda of the Green Bay Housing Authority.

C. Approval of Minutes.

1. Approval of the July 19, 2018, minutes of the Green Bay Housing Authority.

D. Regular Business.

1. Consideration with possible action to award Mason Manor Parking Lot Repair, Sealing & Striping contract to lowest responsive and responsible bidder, not to exceed \$25,000.
2. Consideration with possible action to award Green Bay Housing Authority Tree Trimming and Removal Contract to lowest responsive and responsible bidder, not to exceed \$17,000.
3. Consideration with possible action to amend Chapter 4 (Applications, Waiting List and Tenant Selection) of Admissions and Continued Occupancy Plan to provide a Move On Strategy preference.

E. Informational.

1. GBHA bills.
2. GBHA financial report.
3. Langan Report for July, 2018.

4. Housing Update Report.
5. Occupancy Report for the month of August, 2018.
6. Update on bedbug situation.
7. Updates on the Brown County Homeless and Housing Coalition.
8. Date of next meeting: September 27, 2018

F. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Green Bay Housing Authority will attend this meeting and will constitute a meeting of the Green Bay Housing Authority for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



MINUTES OF THE GREEN BAY HOUSING AUTHORITY

**THURSDAY, JULY 19, 2018, 10:30 AM
CITY HALL, ROOM 310**

A. ROLL CALL.

I. William VandeCastle- Chair, Sandra Popp- Vice Chair, Terri Refsguard, Nathalie Lund and Stephen Srubas

Members Present: Nathalie Lund, Stephen Srubas, William VandeCastle, Sandra Popp,
Excused: Terri Refsguard

B. APPROVAL OF THE AGENDA.

I. Approval of the July 19, 2018, agenda of the Green Bay Housing Authority.

Moved by Sandra Popp, seconded by Stephen Srubas to approve the July, 19, 2018, agenda of the Green Bay Housing Authority. Motion carried.

Yes- Sandra Popp, Nathalie Lund, Stephen Srubas, William VandeCastle, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of the June 21, 2018, minutes of the Green Bay Housing Authority.

Moved by Sandra Popp, seconded by Stephen Srubas to approve the June 21, 2018, minutes of the Green Bay Housing Authority. Motion carried.

Yes- Sandra Popp, Nathalie Lund, Stephen Srubas, William VandeCastle, No- None, Abstain- None

D. REGULAR BUSINESS.

1. Consideration with possible action regarding approval to contribute up to \$5,000 toward an Impediments to Fair Housing Study, in conjunction with the City of Green Bay and the Brown County Housing Authority.

Moved by William VandeCastle, seconded by Sandra Popp to approve a contribution, up to \$5,000, toward an Impediments to Fair Housing Study, in conjunction with the City of Green Bay and the Brown County Housing Authority. Motion carried.

Yes- Sandra Popp, Nathalie Lund, Stephen Srubas, William VandeCastle, No- None, Abstain- None

2. Consideration with possible action to award an Architect and Engineer On-Call Contract to the lowest responsive and responsible proposal which best meets the needs of the GBHA.

Moved by Sandra Popp, seconded by William VandeCastle approval to award an Architect and Engineer On-Call Contract to the lowest responsive and responsible proposal which best meets the needs of the GBHA. Motion carried.

Yes- Sandra Popp, Nathalie Lund, Stephen Srubas, William VandeCastle, No- None, Abstain- None

3. Consideration with possible action regarding approval of GBHA contributing up to \$20,000 toward City Hall 6th Floor Remodeling.

It was noted for the record that Stephen Srubas is employed with Berners-Schober Associates, which is the firm used for the City Hall 6th Floor Remodeling project, and will be abstaining from the vote.

Moved by Sandra Popp, seconded by William VandeCastle to approve the GBHA contributing up to \$20,000 toward City Hall 6th Floor Remodeling. Motion carried.

Yes- Sandra Popp, Nathalie Lund, William VandeCastle, No- None, Abstain- Stephen Srubas

E. INFORMATIONAL.

I. GBHA bills.

Moved by Stephen Srubas, seconded by William VandeCastle to receive and place on file the GBHA bills. Motion carried.

Yes- Sandra Popp, Nathalie Lund, Stephen Srubas, William VandeCastle, No- None, Abstain- None

2. GBHA financial report.

Moved by Sandra Popp, seconded by William VandeCastle to receive and place on file the GBHA financial report. Motion carried.

Yes- Sandra Popp, Nathalie Lund, Stephen Srubas, William VandeCastle, No- None, Abstain- None

3. Langan Report for June, 2018.

Report was given and no action was taken.

4. Housing Update Report.

Update was given and no action was taken.

5. Occupancy Report for the month of July, 2018.

Report was given and no action was taken.

6. Update on bedbug situation.

Update was given and no action was taken.

7. Date of next meeting: August 16, 2018

F. ADJOURNMENT.

Moved by Sandra Popp, seconded by Stephen Srubas to adjourn. Motion carried.

Yes- Sandra Popp, Nathalie Lund, Stephen Srubas, William VandeCastle, No- None, Abstain- None



Report to the
Housing Authority
of the City of Green Bay

MEETING DATE

August 23, 2018

PREPARED BY

Robyn Hallet, Staff

AGENDA ITEM # D.I.

Consideration with possible action to award Mason Manor Parking Lot Repair, Sealing & Striping contract to lowest responsive and responsible bidder, not to exceed \$25,000.

BACKGROUND

An RFQ was issued on August 1, 2018 and bids were collected on August 21, 2018, for repair, resealing and striping of the Mason Manor Parking Lot. Information will be provided during the meeting regarding the bids received and which bidder offers the lowest bid.

RECOMMENDATION

Approval of lowest responsive and responsible bidder.

FISCAL IMPACT

up to \$25,000

ATTACHMENTS

None



Report to the
Housing Authority
of the City of Green Bay

MEETING DATE

August 23, 2018

PREPARED BY

Robyn Hallet, Staff

AGENDA ITEM # D.2.

Consideration with possible action to award Green Bay Housing Authority Tree Trimming and Removal Contract to lowest responsive and responsible bidder, not to exceed \$17,000.

BACKGROUND

There are several trees on GBHA property which need to be removed or need trimming. In some cases, trees of neighboring properties overhanging on GBHA property need trimming. An RFQ was issued on August 8, 2018 and bids were collected on August 21, 2018. Information will be provided during the meeting regarding the bids received and which bidder offers the lowest bid.

RECOMMENDATION

Approval of lowest responsive, responsible bidder.

FISCAL IMPACT

up to \$17,000

ATTACHMENTS

None



Report to the
Housing Authority
of the City of Green Bay

MEETING DATE

August 23, 2018

PREPARED BY

Robyn Hallet, Staff

AGENDA ITEM # D.3.

Consideration with possible action to amend Chapter 4 (Applications, Waiting List and Tenant Selection) of Admissions and Continued Occupancy Plan to provide a Move On Strategy preference.

BACKGROUND

HUD has implemented a Move On Strategy by which PHAs are encouraged to provide a preference to move current Continuum of Care (CoC)-funded Permanent Supportive Housing (PSH) participants who no longer require intensive services but need a rental subsidy, from PSH slots to other housing assistance programs in order to free up CoC-funded PSH slots to be used for other persons experiencing homelessness. The Wisconsin Balance of State, the CoC of which Brown County is a member, has requested GBHA to consider adopting this Move On Strategy by modifying our Admissions and Continued Occupancy Plan to allow for this waiting list preference in the Public Housing program. The only PSH agency in Brown County is Newcap, Inc, which currently has 45 PSH slots and is applying for 15 more. Newcap estimates approximately 5 participants per year who would qualify to move on.

RECOMMENDATION

Approval of amendment to Chapter 4 of the ACOP.

FISCAL IMPACT

None

ATTACHMENTS

- I. Ch 4 of ACOP

Local Preferences [24 CFR 960.206]

The GBHA is permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the GBHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the GBHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

GBHA Policy

The GBHA defines Brown County residency as any family who lives, works, or is hired to work in Brown County. In order to verify the applicant qualifies for a residency preference, the GBHA will require a minimum of 1 of the following documents: Driver's license/state ID, employer or agency record, check stub from a local employer, school records, or voter registration record.

The GBHA will use the following local preferences:

1st Preference: Brown County Resident Families who have been Involuntarily Displaced:

Families who claim they have been displaced due either to disaster or government action must provide written verification from the displacing agency of government or by a service agency such as the Red Cross.

A disaster is defined as a fire, flood, earthquake, etc. that has caused the unit to be uninhabitable. Government action is defined as federal, state, or local government action related to public improvement or development. In order to meet the displacement preference, applicants who have been displaced must not be living in standard replacement housing. Standard replacement housing is defined as housing that is decent, safe, and sanitary according to HQS standards and is adequate for the family size according to HQS standards, and that the family is occupying pursuant to a written or oral lease or occupancy agreement. Standard replacement housing does not include transient facilities, hotels, motels, temporary shelters, and (in the case of domestic violence) housing occupied by the individual who engages in such violence.

It does not include any individual imprisoned or detained pursuant to State Law or an Act of Congress. Shared housing with family or friends is considered temporary and is not considered standard replacement housing. An applicant who lives in a violent neighborhood or is fearful of violence outside the household is not considered involuntarily displaced.

2nd Preference: Brown County Resident PSH participant: Brown County resident referred by Newcap, Inc. as a participant of Newcap's Permanent Supportive Housing (PSH) program who no longer requires the intensive services of the PSH program but only needs the rental subsidy. (08/2018)

3rd Preference: Brown County Resident domestic violence victims and homeless families or individuals:

The HUD definition of homelessness is the following two categories:

Category 1: an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- a. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; or
- b. An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- c. An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

Category 2: Any individual or family who:

- a. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and
- b. Has no other residence; and
- c. Lacks the resources or support networks, e.g. family, friends, and faith-based or other social networks, to obtain other permanent housing

The GBHA has adopted the above language both for purposes of a waiting list preference as well as for purposes of reporting homeless at new admissions on the Form HUD 50058. To be eligible for the homeless waiting list preference, at least one adult member of the household must meet one of the above criteria and submit to the GBHA a signed form from an approved agency in the area certifying the applicant or family is homeless and is working with a case manager or social worker. The approved agency also certifies that the applicant or family is a Brown County resident. This letter can take the place of the other documentation that verifies Brown County residency.

Families who claim they are domestic violence victims must provide written verification from either the law enforcement agency that reported the incident(s), a medical professional, or a social service case worker.

4th Preference: Brown County Resident elderly, disabled, veteran families, or working families:

An elderly family includes a family whose head, spouse or sole member is at least 62 years of age, two or more persons at least 62 years of age living together or one or more persons at least 62 years of age living with one or more live-in aides. Proof of age is required.

A disabled family includes a family whose head, spouse, or sole member is a person with disabilities, two or more persons with disabilities living together or one or more persons in receipt of SSI or SS disability payments under Section 223 of the Social Security Act or 102(7) of the Development Disabilities Assistance and Bill of Rights Act (42 U.S.C. 5001(7)) or verified by appropriate diagnosticians such as a physician, psychiatrist, psychologist, therapist, rehab, specialist, or licensed social worker using the HUD language as the verification format.

A veteran family includes a family who has at least one member who is a veteran. Families claiming this preference must document service participation through service discharge papers or a statement from the veteran service officer.

In order to bring higher income families into public housing, the GBHA will establish a preference for working families, where the head, spouse, or co-head, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.20(b)(2)].

5th Preference: Brown County residents who have completed or are active in educational or training programs:

Families whose head of household or other adult have completed educational and training programs in the past 12 months or are active participants in educational and training programs designed to prepare persons for the job market. These training and educational programs must be approved by the Housing Authority.

6th Preference: Non-Brown County resident

10:35 AM

08/08/18

Green Bay Housing Authority

Check Detail

July 2018

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	4654	07/16/2018		SD Refund	1111.01 · General ...	
Bill	SD Refund	06/30/2018		SD refund - I.... Key Dept ref...	2114.00 · Tenant S... 2114.02 · Security ...	-179.56 -22.44
TOTAL						-202.00
Bill Pmt -Check	4655	07/19/2018	Advanced Dispos...	1424 Admira...	1111.01 · General ...	
Bill	B800000628352	06/30/2018		trash pick up	4430.19 · Garbage ...	-303.86
TOTAL						-303.86
Bill Pmt -Check	4656	07/19/2018	BELLIN HOME HE...	RN outreach	1111.01 · General ...	
Bill	MB1656	07/10/2018		RN Comm O...	4230.00 · Ten Ser...	-450.00
TOTAL						-450.00
Bill Pmt -Check	4657	07/19/2018	BELSON CO	maint suppli...	1111.01 · General ...	
Bill	296813	07/16/2018		soap	4420.00 · Maint - S...	-60.50
TOTAL						-60.50
Bill Pmt -Check	4658	07/19/2018	Bug Blaster Inc		1111.01 · General ...	
Bill	13526	07/02/2018		sprayings	4430.17 · Extermin...	-910.00
Bill	13931	07/06/2018		treating units	4430.17 · Extermin...	-910.00
TOTAL						-1,820.00
Bill Pmt -Check	4659	07/19/2018	CITY OF GREEN B...		1111.01 · General ...	
Bill	970-12420	07/02/2018		copies	4190.01 · Printing	-10.57
				copies	4190.01 · Printing	-10.57
				copies	4190.01 · Printing	-10.56
Bill	970-12420	07/05/2018		backgrounds	4130.01 · Investigat...	-6.79
				backgrounds	4130.01 · Investigat...	-6.78
				Storage units	4220.00 · Ten Ser...	-156.00
				fun club	4220.01 · Ten Ser...	-203.13
Bill	114273	07/06/2018		fuel	4430.03 · Maint - Tr...	-41.96
				fuel	4430.03 · Maint - Tr...	-41.96
Bill	114270	07/06/2018		mailings	4190.02 · Postage	-12.47
				news letters ...	4190.01 · Printing	-93.00
Bill	970-12420	07/12/2018		UPCS Traini...	4140.00 · Staff Trai...	-674.38
				UPCS Traini...	4140.00 · Staff Trai...	-674.38
TOTAL						-1,942.55
Bill Pmt -Check	4660	07/19/2018	Clean By Design L...	cleaning	1111.01 · General ...	
Bill	1484	07/09/2018		cleaning # 510	4430.00 · Maint - C...	-203.00
TOTAL						-203.00
Bill Pmt -Check	4661	07/19/2018	Commercial Auto ...	maint	1111.01 · General ...	
Bill	13297	07/03/2018		Truck parts	4430.03 · Maint - Tr...	-317.65
				Truck parts	4430.03 · Maint - Tr...	-317.65
TOTAL						-635.30

10:35 AM

08/08/18

Green Bay Housing Authority

Check Detail

July 2018

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	4662	07/19/2018	GREEN BAY WAT...	1009 Crooks	1111.01 · General ...	
Bill	6/4/18-13182-04	06/04/2018		1009 Crooks	4390.00 · Other Util...	-54.36
				1009 Crooks	4310.00 · Water	-169.65
TOTAL						-224.01
Bill Pmt -Check	4663	07/19/2018	HOUSING AUTHO...	liability ins	1111.01 · General ...	
Bill	HG00094149	07/12/2018		liability ins	4510.01 · Insurance...	-3,110.00
				liability ins	4510.01 · Insurance...	-5,906.00
				liability ins	4510.01 · Insurance...	-200.00
TOTAL						-9,216.00
Bill Pmt -Check	4664	07/19/2018	HOUSING INSURA...	Property Ins	1111.01 · General ...	
Bill	HP00087171	07/12/2018		Property Ins	4510.00 · Insurance...	-9,794.00
				Property Ins	4510.00 · Insurance...	-35,179.00
TOTAL						-44,973.00
Bill Pmt -Check	4665	07/19/2018	LANGAN INVESTI...		1111.01 · General ...	
Bill	June 2018 MM	07/06/2018		screenings	4130.01 · Investigat...	-154.00
Bill	June 2018 SS	07/06/2018		screenings	4130.01 · Investigat...	-938.89
TOTAL						-1,092.89
Bill Pmt -Check	4666	07/19/2018	Lindeman's Cleani...		1111.01 · General ...	
Bill	19447	06/28/2018		cleaning drap...	4430.01 · Maint - N...	-28.56
Bill	19452	06/28/2018		cleaning drap...	4430.01 · Maint - N...	-28.56
Bill	19436	06/28/2018		cleaning drap...	4430.01 · Maint - N...	-20.94
Bill	19449	06/28/2018		cleaning drap...	4430.01 · Maint - N...	-20.94
Bill	22289	07/17/2018		cleaning drap...	4430.01 · Maint - N...	-14.74
Bill	22368	07/17/2018		cleaning drap...	4430.01 · Maint - N...	-7.37
TOTAL						-121.11
Bill Pmt -Check	4667	07/19/2018	PHILADELPHIA IN...	1577 Charles	1111.01 · General ...	
Bill	8/6/18-870541728...	07/01/2018		1577 Charles...	4510.00 · Insurance...	-650.00
TOTAL						-650.00
Bill Pmt -Check	4668	07/19/2018	Robert Salesky	keys	1111.01 · General ...	
Bill	790737	07/12/2018		keys	4420.00 · Maint - S...	-98.00
TOTAL						-98.00
Bill Pmt -Check	4669	07/19/2018	Sandberg K9 Solu...	Quarterly Ins	1111.01 · General ...	
Bill	1277	07/09/2018		Quarterly Ins	4430.17 · Extermin...	-2,999.98
TOTAL						-2,999.98

10:35 AM

08/08/18

Green Bay Housing Authority

Check Detail

July 2018

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	4670	07/19/2018	TIME WARNER CA...	1424 Admria...	1111.01 · General ...	
Bill	703250601071218	07/12/2018		internet	4230.00 · Ten Ser-...	-89.99
TOTAL						-89.99
Bill Pmt -Check	4671	07/19/2018	WISCONSIN PUBL...		1111.01 · General ...	
Bill	July UR's	07/01/2018		1009 Crooks ...	4320.01 · Utility Rei...	-87.00
				1014 Pine - ...	4320.01 · Utility Rei...	-86.00
				1440 Univers...	4320.01 · Utility Rei...	-89.00
				1424 Univers...	4320.01 · Utility Rei...	-89.00
				836 Cora - M...	4320.01 · Utility Rei...	-80.00
				325 N Ashlan...	4320.01 · Utility Rei...	-240.00
				1337 Univers...	4320.01 · Utility Rei...	-114.00
				1016 Pine - ...	4320.01 · Utility Rei...	-71.00
				839 Christian...	4320.01 · Utility Rei...	-80.00
				837 Christian...	4320.01 · Utility Rei...	-80.00
				1100 Pine - I...	4320.01 · Utility Rei...	-40.00
				509 S Maple ...	4320.01 · Utility Rei...	-11.00
				913 N Chest...	4320.01 · Utility Rei...	-89.00
				912 S Oakla...	4320.01 · Utility Rei...	-104.00
Bill	7/2/18-2671-00002	07/02/2018		1424 Admiral...	4320.00 · Electricity	-5,752.24
				1424 Admiral...	4330.00 · Gas	-385.04
Bill	7/2/18-2671-00036	07/02/2018		1424 Admiral...	4320.00 · Electricity	-304.54
Bill	7/13/18-2671-00009	07/13/2018		1125 University	4320.00 · Electricity	-8.98
				1125 University	4330.00 · Gas	-10.63
TOTAL						-7,721.43

Green Bay Housing Authority

Budget vs. Actual

Summary

Jul-18

	COCC		Mason Manor		RevBonds		ScSite		TOTAL	
	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget
Total Income	14,111.29	172,926.04	61,033.56	758,000.08	0.00	24,955.00	24,709.31	293,764.00	99,854.16	1,249,645.12
Total Expense	6,710.45	176,070.00	58,428.46	1,020,050.04	0.00	153,775.00	58,146.91	545,501.00	123,285.82	1,895,396.04
Net Income	7,400.84	-3,143.96	2,605.10	-262,049.96	0.00	-128,820.00	-33,437.60	-251,737.00	-23,431.66	-645,750.92

Reserve Spreadsheet

	MM	SS
6/30/2016 Audited FASS	791,883	363,096
YTD Net Income/(loss)	2,605	(33,438)
Without Depreciation		
Committed Funds	(150,000)	-
Remaining Projects	-	(12,482)
Subtotal	644,488	317,176
Transfer	-	-
Projected Reserve	644,488	317,176
6 Month Expenses	466,975	247,171
Excess/shortfall	177,513	70,006
	☺	☺

Green Bay Housing Authority Budget vs. Actual Detail

	COCC				Mason Manor			
	YTD	Budget	\$ Over Budget	% of Budget	YTD	Budget	\$ Over Budget	% of Budget
Income								
2802.00 · Hud Contributions	0.00	0.00	0.00	0.0%	14,602.00	137,622.00	-123,020.00	10.61%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	42,300.00	461,000.00	-418,700.00	9.18%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.0%	492.00	4,620.00	-4,128.00	10.65%
3510.00 · Management Fee Revenue	10,588.79	128,981.04	-118,392.25	8.21%	0.00	0.00	0.00	0.0%
3520.00 · Asset Management Rev	2,030.00	24,240.00	-22,210.00	8.38%	0.00	0.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	1,492.50	18,180.00	-16,687.50	8.21%	0.00	0.00	0.00	0.0%
3610.00 · Int Income	0.00	1,500.00	-1,500.00	0.0%	0.00	8,000.00	-8,000.00	0.0%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.0%	500.00	8,000.00	-7,500.00	6.25%
3690.01 · Other Income - Ins Dividends	0.00	25.00	-25.00	0.0%	0.00	800.00	-800.00	0.0%
3690.02 · Other Income	0.00	0.00	0.00	0.0%	434.00	7,000.00	-6,566.00	6.2%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%	2,705.56	130,958.08	-128,252.52	2.07%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	14,111.29	172,926.04	-158,814.75	8.16%	61,033.56	758,000.08	-696,966.52	8.05%
Expense								
4110.00 · Admin Salaries	4,475.29	103,000.00	-98,524.71	4.35%	3,493.86	89,500.00	-86,006.14	3.9%
4120.00 · Compensated Absences	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4130.00 · Legal Expense	0.00	250.00	-250.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	160.79	2,600.00	-2,439.21	6.18%
4140.00 · Staff Training	0.00	10,500.00	-10,500.00	0.0%	778.82	3,800.00	-3,021.18	20.5%
4150.00 · Travel	0.00	1,000.00	-1,000.00	0.0%	0.00	400.00	-400.00	0.0%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	7,928.29	97,055.04	-89,126.75	8.17%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	1,117.50	13,680.00	-12,562.50	8.17%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	1,530.00	18,240.00	-16,710.00	8.39%
4171.00 · Auditing Fees	0.00	1,800.00	-1,800.00	0.0%	0.00	3,600.00	-3,600.00	0.0%
4182.00 · Employee Benefits - Admin	2,012.13	33,000.00	-30,987.87	6.1%	2,166.19	32,000.00	-29,833.81	6.77%
4190.01 · Printing	10.56	1,000.00	-989.44	1.06%	103.57	2,500.00	-2,396.43	4.14%
4190.02 · Postage	12.47	250.00	-237.53	4.99%	0.00	1,000.00	-1,000.00	0.0%
4190.03 · Paper & Office Supplies	0.00	750.00	-750.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
4190.04 · Publications	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	0.00	500.00	-500.00	0.0%	0.00	50.00	-50.00	0.0%
4190.06 · Computer Support	0.00	5,000.00	-5,000.00	0.0%	0.00	9,000.00	-9,000.00	0.0%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	46.51	1,250.00	-1,203.49	3.72%
4190.08 · Marketing	0.00	2,000.00	-2,000.00	0.0%	880.00	2,300.00	-1,420.00	38.26%
4190.10 · Miscellaneous	0.00	15,000.00	-15,000.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
4210.00 · Ten Ser-Salary	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4220.00 · Ten Ser-Recr Etc	0.00	0.00	0.00	0.0%	156.00	1,500.00	-1,344.00	10.4%
4220.01 · Ten Ser - Resident Part	0.00	0.00	0.00	0.0%	203.13	3,000.00	-2,796.87	6.77%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.0%	539.99	22,500.00	-21,960.01	2.4%
4310.00 · Water	0.00	0.00	0.00	0.0%	0.00	36,000.00	-36,000.00	0.0%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	6,056.78	65,000.00	-58,943.22	9.32%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.0%	0.00	32,000.00	-32,000.00	0.0%
4330.00 · Gas	0.00	0.00	0.00	0.0%	385.04	3,750.00	-3,364.96	10.27%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	0.00	129,500.00	-129,500.00	0.0%
4410.00 · Maint - Labor	0.00	100.00	-100.00	0.0%	8,051.53	25,000.00	-16,948.47	32.21%
4420.00 · Maint - Supplies	0.00	0.00	0.00	0.0%	158.50	10,000.00	-9,841.50	1.59%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	203.00	2,500.00	-2,297.00	8.12%
4430.01 · Maint - Non-Contract	0.00	800.00	-800.00	0.0%	22.11	2,000.00	-1,977.89	1.11%
4430.03 · Maint - Truck Maint	0.00	0.00	0.00	0.0%	359.61	3,000.00	-2,640.39	11.99%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
4430.10 · Heating and Cooling	0.00	0.00	0.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	0.00	10,500.00	-10,500.00	0.0%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.14 · Unit Turnaround	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4430.15 · Electrical	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	0.00	0.00	0.00	0.0%	0.00	2,750.00	-2,750.00	0.0%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	4,819.98	25,000.00	-20,180.02	19.28%
4430.18 · Appliances	0.00	0.00	0.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
4430.19 · Garbage & Trash Removal	0.00	0.00	0.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	0.00	0.00	0.00	0.0%	3,567.26	47,000.00	-43,432.74	7.59%
4480.00 · Protect Service	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
4510.00 · Insurance Expense - Property	0.00	0.00	0.00	0.0%	9,794.00	8,500.00	1,294.00	115.22%
4510.01 · Insurance Expenses - Liability	200.00	125.00	75.00	160.0%	5,906.00	5,800.00	106.00	101.83%
4520.00 · PILOT	0.00	0.00	0.00	0.0%	0.00	33,750.00	-33,750.00	0.0%
4530.00 · Bank Fees	0.00	145.00	-145.00	0.0%	0.00	1,025.00	-1,025.00	0.0%
4572.00 · Bad Debt - Tenant Rents	0.00	0.00	0.00	0.0%	0.00	13,000.00	-13,000.00	0.0%
4590.00 · Other General	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%

Green Bay Housing Authority
Budget vs. Actual Detail

	COCC				Mason Manor			
	YTD	Budget	\$ Over Budget	% of Budget	YTD	Budget	\$ Over Budget	% of Budget
4800.00 · Depreciation Expense	0.00	650.00	-650.00	0.0%	0.00	215,000.00	-215,000.00	0.0%
9120.00 · Transfers Out	0.00	0.00	0.00	0.0%	0.00	25,000.00	-25,000.00	0.0%
Total Expense	6,710.45	176,070.00	-169,359.55	3.81%	58,428.46	1,020,050.04	-961,621.58	5.73%
Net Income/(Loss)	7,400.84	-3,143.96	10,544.80	-235.4%	2,605.10	-262,049.96	264,655.06	-0.99%
	0.00				0.00			

Green Bay Housing Authority Budget vs. Actual Detail

	RevBonds				ScSite			
	YTD	Budget	\$ Over Budget	% of Budget	YTD	Budget	\$ Over Budget	% of Budget
Income								
2802.00 · Hud Contributions	0.00	0.00	0.00	0.0%	10,679.00	135,492.00	-124,813.00	7.88%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	12,550.00	118,772.00	-106,222.00	10.57%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
3510.00 · Management Fee Revenue	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
3520.00 · Asset Management Rev	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
3610.00 · Int Income	0.00	10,000.00	-10,000.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
3690.01 · Other Income - Ins Dividends	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
3690.02 · Other Income	0.00	14,955.00	-14,955.00	0.0%	1,480.31	7,500.00	-6,019.69	19.74%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%	0.00	25,000.00	-25,000.00	0.0%
Total Income	0.00	24,955.00	-24,955.00	0.0%	24,709.31	293,764.00	-269,054.69	8.41%
Expense								
4110.00 · Admin Salaries	0.00	2,000.00	-2,000.00	0.0%	3,891.35	62,000.00	-58,108.65	6.28%
4120.00 · Compensated Absences	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4130.00 · Legal Expense	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	945.67	3,000.00	-2,054.33	31.52%
4140.00 · Staff Training	0.00	0.00	0.00	0.0%	778.82	3,800.00	-3,021.18	20.5%
4150.00 · Travel	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	2,660.50	31,926.00	-29,265.50	8.33%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	375.00	4,500.00	-4,125.00	8.33%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	500.00	6,000.00	-5,500.00	8.33%
4171.00 · Auditing Fees	0.00	525.00	-525.00	0.0%	0.00	3,400.00	-3,400.00	0.0%
4182.00 · Employee Benefits - Admin	0.00	750.00	-750.00	0.0%	1,732.93	22,500.00	-20,767.07	7.7%
4190.01 · Printing	0.00	0.00	0.00	0.0%	10.57	500.00	-489.43	2.11%
4190.02 · Postage	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4190.03 · Paper & Office Supplies	0.00	0.00	0.00	0.0%	0.00	800.00	-800.00	0.0%
4190.04 · Publications	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	0.00	0.00	0.00	0.0%	0.00	50.00	-50.00	0.0%
4190.06 · Computer Support	0.00	0.00	0.00	0.0%	0.00	6,000.00	-6,000.00	0.0%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	46.50	1,100.00	-1,053.50	4.23%
4190.08 · Marketing	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4190.10 · Miscellaneous	0.00	500.00	-500.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4210.00 · Ten Ser-Salary	0.00	45,000.00	-45,000.00	0.0%	0.00	0.00	0.00	0.0%
4220.00 · Ten Ser-Recr Etc	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4220.01 · Ten Ser - Resident Part	0.00	0.00	0.00	0.0%	0.00	1,250.00	-1,250.00	0.0%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4310.00 · Water	0.00	0.00	0.00	0.0%	282.91	25,000.00	-24,717.09	1.13%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	8.98	3,000.00	-2,991.02	0.3%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.0%	1,260.00	3,000.00	-1,740.00	42.0%
4330.00 · Gas	0.00	0.00	0.00	0.0%	10.63	10,000.00	-9,989.37	0.11%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	108.72	48,500.00	-48,391.28	0.22%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.0%	2,684.84	11,000.00	-8,315.16	24.41%
4420.00 · Maint - Supplies	0.00	0.00	0.00	0.0%	0.00	20,000.00	-20,000.00	0.0%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	1,357.50	2,000.00	-642.50	67.88%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.0%	405.00	2,500.00	-2,095.00	16.2%
4430.03 · Maint - Truck Maint	0.00	0.00	0.00	0.0%	359.61	0.00	359.61	100.0%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.0%	0.00	750.00	-750.00	0.0%
4430.10 · Heating and Cooling	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%	0.00	11,000.00	-11,000.00	0.0%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.14 · Unit Turnaround	0.00	0.00	0.00	0.0%	0.00	750.00	-750.00	0.0%
4430.15 · Electrical	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	0.00	0.00	0.00	0.0%	238.00	750.00	-512.00	31.73%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
4430.18 · Appliances	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4430.19 · Garbage & Trash Removal	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	0.00	105,000.00	-105,000.00	0.0%	0.00	5,600.00	-5,600.00	0.0%
4433.00 · Emp Ben Contr-ord maint	0.00	0.00	0.00	0.0%	1,550.38	16,000.00	-14,449.62	9.69%
4480.00 · Protect Service	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	0.00	0.00	0.00	0.0%	35,829.00	37,000.00	-1,171.00	96.84%
4510.01 · Insurance Expenses - Liability	0.00	0.00	0.00	0.0%	3,110.00	3,600.00	-490.00	86.39%
4520.00 · PILOT	0.00	0.00	0.00	0.0%	0.00	27,225.00	-27,225.00	0.0%
4530.00 · Bank Fees	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4572.00 · Bad Debt - Tenant Rents	0.00	0.00	0.00	0.0%	0.00	12,000.00	-12,000.00	0.0%
4590.00 · Other General	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%

Green Bay Housing Authority
Budget vs. Actual Detail

	RevBonds				ScSite			
	YTD	Budget	\$ Over Budget	% of Budget	YTD	Budget	\$ Over Budget	% of Budget
4800.00 · Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	149,000.00	-149,000.00	0.0%
9120.00 · Transfers Out	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	0.00	153,775.00	-153,775.00	0.0%	58,146.91	545,501.00	-487,354.09	10.66%
Net Income/(Loss)	0.00	-128,820.00	128,820.00	0.0%	-33,437.60	-251,737.00	218,299.40	13.28%
	0.00				0.00			

Green Bay Housing Authority Budget vs. Actual Detail

	TOTAL			
	YTD	Budget	\$ Over Budget	% of Budget
Income				
2802.00 · Hud Contributions	25,281.00	273,114.00	-247,833.00	9.26%
3110.00 · Dwelling Rental	54,850.00	579,772.00	-524,922.00	9.46%
3120.00 · Excess Utilities	492.00	4,620.00	-4,128.00	10.65%
3510.00 · Management Fee Revenue	10,588.79	128,981.04	-118,392.25	8.21%
3520.00 · Asset Management Rev	2,030.00	24,240.00	-22,210.00	8.38%
3530.00 · BookKeeping Fee Rev	1,492.50	18,180.00	-16,687.50	8.21%
3610.00 · Int Income	0.00	24,500.00	-24,500.00	0.0%
3690.00 · Other Income - Tenants	500.00	8,000.00	-7,500.00	6.25%
3690.01 · Other Income - Ins Dividends	0.00	2,825.00	-2,825.00	0.0%
3690.02 · Other Income	1,914.31	29,455.00	-27,540.69	6.5%
3690.03 · Cell Tower Rent	2,705.56	130,958.08	-128,252.52	2.07%
9110.00 · Transfers In	0.00	25,000.00	-25,000.00	0.0%
Total Income	99,854.16	1,249,645.12	-1,149,790.96	7.99%
Expense				
4110.00 · Admin Salaries	11,860.50	256,500.00	-244,639.50	4.62%
4120.00 · Compensated Absences	0.00	2,000.00	-2,000.00	0.0%
4130.00 · Legal Expense	0.00	3,750.00	-3,750.00	0.0%
4130.01 · Investigations Expense	1,106.46	5,600.00	-4,493.54	19.76%
4140.00 · Staff Training	1,557.64	18,100.00	-16,542.36	8.61%
4150.00 · Travel	0.00	1,900.00	-1,900.00	0.0%
4160.00 · Management Fee	10,588.79	128,981.04	-118,392.25	8.21%
4163.00 · BookKeeping Fee	1,492.50	18,180.00	-16,687.50	8.21%
4165.00 · Asset Management Fee	2,030.00	24,240.00	-22,210.00	8.38%
4171.00 · Auditing Fees	0.00	9,325.00	-9,325.00	0.0%
4182.00 · Employee Benefits - Admin	5,911.25	88,250.00	-82,338.75	6.7%
4190.01 · Printing	124.70	4,000.00	-3,875.30	3.12%
4190.02 · Postage	12.47	2,250.00	-2,237.53	0.55%
4190.03 · Paper & Office Supplies	0.00	3,050.00	-3,050.00	0.0%
4190.04 · Publications	0.00	200.00	-200.00	0.0%
4190.05 · Membership Dues & Fees	0.00	600.00	-600.00	0.0%
4190.06 · Computer Support	0.00	20,000.00	-20,000.00	0.0%
4190.07 · Tele Fax & Comm	93.01	2,350.00	-2,256.99	3.96%
4190.08 · Marketing	880.00	4,300.00	-3,420.00	20.47%
4190.10 · Miscellaneous	0.00	18,500.00	-18,500.00	0.0%
4210.00 · Ten Ser-Salary			0.00	0.0%
4220.00 · Ten Ser-Recr Etc	156.00	1,500.00	-1,344.00	10.4%
4220.01 · Ten Ser - Resident Part	203.13	4,250.00	-4,046.87	4.78%
4230.00 · Ten Ser-Contrs	539.99	22,500.00	-21,960.01	2.4%
4310.00 · Water	282.91	61,000.00	-60,717.09	0.46%
4320.00 · Electricity	6,065.76	68,000.00	-61,934.24	8.92%
4320.01 · Utility Reimbursements	1,260.00	35,000.00	-33,740.00	3.6%
4330.00 · Gas	395.67	13,750.00	-13,354.33	2.88%
4390.00 · Other Utilities	108.72	178,000.00	-177,891.28	0.06%
4410.00 · Maint - Labor	10,736.37	36,100.00	-25,363.63	29.74%
4420.00 · Maint - Supplies	158.50	30,000.00	-29,841.50	0.53%
4430.00 · Maint - Contracts	1,560.50	4,500.00	-2,939.50	34.68%
4430.01 · Maint - Non-Contract	427.11	5,300.00	-4,872.89	8.06%
4430.03 · Maint - Truck Maint	719.22	3,000.00	-2,280.78	23.97%
4430.09 · Fire Protection - Maint	0.00	2,250.00	-2,250.00	0.0%
4430.10 · Heating and Cooling	0.00	3,500.00	-3,500.00	0.0%
4430.11 · Snow Removal	0.00	10,500.00	-10,500.00	0.0%
4430.12 · Elevator Maintenance	0.00	13,000.00	-13,000.00	0.0%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%
4430.14 · Unit Turnaround	0.00	1,750.00	-1,750.00	0.0%
4430.15 · Electrical	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	238.00	3,500.00	-3,262.00	6.8%
4430.17 · Extermination	4,819.98	27,000.00	-22,180.02	17.85%
4430.18 · Appliances	0.00	4,000.00	-4,000.00	0.0%
4430.19 · Garbage & Trash Removal	0.00	4,000.00	-4,000.00	0.0%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	0.00	110,600.00	-110,600.00	0.0%
4433.00 · Emp Ben Contr-ord maint	5,117.64	63,000.00	-57,882.36	8.12%
4480.00 · Protect Service	0.00	500.00	-500.00	0.0%
4510.00 · Insurance Expense - Property	45,623.00	45,500.00	123.00	100.27%
4510.01 · Insurance Expenses - Liability	9,216.00	9,525.00	-309.00	96.76%
4520.00 · PILOT	0.00	60,975.00	-60,975.00	0.0%
4530.00 · Bank Fees				
4572.00 · Bad Debt - Tenant Rents				
4590.00 · Other General	0.00	0.00	0.00	0.0%

Green Bay Housing Authority
Budget vs. Actual Detail

TOTAL				
	YTD	Budget	\$ Over Budget	% of Budget
4800.00 · Depreciation Expense	0.00	364,650.00	-364,650.00	0.0%
9120.00 · Transfers Out	0.00	25,000.00	-25,000.00	0.0%
Total Expense	123,285.82	1,895,396.04	-1,772,110.22	6.5%
Net Income/(Loss)	-23,431.66	-645,750.92	622,319.26	3.63%

Green Bay Housing Authority
CFP Report
August-18

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	
Mason Manor	66,967.06	97,500.00	125,257.32	205,571.00		495,295.38
Scattered Sites	16,318.95	38,168.75	79,049.00	111,000.00		244,536.70
	83,286.01	135,668.75	204,306.32	316,571.00	-	
Obligation Date	4/12/2017	4/12/2018	6/30/2019	5/29/2020		
Grant End Date	4/12/2019	4/12/2020	6/30/2021	5/29/2022		
Grant Amount	\$187,845	\$190,918	\$207,049	\$ 316,571		



1723 Murphy Court, Green Bay, WI 54303 • Phone: 920-494-9910 • www.LanganAndAssociates.com

August 3, 2018

Robyn A Hallet
Housing Administrator
Green Bay and Brown County Housing Authority
100 N Jefferson Street Room 608
Green Bay, WI 54301

Re: Monthly Report

Ms. Hallet,

For the month of July 2018 there were 24 Green Bay Housing applications reviewed. They were:

- 24** Applications were for Mason Manor.
- 2** Fraud investigations are still open.

Should there be any questions please feel free to contact me at (920) 639-6667.

Respectfully submitted,

Ken Brodhagen

Ken Brodhagen, Investigator
Langan & Associates, Inc.

This document is confidential and intended for the use of the listed recipient only.

**GREEN BAY HOUSING AUTHORITY
(AUGUST 2018)**

			MASON MANOR VACANCIES (2 TOTAL)		
UNIT	MOVEOUT	BEDRM	NEW LEASE	MOVE OUT REASON	CURRENT STATUS OF UNIT
###	6/1/2018	1	08/24/18	EVICTON - SMOKING VIOLATION	UNIT TURNOVER
###	6/30/2018	LG1	?	BOUGHT A HOME	UNIT TURNOVER
			SCATTERED SITES VACANCIES (1 TOTAL)		
###	7/31/2018	3	09/14/18	NONRENEWAL OF LEASE	UNIT TURNOVER
UPCOMING VACANCIES			APPLICATIONS INFO		
	MASON MANOR (2 TOTAL)		MM APPLICANTS:		TOTAL
	UNITS	STATUS		1 bedroom (38-BC; 8-non BC)	46
	###	SMOKING VIOLATION		2 bedroom (0-BC; 0-non BC)	0
	###	NURSING HOME			
	SCATTERED S. (1 TOTAL)		SS APPLICANTS:		TOTAL
	UNITS	STATUS		2 bedroom (50-BC; 25-non BC)	75
	###	NONPAYMENT OF RENT		3 bedroom (28- BC; 10-non BC)	38
				4 bedroom (5- BC; 3-non BC)	8
	OCCUPANY RATES		HUD		
	MM	SS	GBHA	MM	SS
Aug	86.84%	88.00%	87.42%	89.47%	88.00%
Sept	88.82%	88.00%	88.41%	91.45%	88.00%
Oct	90.13%	86.00%	88.07%	90.79%	86.00%
Nov	90.79%	90.00%	90.39%	91.45%	90.00%
Dec	93.42%	92.00%	92.71%	94.08%	92.00%
Jan	92.11%	92.00%	92.05%	92.76%	92.00%
Feb	92.76%	94.00%	93.38%	93.42%	94.00%
March	94.08%	100.00%	97.04%	94.74%	100.00%
April	99.34%	100.00%	99.67%	100.00%	100.00%
May	97.37%	100.00%	98.68%	98.03%	100.00%
June	98.03%	98.00%	98.01%	98.03%	98.00%
July	98.03%	100.00%	99.01%	98.03%	100.00%
TOTAL	93.48%	94.00%	93.74%	94.35%	94.00%

MASON MANOR BED BUG REPORT: AUGUST 2018

PEST CONTROL AGENCY	TYPE OF SERVICE	LAST DATE OF SERVICE	NOTES
The Bug Blaster	Chemical	7/30/2018	7 units currently being treated
Sandberg K9 Solutions	Canine	6/25/2018 - 6/29/2018	Next quarterly will be October 2018

MASON MANOR CURRENT TREATMENT		
PEST CONTROL AGENCY	# OF UNITS TREATED BY FLOOR	
The Bug Blaster	1st: 0	5th: 1
TYPE OF TREATMENT	2nd: 1	6th: 1
Chemical	3rd: 0	7th: 1
	4th: 2	8th: 1

OVERNIGHT TREATMENT (10PM-1AM)		
PEST CONTROL AGENCY	TREATMENT AREA	TREATMENT DATES
The Bug Blaster	All common areas, hallways, and community rooms	Nothing scheduled at this time

# OF UNITS THAT HAVE BEEN SEALED/CAULKED	152
# OF TENANTS THAT HAVE RECEIVED FINAL WARNING	0
# OF TENANTS IN EVICTION PROCESS DUE TO BEDBUGS	0



Report to the
Housing Authority
of the City of Green Bay

MEETING DATE

August 23, 2018

PREPARED BY

Robyn Hallet, Staff

AGENDA ITEM # E.7.

Updates on the Brown County Homeless and Housing Coalition.

BACKGROUND

As discussed previously, the Brown County Homeless and Housing Coalition (the Coalition) is a local collaboration of homeless and housing service providers and other interested community members. The Coalition's mission is providing leadership in the development, advocacy, and coordination of community strategies to prevent and end homelessness. The Green Bay Housing Authority is an active member of the Coalition. The Coalition's goals are to prevent and end homelessness by: 1) Encouraging and providing opportunities for coordinated and collaborative services for system improvement and innovation; 2) Educate our community on the housing strengths and needs experienced by those at-risk or experiencing homelessness; and 3) Identify, evaluate, and respond to gaps in the housing continuum.

The Coalition is a part of the larger Wisconsin Balance of State Continuum of Care (CoC). Wisconsin has 4 CoC's: Milwaukee, Dane, Racine, and the Balance of State, which includes the remaining areas of the State. Brown County is the largest local coalition within the WI Balance of State CoC.

Staff will occasionally be providing the Authority with updates regarding the Coalition. A recent update to report is that the Coalition has been successful in securing two grants which will allow the Coalition, for the first time in their 30 year history, to employ staff. The Coalition will hire two part time positions: one leadership position (job title yet to be determined) and one Coordinated Entry Specialist. The addition of these positions will drastically impact the effectiveness of the Coalition in reaching its goals because staff will be able to dedicate their time and attention to the Coalition instead of service providers contributing volunteer hours, which has been the case up until now.

RECOMMENDATION

No action necessary.

FISCAL IMPACT

None

ATTACHMENTS

None