



AGENDA OF THE GREEN BAY HOUSING AUTHORITY

THURSDAY, JULY 16, 2020, 10:30 AM

Telephonic Meeting

Public may also view at

www.youtube.com/CityOfGreenBay

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

- I. William VandeCastle - Chair, Terri Refsguard - Vice Chair, Sandra Popp, Erin Edwards and Stephen Srubas

C. Approval of the Agenda.

- I. Approval of the agenda for the July 16, 2020, meeting of the Green Bay Housing Authority.

D. Approval of Minutes.

- I. Approval of the minutes from the May 21, 2020, meeting of the Green Bay Housing Authority.

E. Regular Business.

- I. Consideration with possible action on creation of separate entity as required for Section 18 application.
2. Consideration with possible action on writing off delinquent tenant accounts effective June 30, 2020.

F. Informational.

- I. GBHA Bills.

2. GBHA Financial Report.
3. Langan Report.
4. Director's Report.
5. Occupancy Report for the month of July.
6. Date of next meeting: August 20, 2020.

G. 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 Common Council will attend this Green Bay Housing Authority meeting and will constitute a meeting of the Common Council 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.

Virtual Meeting Instructions



Green Bay Housing Authority 7-16-20

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/81847971717?pwd=d0JkYVEzalRnV1d5aWRRdEpRN09TUT09>

Meeting ID: 818 4797 1717

Password: 122041

One tap mobile

+13017158592,,81847971717#,,,,0#,,122041# US (Germantown)

+13126266799,,81847971717#,,,,0#,,122041# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 818 4797 1717

Password: 122041

Find your local number: <https://us02web.zoom.us/j/81847971717?pwd=d0JkYVEzalRnV1d5aWRRdEpRN09TUT09>

Additional Information

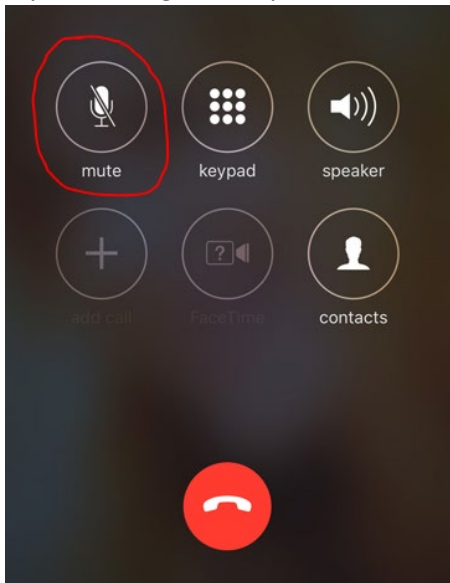
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





MINUTES OF THE GREEN BAY HOUSING AUTHORITY

THURSDAY, MAY 21, 2020, 10:30 AM

Telephonic Meeting

public may also view at

www.youtube.com/CityOfGreenBay

A. VIRTUAL MEETING INFORMATION.

I. Please find information to join this meeting via "zoom meeting" along with instructions.

B. ROLL CALL.

I. William VandeCastle - Chair, Terri Refsguard - Vice Chair, Sandra Popp, Mary Borowitz and Stephen Srubas

Members present: William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, Excused:None, Absent: None

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the May 21, 2020, meeting of the Green Bay Housing Authority.

Moved by Stephen Srubas and seconded by William VandeCastle to approve of the agenda for the May, 2020 meeting of the Green Bay Housing Authority.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the April 23, 2020, meeting of the Green Bay Housing Authority.

Moved by Stephen Srubas and seconded by William VandeCastle to approve of the minutes from the April 23, 2020 meeting of the Green Bay Housing Authority.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No

E. REGULAR BUSINESS.

I. Consideration with possible action on approval of GBHA operating budget and Budget Resolution No. 20-03, for Fiscal Year Beginning July 1, 2020.

Moved by Stephen Srubas and seconded by Mary Borowitz to approve of the GBHA budget and Budget Resolution No. 20-03, for Fiscal Year Beginning July 1, 2020.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No

2. Consideration with possible action on Passbook Savings Rate.

Moved by William VandeCastle and seconded by Mary Borowitz to approve of the action on Passbook Savings Rate.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No

3. Consideration with possible action on creation of separate entity as required for Section 18 application.

Moved by William VandeCastle and seconded by Sandra Popp to open the floor for the public to speak.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No

Moved by Sandra Popp and seconded by William VandeCastle to close the floor for public discussion.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No

Moved by Sandra Popp and seconded by Mary Borowitz to seek outside counsel regarding the creation of an entity for the section 18 project.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No

F. INFORMATIONAL.

1. GBHA Bills.

Stephanie Schmutzer presented the GBHA Bills. No action needed.

2. GBHA Financial Report.

Stephanie Schmutzer presented the GBHA's Financial Report. No action needed.

3. Langan Report.

Jayne Valentine presented the Langan Report. No action needed.

4. Director's Report.

Cheryl Renier-Wigg presented the Director's Report. No action needed.

5. Occupancy Report for the month of May.

Jayne Valentine reported the Occupancy report for the month of May. No action needed.

6. Date of next meeting: June 18, 2020.

G. ADJOURNMENT.

Moved by Mary Borowitz and seconded by Stephen Srubas to adjourn the Green Bay Housing Authority meeting.

Motion carried. Yes-William VandeCastle, Mary Borowitz, Terri Refsguard, Stephen Srubas, Sandra Popp, No:None, Abstain: No



Report to the
Housing Authority
of the City of Green Bay

MEETING DATE

July 16, 2020

PREPARED BY

Cheryl Renier-Wigg, Staff

AGENDA ITEM # E.I

Consideration with possible action on creation of separate entity as required for Section 18 application.

BACKGROUND

The GBHA will need to create a separate entity for purposes of submitting the application for the Section 18 repositioning. This entity will be the managing entity for the project based vouchers. Baker Tilly provided a recommendation and presented it at the last meeting. The Board recommended that the GBHA obtain separate legal counsel to provide an opinion as well.

Staff received a recommendation for outside Counsel from the City Attorney and have hired Davis and Kuelthau Law Firm. Attorney Tim Feldhausen from the firm will provide a written opinion as to what entity the GBHA should form to facilitate the Section 18 repositioning of our Scattered Site units. He believes a single member LLC would be an appropriate entity. Due to computers being down with his firm, he may not have a written opinion for the meeting, but will be in attendance to go over his recommendation and answer any questions.

RECOMMENDATION

Staff is recommending approval to the creation of a single member LLC for the repositioning of Scattered Site housing.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Housing Authority
of the City of Green Bay

MEETING DATE

July 16, 2020

PREPARED BY

Stephanie Schmutzer, Staff

AGENDA ITEM # E.2

Consideration with possible action on writing off delinquent tenant accounts effective June 30, 2020.

BACKGROUND

Seeking approval to write-off delinquent inactive tenant accounts. Although the GBHA will continue to pursue collection of these accounts, writing them off will reduce the amount of accounts receivable that we carry on our general ledger. These accounts will be entered into the Tax Refund Interception Program (TRIP) with the State for collections unless a repayment agreement is made.

RECOMMENDATION

Staff is recommending approval to write-off tenant balances of \$961.00 for Scattered Sites and \$3,871.64 for Mason Manor effective June 30, 2020.

FISCAL IMPACT

ATTACHMENTS

- I. Write-offs

Green Bay Housing Authority
Tenant Write-offs

Scattered Sites	Address	DR	Other	Amount	Move Out Date	Approved
		\$ 501.00	\$ 460.00	\$ 961.00	4/7/2020	
				\$ -		
				\$ -		
				\$ -		
				\$ -		
		\$ 501.00	\$ 460.00	\$ 961.00		
Mason Manor	Address			Amount	Move Out Date	Approved
		\$ -	\$ 479.91	\$ 479.91	4/15/2020	
		\$ 48.00	\$ 220.00	\$ 268.00	2/1/2020	
		\$ 446.00	\$ 414.54	\$ 860.54	2/14/2020	
		\$ 115.00	\$ 473.65	\$ 588.65	2/13/2020	
		\$ 90.00	\$ 659.54	\$ 749.54	2/4/2020	
		\$ 183.00	\$ 195.00	\$ 378.00	2/3/2020	
		\$ 100.00	\$ 60.00	\$ 160.00	1/1/2020	
		\$ 17.00	\$ 370.00	\$ 387.00	3/1/2020	
				\$ -		
		\$ 999.00	\$ 2,872.64	\$ 3,871.64		

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07/10/20

Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5704	06/03/2020	BELSON CO	1424 Admira...	1111.01 · General ...	
Bill	366391	05/15/2020		cleaner/garb...	4420.00 · Maint - S...	-554.08
TOTAL						-554.08
Bill Pmt -Check	5705	06/03/2020	CELLCOM	cell bill	1111.01 · General ...	
Bill	286803	05/15/2020		cell bill	4190.07 · Tele Fax...	-44.98
				cell bill	4190.07 · Tele Fax...	-94.31
TOTAL						-139.29
Bill Pmt -Check	5706	06/03/2020	CITY OF GREEN B...		1111.01 · General ...	
Bill	970-12420	04/02/2020		mulch	4430.13 · Landscap...	-378.00
Bill	970-12420	04/06/2020		wallplates/po...	4420.00 · Maint - S...	-155.94
Bill	970-12420	04/07/2020		bakground ch...	4130.01 · Investigat...	-14.28
				background c...	4130.01 · Investigat...	-14.28
Bill	970-12420	04/09/2020		motor & fan	4420.00 · Maint - S...	-51.27
Bill	970-12420	04/14/2020		screws/silico...	4420.00 · Maint - S...	-31.34
Bill	970-12420	04/15/2020		handle	4420.00 · Maint - S...	-27.99
Bill	970-12420	04/15/2020		evelopes & P...	4190.03 · Paper & ...	-77.32
				evelopes & P...	4190.03 · Paper & ...	-77.33
Bill	970-12420	04/17/2020		wood/pvc	4420.00 · Maint - S...	-31.34
Bill	970-12420	04/21/2020		waste manag...	4430.19 · Garbage ...	-410.00
				yellowbook	4190.08 · Marketing	-20.00
Bill	970-12420	04/21/2020		repair trailer ...	4430.03 · Maint - Tr...	-49.97
				repair trailer ...	4430.03 · Maint - Tr...	-49.97
				seeds & fertli...	4430.13 · Landscap...	-126.74
				keys	4420.00 · Maint - S...	-9.95
Bill	970-12420	04/23/2020		washers& nut...	4420.00 · Maint - S...	-35.22
				saw blade/dif...	4420.00 · Maint - S...	-130.09
Bill	970-12420	04/29/2020		stamps	4190.02 · Postage	-165.00
				stamps	4190.02 · Postage	-165.00
				gift cards	4220.01 · Ten Ser -...	-60.00
Bill	970-1242	04/30/2020		copies	4190.01 · Printing	-81.60
				copoes	4190.01 · Printing	-81.61
Bill	970-12420	04/30/2020		lawn equipm...	4430.03 · Maint - Tr...	-494.52
Bill	970-12420	05/01/2020		oil dry	4420.00 · Maint - S...	-4.79
				thermostat	4420.00 · Maint - S...	-26.98
Bill	970-12420	05/06/2020		background c...	4130.01 · Investigat...	-1.02
				background c...	4130.01 · Investigat...	-1.02
Bill	130869	05/07/2020		fuel	4430.03 · Maint - Tr...	-30.55
				fuel	4430.03 · Maint - Tr...	-30.55
Bill	130869	05/07/2020		fuel	4430.03 · Maint - Tr...	-30.55
				fuel	4430.03 · Maint - Tr...	-30.55
Bill	130960	05/12/2020		liabilities	4182.00 · Employe...	-283.47
				liabilities	4182.00 · Employe...	-425.21
				liabilities	4182.00 · Employe...	-425.21
				liabilities	4433.00 · Emp Ben...	-283.47
				liabilities	4433.00 · Emp Ben...	-566.96
Bill	970-12420	05/12/2020		tub spout	4420.00 · Maint - S...	-29.99
Bill	970-12422	04/30/2020		wages	4110.00 · Admin Sa...	-11,791.30
				Benefits	4182.00 · Employe...	-4,166.93
				wages	4700.00 · HUD Car...	-13,694.22
				Benefits	4433.00 · Emp Ben...	-3,563.76
				wages	4110.00 · Admin Sa...	-725.06
				Benefits	4182.00 · Employe...	-235.38
				wages	4700.00 · HUD Car...	-5,146.57
				Benefits	4700.00 · HUD Car...	-1,639.29
				wages	4110.00 · Admin Sa...	-6,712.80
				Benefits	4182.00 · Employe...	-2,268.84
				Benefits	4700.00 · HUD Car...	-806.28

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Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
				wages	4700.00 · HUD Car...	-6,242.14
				Benefits (Jun...	4700.00 · HUD Car...	-1,935.50
TOTAL						-63,837.15
Bill Pmt -Check	5707	06/03/2020	FIRST SUPPLY G...		1111.01 · General ...	
Bill	12200784-00	05/19/2020		masks	4420.00 · Maint - S...	-20.33
				masks	4420.00 · Maint - S...	-20.33
Bill	12200784-01	05/19/2020		masks	4420.00 · Maint - S...	-22.77
				masks	4420.00 · Maint - S...	-22.77
TOTAL						-86.20
Bill Pmt -Check	5708	06/03/2020	GRAINGER	913 chestnut	1111.01 · General ...	
Bill	9536526263	05/19/2020		pump & valve	4420.00 · Maint - S...	-603.09
TOTAL						-603.09
Bill Pmt -Check	5709	06/03/2020	GREEN BAY WAT...		1111.01 · General ...	
Bill	5/13/20-10418-03	05/13/2020		1008 Pine	4390.00 · Other Util...	-58.01
				1008 Pine	4310.00 · Water	-311.61
Bill	5/13/20-10413-04	05/13/2020		1100 Pine	4390.00 · Other Util...	-58.01
				1100 Pine	4310.00 · Water	-280.20
Bill	5/13/20-10417-02	05/13/2020		1014 Pine	4390.00 · Other Util...	-58.01
				1014 Pine	4310.00 · Water	-203.89
Bill	5/13/20-11032-04	05/13/2020		1125 University	4390.00 · Other Util...	-58.01
				1125 University	4310.00 · Water	-107.43
Bill	5/13/20-11033-02	05/13/2020		1121 University	4390.00 · Other Util...	-58.01
				1121 University	4310.00 · Water	-109.14
Bill	5/13/20-10910-03	05/13/2020		1412 University	4390.00 · Other Util...	-58.01
				1412 University	4310.00 · Water	-31.98
Bill	5/13/20-10912-03	05/13/2020		1420 University	4390.00 · Other Util...	-58.01
				1420 University	4310.00 · Water	-140.79
Bill	5/13/20-10914-03	05/13/2020		1448 University	4390.00 · Other Util...	-58.01
				1448 University	4310.00 · Water	-220.81
Bill	5/13/20-33067-001	05/13/2020		1404 University	4390.00 · Other Util...	-58.01
				1404 University	4310.00 · Water	-240.54
Bill	5/13/20-33069-01	05/13/2020		1424 University	4390.00 · Other Util...	-58.01
				1424 University	4310.00 · Water	-227.01
Bill	5/13/20-10911-04	05/13/2020		1416 University	4390.00 · Other Util...	-58.01
				1416 University	4310.00 · Water	-47.30
Bill	5/13/20-33071-01	05/13/2020		1444 University	4390.00 · Other Util...	-58.01
				1444 University	4310.00 · Water	-85.50
Bill	5/13/20-10909-03	05/13/2020		1408 University	4390.00 · Other Util...	-58.01
				1408 University	4310.00 · Water	-274.50
Bill	5/13/20-33068-01	05/13/2020		1410 University	4390.00 · Other Util...	-58.01
				1410 University	4310.00 · Water	-100.27
Bill	5/13/20-33070-01	05/13/2020		1440 University	4390.00 · Other Util...	-58.01
				1440 University	4310.00 · Water	-116.40
Bill	5/13/20-11008-03	05/13/2020		1339 University	4390.00 · Other Util...	-58.01
				1339 University	4310.00 · Water	-223.25
Bill	5/13/20-11007-04	05/13/2020		1341 University	4390.00 · Other Util...	-58.01
				1341 University	4310.00 · Water	-128.61
Bill	5/13/20-11009-03	05/13/2020		1333 University	4390.00 · Other Util...	-58.01
				1333 University	4310.00 · Water	-167.92
Bill	5/13/20-32906-02	05/13/2020		1337 University	4390.00 · Other Util...	-58.01
				1337 University	4310.00 · Water	-262.32
TOTAL						-4,381.66

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07/10/20

Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5710	06/03/2020	Stephanie Schmut...	mileage	1111.01 · General ...	
Bill	4/1-6/3/20	06/03/2020		mileage	4150.00 · Travel	-20.70
TOTAL						-20.70
Bill Pmt -Check	5711	06/03/2020	Wash Multifamily ...	1424 Admira...	1111.01 · General ...	
Bill	SINV00018755	05/01/2020		service	4430.01 · Maint - N...	-185.00
TOTAL						-185.00
Bill Pmt -Check	5712	06/03/2020	WISCONSIN PUBL...		1111.01 · General ...	
Bill	5/11/20-2671-00199	05/11/2020		1341 univeristy	4320.00 · Electricity	-45.88
				1341 univeristy	4330.00 · Gas	-17.33
Bill	5/11/20-2671-00009	05/11/2020		1125 University	4320.00 · Electricity	-35.99
				1125 University	4330.00 · Gas	-31.75
TOTAL						-130.95
Bill Pmt -Check	5713	06/03/2020	Milbach Construct...	Siding and ...	1111.01 · General ...	
Bill	19-1021 final	06/03/2020		1125 Univers...	4430.25 · Unit Repair	-1,945.00
				509 S Maple ...	4430.25 · Unit Repair	-1,911.00
				912 S Oakla...	4430.25 · Unit Repair	-1,025.00
TOTAL						-4,881.00
Bill Pmt -Check	5714	06/18/2020	AT&T	door system	1111.01 · General ...	
Bill	4/23-5/22/20	06/01/2020		door system	4190.07 · Tele Fax...	-45.03
				Door System	4190.07 · Tele Fax...	-45.04
TOTAL						-90.07
Bill Pmt -Check	5715	06/18/2020	Brown County Plu...	1337 Univeri...	1111.01 · General ...	
Bill	6506	05/22/2020		1337 Univers...	4430.25 · Unit Repair	-1,450.00
TOTAL						-1,450.00
Bill Pmt -Check	5716	06/18/2020	CEC		1111.01 · General ...	
Bill	335029	04/20/2020		alarm inspect...	4430.09 · Fire Prote...	-1,425.00
Bill	335241	04/23/2020		batteries	4430.09 · Fire Prote...	-918.20
TOTAL						-2,343.20
Bill Pmt -Check	5717	06/18/2020	CITY OF GREEN B...		1111.01 · General ...	
Bill	130768	04/27/2020		mailings	4190.02 · Postage	-39.43
Bill	130895	05/07/2020		trash cart	4430.19 · Garbage ...	-90.05
Bill	970-12420	05/20/2020		electronics di...	4430.19 · Garbage ...	-268.00
				electronics di...	4430.19 · Garbage ...	-268.00
				mower blade	4430.03 · Maint - Tr...	-15.89
Bill	970-12420	05/20/2020		adapter & gut...	4420.00 · Maint - S...	-45.15
Bill	970-12420	05/21/2020		waste manag...	4430.19 · Garbage ...	-410.00
Bill	970-12420	05/22/2020		yellow book	4190.08 · Marketing	-20.00
Bill	970-12422	05/30/2020		Wages	4110.00 · Admin Sa...	-5,765.10
				Benefits	4182.00 · Employe...	-3,724.61
				Wages	4700.00 · HUD Car...	-8,341.34

12:14 PM

07/10/20

Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
				Benefits	4700.00 · HUD Car...	-3,667.31
				Wages	4700.00 · HUD Car...	-4,248.79
				Benefits	4700.00 · HUD Car...	-1,702.26
				Wages	4700.00 · HUD Car...	-3,650.93
				Benefits	4700.00 · HUD Car...	-1,490.52
				Wages	4110.00 · Admin Sa...	-4,478.00
				Benefits	4182.00 · Employe...	-1,945.75
				wages	4700.00 · HUD Car...	-2,491.85
Bill	970-12420	06/01/2020		copeis	4190.01 · Printing	-81.61
				copies	4190.01 · Printing	-81.60
Bill	970-12420	06/04/2020		drip bowls	4420.00 · Maint - S...	-46.60
Bill	970-12420	06/08/2020		background c...	4130.01 · Investigat...	-4.08
				background c...	4130.01 · Investigat...	-4.08
				paper/ binder...	4190.03 · Paper & ...	-47.02
				paper/ binder...	4190.03 · Paper & ...	-47.02
Bill	131462	06/09/2020		fuel	4430.03 · Maint - Tr...	-13.79
				fuel	4430.03 · Maint - Tr...	-13.79
Bill	970-12420	06/09/2020		plumbing par...	4420.00 · Maint - S...	-63.16
				silicone & parts	4420.00 · Maint - S...	-100.16
Bill	131527	06/10/2020		recycling cart	4430.19 · Garbage ...	-95.00
Bill	970-12420	06/11/2020		keys & locks	4420.00 · Maint - S...	-38.42
TOTAL						-43,299.31
Bill Pmt -Check	5718	06/18/2020	Clean By Design L...	1424 Admiral	1111.01 · General ...	
Bill	1557	06/15/2020		cleaning # 706	4430.00 · Maint - C...	-340.00
				cleaning # 416	4430.00 · Maint - C...	-340.00
TOTAL						-680.00
Bill Pmt -Check	5719	06/18/2020	Ellison Electric Su...	1424 Admira...	1111.01 · General ...	
Bill	1124169	06/10/2020		lights	4420.00 · Maint - S...	-405.76
TOTAL						-405.76
Bill Pmt -Check	5720	06/18/2020	FIRST SUPPLY G...	ss	1111.01 · General ...	
Bill	12210474-00	05/27/2020		flapper kit	4420.00 · Maint - S...	-33.78
TOTAL						-33.78
Bill Pmt -Check	5721	06/18/2020	GRAINGER		1111.01 · General ...	
Bill	9541169638	05/26/2020		fuses/wipes	4420.00 · Maint - S...	-289.75
Bill	9541169653	05/26/2020		drain opener	4420.00 · Maint - S...	-119.00
Bill	9541169661	05/26/2020		vacuum	4420.00 · Maint - S...	-128.00
Bill	9541169679	05/26/2020		tape/towels	4420.00 · Maint - S...	-159.90
Bill	9541601663	05/26/2020		tape	4420.00 · Maint - S...	-39.40
Bill	9550398961	06/04/2020		tape	4420.00 · Maint - S...	-78.80
TOTAL						-814.85
Bill Pmt -Check	5722	06/18/2020	GREEN BAY WAT...		1111.01 · General ...	
Bill	5/26/20-13182-04	05/26/2020		1009 Crooks	4390.00 · Other Util...	-58.01
				1009 Crooks	4310.00 · Water	-223.45
Bill	5/29/20-4665-01	05/29/2020		1424 Admiral...	4390.00 · Other Util...	-342.90
				1424 Admiral...	4310.00 · Water	-3,839.63
TOTAL						-4,463.99

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Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5723	06/18/2020	KONE INC	1424 Admira...	1111.01 · General ...	
Bill	959575822	06/01/2020		maint agree...	4430.12 · Elevator ...	-450.00
TOTAL						-450.00
Bill Pmt -Check	5724	06/18/2020	LANGAN INVESTI...		1111.01 · General ...	
Bill	5/1-5/31/20 ss	06/02/2020		Professional ...	4130.01 · Investigat...	-112.00
Bill	5/1-5/31/20 mm	06/02/2020		Professional ...	4130.01 · Investigat...	-112.00
TOTAL						-224.00
Bill Pmt -Check	5725	06/18/2020	LARSON PAINTING	1424 Admira...	1111.01 · General ...	
Bill	5384	06/02/2020		paint # 602	4430.00 · Maint - C...	-292.80
TOTAL						-292.80
Bill Pmt -Check	5726	06/18/2020	Lindeman's Cleani...		1111.01 · General ...	
Bill	131845	05/22/2020		cleaning drap...	4430.01 · Maint - N...	-68.00
Bill	131844	05/22/2020		cleaining dra...	4430.01 · Maint - N...	-41.31
Bill	133099	06/08/2020		cleaning drap...	4430.01 · Maint - N...	-54.66
Bill	133100	06/08/2020		cleaning drap...	4430.01 · Maint - N...	-68.00
TOTAL						-231.97
Bill Pmt -Check	5727	06/18/2020	Lutheran Social S...	social servic...	1111.01 · General ...	
Bill	150473	05/31/2020		social services	4210.00 · Ten Ser...	-5,557.00
TOTAL						-5,557.00
Bill Pmt -Check	5728	06/18/2020		SD refund	1111.01 · General ...	
Bill	SD refund	06/02/2020		Sd refund - M...	2114.00 · Tenant S...	-200.00
				Pet Dept refu...	2114.02 · Security ...	-250.00
				Key Dept rer...	2114.02 · Security ...	-15.00
TOTAL						-465.00
Bill Pmt -Check	5729	06/18/2020	One Service LLC	1341 Univerity	1111.01 · General ...	
Bill	104	06/03/2020		pest control	4430.17 · Extermin...	-110.00
TOTAL						-110.00
Bill Pmt -Check	5730	06/18/2020	PuroClean	COVID-19	1111.01 · General ...	
Bill	36293	06/02/2020		covid-19 clae...	4190.10 · Miscellan...	-8,153.00
TOTAL						-8,153.00
Bill Pmt -Check	5731	06/18/2020		SD refund	1111.01 · General ...	
Bill	SD refund	06/04/2020		SD refund - ...	2114.00 · Tenant S...	-200.00
TOTAL						-200.00

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Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5732	06/18/2020	TIME WARNER CA...	1424 Admira...	1111.01 · General ...	
Bill	6/2/2020	06/02/2020		cable	4230.00 · Ten Ser-...	-2,619.77
TOTAL						-2,619.77
Bill Pmt -Check	5733	06/18/2020	TRI CITY GLASS	VOID: 1440 ...	1111.01 · General ...	
TOTAL						0.00
Bill Pmt -Check	5734	06/18/2020	Twin Eagle Holdin...	1424 Admira...	1111.01 · General ...	
Bill	130960	05/14/2020		1424 Admiral...	4330.00 · Gas	-2,281.71
TOTAL						-2,281.71
Bill Pmt -Check	5735	06/18/2020	VAN'S FIRE & SAF...	1424 Admira...	1111.01 · General ...	
Bill	4134417	04/21/2020		sprinkler insp...	4430.09 · Fire Prote...	-95.00
TOTAL						-95.00
Bill Pmt -Check	5736	06/18/2020	Wash Multifamily ...	1424 Admira...	1111.01 · General ...	
Bill	SINV-15463	07/23/2019		repair dryer/...	4420.00 · Maint - S...	-302.59
TOTAL						-302.59
Bill Pmt -Check	5737	06/18/2020	WISCONSIN PUBL...		1111.01 · General ...	
Bill	5/26/20-2671-00206	05/26/2020		325 N Ashland	4320.00 · Electricity	-27.44
Bill	5/28/20-2671-00036	05/28/2020		325 N Ashland	4330.00 · Gas	-20.32
Bill	5/28/20-2671-00002	05/28/2020		1424 Admiral...	4320.00 · Electricity	-432.31
Bill				1424 Admiral...	4320.00 · Electricity	-4,053.28
TOTAL						-4,533.35
Bill Pmt -Check	5738	06/24/2020	ACE DRAIN & SE...		1111.01 · General ...	
Bill	15592	06/29/2020		auger main	4430.16 · Plumbing	-165.00
Bill	15600	06/29/2020		auger drain	4430.16 · Plumbing	-861.97
TOTAL						-1,026.97
Bill Pmt -Check	5739	06/24/2020	CELLCOM	Cell bill	1111.01 · General ...	
Bill	416396	06/15/2020		cell bill	4190.07 · Tele Fax...	-44.98
				cell bill	4190.07 · Tele Fax...	-98.42
TOTAL						-143.40

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June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5740	06/24/2020	CITY OF GREEN B...	June wages	1111.01 · General ...	
Bill	970-12422	06/30/2020		Wages	4110.00 · Admin Sa...	-8,589.70
				Benefits	4182.00 · Employe...	-3,926.95
				Wages	4410.00 · Maint - L...	-9,880.48
				Benefits	4433.00 · Emp Ben...	-3,944.67
				Wages	4110.00 · Admin Sa...	-3,915.93
				Benefits	4182.00 · Employe...	-1,499.93
				Wages	4410.00 · Maint - L...	-2,521.38
				Benefits	4433.00 · Emp Ben...	-1,176.80
				Wages	4110.00 · Admin Sa...	-4,546.92
				Benefits	4182.00 · Employe...	-1,978.80
TOTAL						-41,981.56
Bill Pmt -Check	5741	06/24/2020	Ellison Electric Su...		1111.01 · General ...	
Bill	1124968	06/24/2020		lights	4420.00 · Maint - S...	-91.90
Bill	1124961	06/24/2020		lights	4420.00 · Maint - S...	-467.68
TOTAL						-559.58
Bill Pmt -Check	5742	06/24/2020	FIRST SUPPLY G...	1424 Admira...	1111.01 · General ...	
Bill	12210474-01	06/09/2020		flapper kit	4420.00 · Maint - S...	-125.14
TOTAL						-125.14
Bill Pmt -Check	5743	06/24/2020		SD refund	1111.01 · General ...	
Bill	SD refund	06/24/2020		SD refund - ...	2114.00 · Tenant S...	-58.73
				Pet dept refu...	2114.02 · Security ...	-73.41
				Key Dept ref...	2114.02 · Security ...	-7.34
				rent	3110.00 · Dwelling ...	-3.52
TOTAL						-143.00
Bill Pmt -Check	5744	06/24/2020	GRAINGER	ss	1111.01 · General ...	
Bill	9556199348	06/10/2020		batteries	4420.00 · Maint - S...	-47.58
TOTAL						-47.58
Bill Pmt -Check	5745	06/24/2020	GREEN BAY WAT...		1111.01 · General ...	
Bill	6/15/20-20454-02	06/15/2020		1577 Charles	4390.00 · Other Util...	-58.01
				1577 Charles	4310.00 · Water	-253.72
Bill	6/15/20-20802-04	06/15/2020		912 S Oakland	4390.00 · Other Util...	-58.01
				912 S Oakland	4310.00 · Water	-187.71
TOTAL						-557.45
Bill Pmt -Check	5746	06/24/2020	H.J. MARTIN & SO...	1424 Admial...	1111.01 · General ...	
Bill	hj270196	06/17/2020		carpet #706	4430.00 · Maint - C...	-545.40
TOTAL						-545.40

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Green Bay Housing Authority

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June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5747	06/24/2020	Lindeman's Cleani...		1111.01 · General ...	
Bill	134022	06/17/2020		cleaning drea...	4430.01 · Maint - N...	-45.66
Bill	134023	06/17/2020		cleaning drap...	4430.01 · Maint - N...	-68.00
Bill	134230	06/22/2020		repairing dra...	4430.01 · Maint - N...	-30.00
Bill	134231	06/22/2020		reparing drap...	4430.01 · Maint - N...	-15.00
Bill	134535	06/23/2020		cleaining dra...	4430.01 · Maint - N...	-54.66
Bill	134534	06/23/2020		cleaning drap...	4430.01 · Maint - N...	-54.66
Bill	134536	06/23/2020		cleaning drap...	4430.01 · Maint - N...	-59.10
Bill	134797	06/26/2020		repairing dra...	4430.01 · Maint - N...	-15.00
Bill	134796	06/26/2020		repairing dra...	4430.01 · Maint - N...	-15.00
TOTAL						-357.08
Bill Pmt -Check	5748	06/24/2020	MID-STATE SUPPLY		1111.01 · General ...	
Bill	4360277	06/18/2020		cabinets	4420.00 · Maint - S...	-3,348.35
Bill	4361185	06/23/2020		cabinets	4420.00 · Maint - S...	-126.20
TOTAL						-3,474.55
Bill Pmt -Check	5749	06/24/2020	One Service LLC	1424 Admial...	1111.01 · General ...	
Bill	111	06/18/2020		treat # 506	4430.17 · Extermin...	-170.00
TOTAL						-170.00
Bill Pmt -Check	5750	06/24/2020	Robert Salesky	1424 Admial...	1111.01 · General ...	
Bill	6/10/2020	06/10/2020		keys	4420.00 · Maint - S...	-222.00
TOTAL						-222.00
Bill Pmt -Check	5751	06/24/2020	Tri County Overhe...	1440 Univer...	1111.01 · General ...	
Bill	6177815	06/10/2020		springs	4420.00 · Maint - S...	-120.00
TOTAL						-120.00
Bill Pmt -Check	5752	06/24/2020	Wash Multifamily ...	1424 Admial...	1111.01 · General ...	
Bill	sinv00019443	06/10/2020		washer/dryer ...	4420.00 · Maint - S...	-333.13
TOTAL						-333.13
Bill Pmt -Check	5753	06/24/2020	WISCONSIN PUBL...		1111.01 · General ...	
Bill	6/10/20-2671-00199	06/10/2020		1341 Univeristy	4320.00 · Electricity	-56.28
				1341 Univeristy	4330.00 · Gas	-17.33
Bill	6/10/20-2671-00009	06/10/2020		1125 University	4320.00 · Electricity	-31.38
				1125 University	4330.00 · Gas	-18.58
TOTAL						-123.57

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Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5754	06/30/2020	CITY OF GREEN B...		1111.01 · General ...	
Bill	970-12420	06/15/2020		matt/ adhesive	4420.00 · Maint - S...	-42.91
Bill	970-12420	06/16/2020		stamps	4190.02 · Postage	-110.00
				stamps	4190.02 · Postage	-110.00
				paper/moistn...	4190.03 · Paper & ...	-28.32
				paper/moistn...	4190.03 · Paper & ...	-28.32
TOTAL						-319.55
Bill Pmt -Check	5755	06/30/2020	D & D Glass Co. L...		1111.01 · General ...	
Bill	76072	06/09/2020		screen repair	4420.00 · Maint - S...	-39.78
Bill	76089	06/11/2020		screen repair	4420.00 · Maint - S...	-149.92
TOTAL						-189.70
Bill Pmt -Check	5756	06/30/2020	GREEN BAY WAT...	1424 Admira...	1111.01 · General ...	
Bill	6/24/20-32063-01	06/24/2020		fireline	4390.00 · Other Util...	-135.00
TOTAL						-135.00
Bill Pmt -Check	5757	06/30/2020	Ka Vang	mileage	1111.01 · General ...	
Bill	1/1-5/31/20 mileage	06/30/2020		mileage	4150.00 · Travel	-58.07
				mileage	4150.00 · Travel	-1.73
TOTAL						-59.80
Bill Pmt -Check	5758	06/30/2020	Stephanie Schmut...	mileage	1111.01 · General ...	
Bill	6/4-6/30/20 mileage	06/30/2020		mileage	4150.00 · Travel	-10.35
TOTAL						-10.35
Bill Pmt -Check	5759	06/30/2020	TIME WARNER CA...		1111.01 · General ...	
Bill	6/192020	06/19/2020		wifi	4230.00 · Ten Ser-...	-89.99
Bill	5/23-6/22/20	06/22/2020		1424 Admiral...	4230.00 · Ten Ser-...	-86.89
TOTAL						-176.88
Bill Pmt -Check	5760	06/30/2020	Twin Eagle Holdin...	1424 Admial c	1111.01 · General ...	
Bill	131752	06/11/2020		1424 Admial c	4330.00 · Gas	-1,424.87
TOTAL						-1,424.87
Bill Pmt -Check	5761	06/30/2020	WISCONSIN PUBL...		1111.01 · General ...	
Bill	6/24/20-2671-00206	06/24/2020		325 N Ashland	4320.00 · Electricity	-25.02
				325 N Ashland	4330.00 · Gas	-17.28
Bill	6/26/20-2671-00002	06/26/2020		1424 Admiral...	4320.00 · Electricity	-5,397.90
Bill	6/26/20-2671-00036	06/26/2020		1424 Admiral...	4320.00 · Electricity	-268.94
TOTAL						-5,709.14

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Green Bay Housing Authority

Check Detail

June 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	5762	06/30/2020	YP	1424 Admira...	1111.01 · General ...	
Bill	6/17/2020	06/17/2020		ad	4190.08 · Marketing	-12.38
TOTAL						-12.38
Bill Pmt -Check	5763	06/30/2020	BELSON CO	1424 Admira...	1111.01 · General ...	
Bill	369755	06/19/2020		cleaner	4420.00 · Maint - S...	-176.54
TOTAL						-176.54
Bill Pmt -Check	5764	06/30/2020	CITY OF GREEN B...		1111.01 · General ...	
Bill	970-12420	06/18/2020		keys & vinyl	4420.00 · Maint - S...	-21.90
Bill	970-12420	06/19/2020		hardware par...	4420.00 · Maint - S...	-82.99
				rangehood-3...	4420.00 · Maint - S...	-199.00
Bill	970-12420	06/21/2020		waste manag...	4430.19 · Garbage ...	-410.00
				yellow book	4190.08 · Marketing	-20.00
TOTAL						-733.89
Bill Pmt -Check	5765	06/30/2020	GRAINGER	1424 Admira...	1111.01 · General ...	
Bill	9572434299	06/25/2020		blower wheel	4420.00 · Maint - S...	-127.50
TOTAL						-127.50
Bill Pmt -Check	5766	06/30/2020	GREEN BAY WAT...	1424 Admira...	1111.01 · General ...	
Bill	6/29/20-4665-01	06/29/2020		1424 Admiral...	4390.00 · Other Util...	-345.19
				1424 Admiral...	4310.00 · Water	-3,925.20
TOTAL						-4,270.39
Bill Pmt -Check	5767	06/30/2020	Lindeman's Cleani...		1111.01 · General ...	
Bill	134022	06/17/2020		cleaning drap...	4430.01 · Maint - N...	-9.00
Bill	135337	06/30/2020		cleanind drap...	4430.01 · Maint - N...	-68.00
Bill	135336	06/30/2020		cleaning drap...	4430.01 · Maint - N...	-54.66
TOTAL						-131.66

Green Bay Housing Authority

Budget vs. Actual

Summary

Jun-20

	COCC		Mason Manor		RevBonds		ScSite		TOTAL	
	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget
Total Income	170,382.14	173,926.04	909,029.62	820,095.69	21,440.45	24,955.00	410,862.22	316,940.58	1,511,714.43	1,335,917.31
Total Expense	116,824.25	158,300.00	830,672.58	1,154,394.73	529,058.82	717,325.00	382,888.16	639,921.85	1,859,443.81	2,669,941.58
Net Income	53,557.89	15,626.04	78,357.04	-334,299.04	-507,618.37	-692,370.00	27,974.06	-322,981.27	-347,729.38	-1,334,024.27

Reserve Spreadsheet

	MM	SS
Projected from 6/30/19	476,008	245,925
YTD Net Income/(loss) Without Depreciation	78,357	27,974
Committed Funds	(150,000)	-
Remaining Projects	-	(12,482)
Subtotal	404,365	261,417
Transfer	-	-
Projected Reserve	404,365	261,417
6 Month Expenses	442,264	239,658
Excess/shortfall	(37,899)	21,759
	☹	☺

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%	191,863.00	160,609.00	31,254.00	119.46%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	481,799.01	494,266.69	-12,467.68	97.48%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.0%	4,517.00	4,620.00	-103.00	97.77%
3510.00 · Management Fee Revenue	128,457.14	128,981.04	-523.90	99.59%	0.00	0.00	0.00	0.0%
3520.00 · Asset Management Rev	24,120.00	24,240.00	-120.00	99.51%	0.00	0.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	17,805.00	18,180.00	-375.00	97.94%	0.00	0.00	0.00	0.0%
3610.00 · Int Income	0.00	2,500.00	-2,500.00	0.0%	32,137.07	10,000.00	22,137.07	321.37%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.0%	6,720.00	8,000.00	-1,280.00	84.0%
3690.01 · Other Income - Ins Dividends	0.00	25.00	-25.00	0.0%	4,142.44	600.00	3,542.44	690.41%
3690.02 · Other Income	0.00	0.00	0.00	0.0%	16,040.89	8,000.00	8,040.89	200.51%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%	142,809.21	134,000.00	8,809.21	106.57%
3700.00 · HUD Cares grant	0.00	0.00	0.00	0.0%	29,001.00	0.00	29,001.00	100.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	170,382.14	173,926.04	-3,543.90	97.96%	909,029.62	820,095.69	88,933.93	110.84%
Expense								
4110.00 · Admin Salaries	61,253.51	70,000.00	-8,746.49	87.51%	100,119.19	92,000.00	8,119.19	108.83%
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	1,320.24	350.00	970.24	377.21%	656.73	2,500.00	-1,843.27	26.27%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	1,852.19	2,600.00	-747.81	71.24%
4140.00 · Staff Training	2,345.01	7,000.00	-4,654.99	33.5%	0.00	4,000.00	-4,000.00	0.0%
4150.00 · Travel	134.20	750.00	-615.80	17.89%	169.55	200.00	-30.45	84.78%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	97,830.88	97,055.04	775.84	100.8%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	13,560.00	13,680.00	-120.00	99.12%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	18,360.00	18,240.00	120.00	100.66%
4171.00 · Auditing Fees	1,577.00	1,800.00	-223.00	87.61%	3,154.00	3,600.00	-446.00	87.61%
4182.00 · Employee Benefits - Admin	27,555.09	29,500.00	-1,944.91	93.41%	45,934.68	40,000.00	5,934.68	114.84%
4190.01 · Printing	256.25	1,000.00	-743.75	25.63%	2,045.85	2,500.00	-454.15	81.83%
4190.02 · Postage	236.60	300.00	-63.40	78.87%	852.50	1,000.00	-147.50	85.25%
4190.03 · Paper & Office Supplies	259.74	1,500.00	-1,240.26	17.32%	780.83	1,500.00	-719.17	52.06%
4190.04 · Publications	218.58	300.00	-81.42	72.86%	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	309.00	400.00	-91.00	77.25%	0.00	50.00	-50.00	0.0%
4190.06 · Computer Support	3,033.01	8,000.00	-4,966.99	37.91%	10,237.81	12,000.00	-1,762.19	85.32%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	1,646.32	1,500.00	146.32	109.76%
4190.08 · Marketing	0.00	0.00	0.00	0.0%	1,668.17	2,300.00	-631.83	72.53%
4190.10 · Miscellaneous	9,202.33	15,000.00	-5,797.67	61.35%	10,090.40	2,000.00	8,090.40	504.52%
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%	70.34	1,500.00	-1,429.66	4.69%
4220.01 · Ten Ser - Resident Part	0.00	0.00	0.00	0.0%	2,590.99	3,000.00	-409.01	86.37%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.0%	35,865.43	36,500.00	-634.57	98.26%
4310.00 · Water	0.00	0.00	0.00	0.0%	40,001.06	43,000.00	-2,998.94	93.03%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	57,013.67	68,500.00	-11,486.33	83.23%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4330.00 · Gas	0.00	0.00	0.00	0.0%	29,999.04	31,000.00	-1,000.96	96.77%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	4,136.05	4,250.00	-113.95	97.32%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.0%	95,124.47	127,500.00	-32,375.53	74.61%
4420.00 · Maint - Supplies	0.00	100.00	-100.00	0.0%	50,657.29	67,000.00	-16,342.71	75.61%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	20,812.47	37,219.69	-16,407.22	55.92%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.0%	4,049.32	5,500.00	-1,450.68	73.62%
4430.03 · Maint - Truck Maint	0.44	400.00	-399.56	0.11%	2,346.14	2,500.00	-153.86	93.85%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.0%	4,186.01	9,000.00	-4,813.99	46.51%
4430.10 · Heating and Cooling	0.00	0.00	0.00	0.0%	3,707.88	5,000.00	-1,292.12	74.16%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	12,218.80	12,500.00	-281.20	97.75%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%	8,997.32	10,500.00	-1,502.68	85.69%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%	1,800.21	8,000.00	-6,199.79	22.5%
4430.15 · Electrical	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4430.16 · Plumbing	0.00	0.00	0.00	0.0%	165.00	1,750.00	-1,585.00	9.43%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	17,693.12	23,000.00	-5,306.88	76.93%
4430.18 · Appliances	0.00	0.00	0.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
4430.19 · Garbage & Trash Removal	0.00	0.00	0.00	0.0%	5,226.08	3,500.00	1,726.08	149.32%
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%	9,678.99	0.00	9,678.99	100.0%
4433.00 · Emp Ben Contr-ord maint	0.00	0.00	0.00	0.0%	43,865.14	47,000.00	-3,134.86	93.33%
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%	10,757.86	10,100.00	657.86	106.51%
4510.01 · Insurance Expenses - Liability	232.00	225.00	7.00	103.11%	6,619.00	6,100.00	519.00	108.51%
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	961.25	1,025.00	-63.75	93.78%	0.00	0.00	0.00	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	7,930.00	20,000.00	-12,070.00	39.65%	0.00	0.00	0.00	0.0%
4800.00 · Depreciation Expense	0.00	650.00	-650.00	0.0%	29,001.00	215,000.00	-185,999.00	13.49%
9120.00 · Transfers Out	0.00	0.00	0.00	0.0%	25,000.00	25,000.00	0.00	100.0%
Total Expense	116,824.25	158,300.00	-41,475.75	73.8%	830,672.58	1,154,394.73	-323,722.15	71.96%

Green Bay Housing Authority
Budget vs. Actual Detail

COC

Mason Manor

Net Income/(Loss)

YTD	Budget	\$ Over Budget	% of Budget	YTD	Budget	\$ Over Budget	% of Budget
53,557.89	15,626.04	37,931.85	342.75%	78,357.04	-334,299.04	412,656.08	-23.44%

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%	181,521.50	143,472.00	38,049.50	126.52%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	164,872.61	130,468.58	34,404.03	126.37%
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	7,500.00	-7,500.00	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	1,500.00	-1,500.00	0.0%
3690.02 · Other Income	21,440.45	14,955.00	6,485.45	143.37%	13,412.11	9,000.00	4,412.11	149.02%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
3700.00 · HUD Cares grant	0.00	0.00	0.00	0.0%	26,056.00	0.00	26,056.00	100.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%	25,000.00	25,000.00	0.00	100.0%
Total Income	21,440.45	24,955.00	-3,514.55	85.92%	410,862.22	316,940.58	93,921.64	129.63%
Expense								
4110.00 · Admin Salaries	30.24	1,000.00	-969.76	3.02%	47,687.25	64,000.00	-16,312.75	74.51%
4120.00 · Compensated Absences	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
4130.00 · Legal Expense	100.00	0.00	100.00	100.0%	783.59	1,500.00	-716.41	52.24%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	2,985.60	3,500.00	-514.40	85.3%
4140.00 · Staff Training	0.00	0.00	0.00	0.0%	0.00	4,000.00	-4,000.00	0.0%
4150.00 · Travel	0.00	0.00	0.00	0.0%	422.35	500.00	-77.65	84.47%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	30,626.26	31,926.00	-1,299.74	95.93%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	4,245.00	4,500.00	-255.00	94.33%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	5,760.00	6,000.00	-240.00	96.0%
4171.00 · Auditing Fees	415.00	525.00	-110.00	79.05%	3,154.00	3,400.00	-246.00	92.77%
4182.00 · Employee Benefits - Admin	13.58	300.00	-286.42	4.53%	20,332.23	26,500.00	-6,167.77	76.73%
4190.01 · Printing	0.00	0.00	0.00	0.0%	1,483.32	600.00	883.32	247.22%
4190.02 · Postage	0.00	0.00	0.00	0.0%	852.50	1,000.00	-147.50	85.25%
4190.03 · Paper & Office Supplies	0.00	0.00	0.00	0.0%	780.81	800.00	-19.19	97.6%
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%	5,426.81	6,750.00	-1,323.19	80.4%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	1,085.62	1,200.00	-114.38	90.47%
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%	1,937.39	500.00	1,437.39	387.48%
4210.00 · Ten Ser-Salary	0.00	5,000.00	-5,000.00	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%	34.58	1,250.00	-1,215.42	2.77%
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%	26,975.09	25,000.00	1,975.09	107.9%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	2,565.12	1,500.00	1,065.12	171.01%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.0%	8,592.00	0.00	8,592.00	100.0%
4330.00 · Gas	0.00	0.00	0.00	0.0%	1,929.00	1,500.00	429.00	128.6%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	9,667.48	10,000.00	-332.52	96.68%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.0%	43,680.37	46,000.00	-2,319.63	94.96%
4420.00 · Maint - Supplies	0.00	0.00	0.00	0.0%	33,178.94	39,000.00	-5,821.06	85.07%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	20,258.97	39,059.85	-18,800.88	51.87%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.0%	3,475.00	38,286.00	-34,811.00	9.08%
4430.03 · Maint - Truck Maint	0.00	0.00	0.00	0.0%	1,015.55	2,500.00	-1,484.45	40.62%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.10 · Heating and Cooling	0.00	0.00	0.00	0.0%	2,999.66	1,500.00	1,499.66	199.98%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	1,338.00	1,500.00	-162.00	89.2%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%	6,700.60	11,000.00	-4,299.40	60.92%
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%	1,201.97	7,000.00	-5,798.03	17.17%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	3,020.00	1,500.00	1,520.00	201.33%
4430.18 · Appliances	0.00	0.00	0.00	0.0%	128.70	1,000.00	-871.30	12.87%
4430.19 · Garbage & Trash Removal	0.00	0.00	0.00	0.0%	1,663.65	1,000.00	663.65	166.37%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	528,500.00	710,000.00	-181,500.00	74.44%	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	0.00	0.00	0.00	0.0%	17,732.95	16,000.00	1,732.95	110.83%
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%	40,483.80	40,000.00	483.80	101.21%
4510.01 · Insurance Expenses - Liability	0.00	0.00	0.00	0.0%	2,628.00	3,600.00	-972.00	73.0%
4520.00 · PILOT	0.00	0.00	0.00	0.0%	0.00	32,000.00	-32,000.00	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%
4800.00 · Depreciation Expense	0.00	0.00	0.00	0.0%	26,056.00	149,000.00	-122,944.00	17.49%
9120.00 · Transfers Out	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	529,058.82	717,325.00	-188,266.18	73.75%	382,888.16	639,921.85	-257,033.69	59.83%

Green Bay Housing Authority
Budget vs. Actual Detail

	RevBonds				ScSite			
	YTD	Budget	\$ Over Budget	% of Budget	YTD	Budget	\$ Over Budget	% of Budget
Net Income/(Loss)	-507,618.37	-692,370.00	184,751.63	73.32%	27,974.06	-322,981.27	350,955.33	-8.66%

Green Bay Housing Authority Budget vs. Actual Detail

	TOTAL			
	YTD	Budget	\$ Over Budget	% of Budget
Income				
2802.00 · Hud Contributions	373,384.50	304,081.00	69,303.50	1.23
3110.00 · Dwelling Rental	646,671.62	624,735.27	21,936.35	1.04
3120.00 · Excess Utilities	4,517.00	4,620.00	-103.00	0.98
3510.00 · Management Fee Revenue	128,457.14	128,981.04	-523.90	1.00
3520.00 · Asset Management Rev	24,120.00	24,240.00	-120.00	1.00
3530.00 · BookKeeping Fee Rev	17,805.00	18,180.00	-375.00	0.98
3610.00 · Int Income	32,137.07	30,000.00	2,137.07	1.07
3690.00 · Other Income - Tenants	6,720.00	8,000.00	-1,280.00	0.84
3690.01 · Other Income - Ins Dividends	4,142.44	2,125.00	2,017.44	1.95
3690.02 · Other Income	50,893.45	31,955.00	18,938.45	1.59
3690.03 · Cell Tower Rent	142,809.21	134,000.00	8,809.21	1.07
3700.00 · HUD Cares grant	55,057.00	0.00	55,057.00	1.00
9110.00 · Transfers In	25,000.00	25,000.00	0.00	1.00
Total Income	1,511,714.43	1,335,917.31	175,797.12	113.16%
Expense				
4110.00 · Admin Salaries	209,090.19	227,000.00	-17,909.81	92.11%
4120.00 · Compensated Absences	0.00	3,000.00	-3,000.00	0.0%
4130.00 · Legal Expense	2,860.56	4,350.00	-1,489.44	65.76%
4130.01 · Investigations Expense	4,837.79	6,100.00	-1,262.21	79.31%
4140.00 · Staff Training	2,345.01	15,000.00	-12,654.99	15.63%
4150.00 · Travel	726.10	1,450.00	-723.90	50.08%
4160.00 · Management Fee	128,457.14	128,981.04	-523.90	99.59%
4163.00 · BookKeeping Fee	17,805.00	18,180.00	-375.00	97.94%
4165.00 · Asset Management Fee	24,120.00	24,240.00	-120.00	99.51%
4171.00 · Auditing Fees	8,300.00	9,325.00	-1,025.00	89.01%
4182.00 · Employee Benefits - Admin	93,835.58	96,300.00	-2,464.42	97.44%
4190.01 · Printing	3,785.42	4,100.00	-314.58	92.33%
4190.02 · Postage	1,941.60	2,300.00	-358.40	84.42%
4190.03 · Paper & Office Supplies	1,821.38	3,800.00	-1,978.62	47.93%
4190.04 · Publications	218.58	300.00	-81.42	72.86%
4190.05 · Membership Dues & Fees	309.00	500.00	-191.00	61.8%
4190.06 · Computer Support	18,697.63	26,750.00	-8,052.37	69.9%
4190.07 · Tele Fax & Comm	2,731.94	2,700.00	31.94	101.18%
4190.08 · Marketing	1,668.17	2,300.00	-631.83	72.53%
4190.10 · Miscellaneous	21,230.12	18,000.00	3,230.12	117.95%
4210.00 · Ten Ser-Salary	0.00	5,000.00	-5,000.00	0.0%
4220.00 · Ten Ser-Recr Etc	70.34	1,500.00	-1,429.66	4.69%
4220.01 · Ten Ser - Resident Part	2,625.57	4,250.00	-1,624.43	61.78%
4230.00 · Ten Ser-Contrs	35,865.43	36,500.00	-634.57	98.26%
4310.00 · Water	66,976.15	68,000.00	-1,023.85	98.49%
4320.00 · Electricity	59,578.79	70,000.00	-10,421.21	85.11%
4320.01 · Utility Reimbursements	8,592.00	0.00	8,592.00	100.0%
4330.00 · Gas	31,928.04	32,500.00	-571.96	98.24%
4390.00 · Other Utilities	13,803.53	14,250.00	-446.47	96.87%
4410.00 · Maint - Labor	138,804.84	173,500.00	-34,695.16	80.0%
4420.00 · Maint - Supplies	83,836.23	106,100.00	-22,263.77	79.02%
4430.00 · Maint - Contracts	41,071.44	76,279.54	-35,208.10	53.84%
4430.01 · Maint - Non-Contract	7,524.32	43,786.00	-36,261.68	17.18%
4430.03 · Maint - Truck Maint	3,362.13	5,400.00	-2,037.87	62.26%
4430.09 · Fire Protection - Maint	4,186.01	9,000.00	-4,813.99	46.51%
4430.10 · Heating and Cooling	6,707.54	6,500.00	207.54	103.19%
4430.11 · Snow Removal	13,556.80	14,000.00	-443.20	96.83%
4430.12 · Elevator Maintenance	8,997.32	10,500.00	-1,502.68	85.69%
4430.13 · Landscape and Grounds	8,500.81	19,000.00	-10,499.19	44.74%
4430.15 · Electrical	0.00	1,000.00	-1,000.00	0.0%
4430.16 · Plumbing	1,366.97	8,750.00	-7,383.03	15.62%
4430.17 · Extermination	20,713.12	24,500.00	-3,786.88	84.54%
4430.18 · Appliances	128.70	6,000.00	-5,871.30	2.15%
4430.19 · Garbage & Trash Removal	6,889.73	4,500.00	2,389.73	153.11%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	538,178.99	710,000.00	-171,821.01	75.8%
4433.00 · Emp Ben Contr-ord maint	61,598.09	63,000.00	-1,401.91	97.78%
4480.00 · Protect Service	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	51,241.66	50,100.00	1,141.66	102.28%
4510.01 · Insurance Expenses - Liability	9,479.00	9,925.00	-446.00	95.51%
4520.00 · PILOT	0.00	65,750.00	-65,750.00	0.0%
4530.00 · Bank Fees	961.25	1,025.00	-63.75	93.78%
4572.00 · Bad Debt - Tenant Rents	0.00	25,000.00	-25,000.00	0.0%
4590.00 · Other General	7,930.00	20,000.00	-12,070.00	39.65%
4800.00 · Depreciation Expense	55,057.00	364,650.00	-309,593.00	15.1%
9120.00 · Transfers Out	25,000.00	25,000.00	0.00	100.0%
Total Expense	1,859,443.81	2,669,941.58	-810,497.77	69.64%

Green Bay Housing Authority
Budget vs. Actual Detail

TOTAL

Net Income/(Loss)

YTD	Budget	\$ Over Budget	% of Budget
-347,729.38	-1,334,024.27	986,294.89	26.07%



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

July 1, 2020

Jayne Valentine
Senior Property Manager
Housing Authority of City of Green Bay
1424 Admiral Court
Green Bay, WI 54303

Re: Monthly Report:

Ms. Valentine,

For the month of June 2020 there were **26** Green Bay Housing applications reviewed by Langan and Associates. They were:

- 26** Applications for Mason Manor.
- 0** Applications for Scattered Sites.

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
(JULY 2020)

				MASON MANOR VACANCIES (9 TOTAL)			
UNIT	MOVEOUT	BEDRM	NEW LEASE	MOVE OUT REASON		CURRENT STATUS OF UNIT	
###	06/01/2020	LG1	?	MOVED TO BE W/FAMILY		NEW PERSON SIGNING LEASE 6-19-20	
###	06/01/2020	LG1	?	MOVED TO ASSISTED LIVING		UNIT TURNOVER	
###	07/01/2020	1	?	IN HOUSE TRANSFER-REASONABLE AC.		UNIT TURNOVER	
###	07/01/2020	LG1	?	IN HOUSE TRANSFER-REASONABLE AC.		UNIT TURNOVER	
###	07/01/2020	1	?	MOVED TO ASSISTED LIVING		UNIT TURNOVER	
###	07/01/2020	1	?	MOVED OUT WITH SIGNIFICANT OTHER		UNIT TURNOVER	
###	07/01/2020	1	?	MOVED OUT WITH SIGNIFICANT OTHER		UNIT TURNOVER	
###	07/01/2020	LG1	?	IN HOUSE TRANSFER-REASONABLE AC.		UNIT TURNOVER	
###	06/08/2020	LG1	?	IN HOUSE TRANSFER-REASONABLE AC.		UNIT TURNOVER	
			SCATTERED SITES VACANCIES (1 TOTAL)				
###	3/31/20	3	?	MOVED OUT WITH SIGNIFICANT OTHER		UNIT TURNOVER	
UPCOMING VACANCIES				APPLICATIONS INFO			
	MASON MANOR (2 TOTAL)			MM APPLICANTS:		TOTAL	
	UNIT	STATUS		1 bedroom (62-BC; 40-non BC)		102	
	###	eviction lease violation		2 bedroom (1-BC; 1-non BC)		2	
	###	in house transfer					
	SCATTERED S. (1 TOTAL)			SS APPLICANTS:		TOTAL	
	UNIT	STATUS		2 bedroom (46-BC; 13-non BC)		59	
	###	EVICTION		3 bedroom (4-BC; 3-non BC)		7	
				4 bedroom (10-BC; 0 non BC)		10	
	MOVE IN/OUT #'S			24 NEW MOVE INS		32 MOVE OUTS	
	OCCUPANY RATES			HUD			
	MM	SS	GBHA	MM		SS	
July	98.68%	95.83%	97.26%	98.68%		97.92%	
Aug	98.68%	93.75%	96.22%	98.68%		95.83%	
Sept	99.34%	93.75%	96.55%	99.34%		95.83%	
Oct	100.00%	95.83%	97.92%	100.00%		97.92%	
Nov	99.34%	95.83%	97.59%	99.34%		95.83%	
Dec	100.00%	97.92%	98.96%	100.00%		97.92%	
Jan	99.34%	100.00%	99.67%	99.34%		100.00%	
Feb	99.34%	100.00%	99.67%	99.34%		100.00%	
March	98.03%	100.00%	99.01%	98.03%		100.00%	
April	98.68%	100.00%	99.34%	98.68%		100.00%	
May	98.68%	97.92%	98.30%	98.68%		97.92%	
June	98.03%	100.00%	99.01%	98.03%		100.00%	
TOTAL	99.01%	97.57%	98.29%	99.01%		98.26%	