



AGENDA OF THE GREEN BAY HOUSING AUTHORITY

THURSDAY, SEPTEMBER 16, 2021, 10:30 AM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

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

C. Approval of the Agenda.

1. Approval of the agenda for the September 16, 2021, meeting of the Green Bay Housing Authority.

D. Approval of Minutes.

1. Approval of the minutes from the August 19, 2021, meeting of the Green Bay Housing Authority.

E. Regular Business.

1. Consideration with possible action on Preliminary Resolution 2021-04 Relating to a Proposed Student Housing Project of the Housing Authority of the City of Green Bay, Wisconsin, in the University of Wisconsin - Green Bay campus area the Financing Thereof and other Details Relating Thereto.
2. Consideration with possible action on approval of the amended GBHA Operating Budget and Budget Amendment Resolution No. 2021-05, for Fiscal Year Beginning July 1, 2021.

F. Informational.

1. GBHA Bills.

2. GBHA Financial Report.
3. Langan Report.
4. Director's Report.
5. Occupancy Report.
6. Date of next meeting: October 21, 2021

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



Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/81434999289?pwd=N0dIMGxWSS85SGswK2lZeGhZZUN0UT09>

Meeting ID: 814 3499 9289

Passcode: 483400

One tap mobile

+13017158592,,81434999289# US (Germantown)

+13126266799,,81434999289# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

Meeting ID: 814 3499 9289

Find your local number: <https://us02web.zoom.us/j/koUDU8TSd>

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





Report to the
**Housing Authority
of the City of Green Bay**

MEETING DATE

September 16, 2021

PREPARED BY

Cheryl Renier-Wigg, Staff

AGENDA ITEM # E.1

Consideration with possible action on Preliminary Resolution 2021-04 Relating to a Proposed Student Housing Project of the Housing Authority of the City of Green Bay, Wisconsin, in the University of Wisconsin - Green Bay campus area the Financing Thereof and other Details Relating Thereto.

BACKGROUND

The Green Bay Housing Authority (GBHA) has partnered with University Village Housing Inc (UVHI) to finance construction of residential buildings on campus at UWGB. The GBHA has issued housing bonds for these projects in the past. They have been very successful in creating housing for low income students on campus and the issuance of bonds through the GBHA provides a revenue stream that adds additional revenue to our budget.

UVHI is again requesting to partner with the GBHA in the construction of a new 232 bed dormitory project on the UWGB campus. If GBHA approves this new project, the first step (in a list of many) is that GBHA adopt the Preliminary Resolution included in this agenda packet. There is also a draft amendment to the mortgage relating to the existing UVHI bonds as described in Section 7 of the Preliminary Resolution that will need to be acknowledged by signature when it's in the final form. Representatives from UVHI will be at the GBHA meeting to discuss this new project and ask for support from GBHA.

RECOMMENDATION

To approve Preliminary Resolution 2021-04 Relating to a Proposed Student Housing Project of the Housing Authority of the City of Green Bay, Wisconsin, in the University of Wisconsin - Green Bay campus area the Financing Thereof and other Details Relating Thereto.

FISCAL IMPACT

ATTACHMENTS

1. GBHA 2022 University Village Bonds - Seventh Amendment to Mortgage (Property Exchange) Draft
2. Preliminary Res. Student Hsg Project 2021-04

**Seventh Amendment to
Mortgage, Assignment of
Rents and Security Agreement**

Document Number

Document Title

Recording Area

Name and Return Address

David B. Ryan
Foley & Lardner LLP
777 East Wisconsin Avenue
Milwaukee, WI 53202

Part of 22-186-1 and Part of 22-186-3 and
Part of 22-247

Parcel Identification Number (PIN)

**THIS MORTGAGE IS A “CONSTRUCTION MORTGAGE” AS DESCRIBED IN SECTIONS 409.334
AND 706.11 OF THE WISCONSIN STATUTES, AS THE SAME MAY BE AMENDED OR
RENUMBERED FROM TIME TO TIME.**

**SEVENTH AMENDMENT TO
MORTGAGE, ASSIGNMENT OF RENTS AND SECURITY AGREEMENT**

This Seventh Amendment to Mortgage, Assignment of Rents and Security Agreement, dated as of September 15, 2021 (the “**Seventh Mortgage Amendment**”), entered into by UNIVERSITY VILLAGE HOUSING, INC., a Wisconsin nonprofit corporation (the “**Project Owner**”), is an amendment to further amend and supplement the Mortgage, Assignment of Rents and Security Agreement in favor of the HOUSING AUTHORITY OF THE CITY OF GREEN BAY, WISCONSIN (the “**Green Bay Authority**”), dated as of February 1, 1997, recorded on February 6, 1997 in the Office of the Register of Deeds of Brown County, Wisconsin as Document Number 1537691, as amended and supplemented by a First Amendment to Mortgage, Assignment of Rents and Security Agreement, dated as of December 1, 1997, recorded on December 3, 1997 in said Office as Document Number 1583551 (the “**First Mortgage Amendment**”), by a Second Amendment to Mortgage, Assignment of Rents and Security Agreement, dated as of October 1, 2001, recorded on November 1, 2001 in said Office as Document Number 1850695 (the “**Second Mortgage Amendment**”), by a Third Amendment to Mortgage, Assignment of Rents and Security Agreement, dated as of May 1, 2005, recorded on May 18, 2005 in said Office as Document Number 2190574 (the “**Third Mortgage Amendment**”), by a Fourth Amendment to Mortgage, Assignment of Rents and Security Agreement, dated as of December 1, 2009, recorded on December 3, 2009 in said Office as Document Number 2451000 (the “**Fourth Mortgage Amendment**”), by a by a Fifth Amendment to Mortgage, Assignment of Rents and Security Agreement dated as of March 1, 2013, recorded in said Office on March 6, 2013, as Document No. 2617508 (the “**Fifth Mortgage Amendment**”), and by a Sixth Amendment to Mortgage, Assignment of Rents and Security Agreement, dated as of January 1, 2020, recorded in said Office on January 31 2020, as Document No. 2890044 (the “**Sixth Mortgage Amendment**”), each entered into by the Project Owner (collectively, and as the same may be further amended and supplemented from time to time, the “**Mortgage**”) which Mortgage affects the real property described on Exhibit A and Exhibit B attached hereto. *Capitalized terms not otherwise defined herein shall have the meanings set forth in the Mortgage.*

RECITALS

WHEREAS, the Mortgage is a “construction mortgage” as described in Sections 409.334 and 706.11 of the Wisconsin Statutes, as the same may be amended or renumbered from time to time; and

WHEREAS, the Green Bay Authority assigned all its rights and interests in the Mortgage to Associated Trust Company, National Association (the “**Trustee**”), as successor to Associated Bank Green Bay, National Association, as Trustee, under an Indenture of Trust, dated as of February 1, 1997 (the “**1997 Indenture**”); and

WHEREAS, the Project Owner obtained a loan from the Green Bay Authority pursuant to a Project Contract, dated as of February 1, 1997 (the “**1997 Project Contract**”), said loan, derived from proceeds of revenue bonds (the “**Series 1997 Bonds**”) issued by the Green Bay authority under the 1997 Indenture, was evidenced by the Project Owner’s Series 1997 Mortgage Note dated as of February 1, 1997 (the “**Series 1997A Note**”), in the same principal amount as the 1997 Bonds; and

WHEREAS, the Mortgage was entered into to secure the obligations of the Project Owner under the 1997A Project Contract and the Series 1997A Note, any Additional Mortgage Notes issued by the Project Owner under the 1997A Project Contract, and any Special Parity Debt described in Section 4.3 of the 1997A Project Contract; and

WHEREAS, the 1997A Indenture provides for the issuance of additional bonds thereunder on a parity with the Series 1997A Bonds, and the Mortgage and the 1997A Project Contract provide for the issuance of additional indebtedness by the Project Owner on a parity with the Series 1997A Note; and

WHEREAS, subsequent to the issuance of the Series 1997 Bonds and the Series 1997A Note, the Green Bay Authority issued several series of Additional Bonds, on a parity with the Series 1997 Bonds and on a parity with each other (collectively, the “**Prior Bonds**”), pursuant to related supplements to the 1997 Indenture (as amended and supplemented, the “**Indenture**”), and the Project Owner issued related Additional Mortgage Notes, on a parity with the Series 1997A Note and on a parity with each other, pursuant to related supplements to the 1997 Project Contract (as amended and supplemented, the “**Project Contract**”); and

WHEREAS, the Green Bay Authority currently has outstanding under the Indenture its \$5,260,000 Student Housing Revenue Refunding Bonds, Series 2020 (University Village Housing, Inc. Project), dated January 28, 2020, and the Project Owner currently has outstanding under the Project Contract its related Additional Mortgage Note in the same principal amount; and

WHEREAS, the Project Owner and the University of Wisconsin Board of Regents (“**UWBR**”) now desire, and have agreed, to exchange a parcel of real property currently owned by the Project Owner and included as part of the Mortgaged Real Estate under the Mortgage (the “**UVHI Parcel A**”), for a parcel of real property of equal or greater value currently owned by UWBR (the “**UWBR Parcel B**”), each located on the University of Wisconsin – Green Bay campus, to facilitate the expected construction by the Project Owner of a new student housing facility (the “**Parcel Exchange**”); and

WHEREAS, the Project Owner now desires to amend the Mortgage to reflect the Parcel Exchange pursuant to Section 5.3 of the Mortgage and to make certain additional related amendments; and

WHEREAS, Section 5.3 of the Mortgage permits the release of any unimproved part of the land of which the Mortgaged Real Estate is comprised (but on which roads, transportation facilities, parking lots, wires, lines, conduits, poles or pipes servicing the Mortgaged Property may be located); and

WHEREAS, a parking lot is currently located on each of the UVHI Parcel A and the UWBR Parcel B; and

WHEREAS, the Project Owner has delivered to the Trustee the Project Owner’s Certificate described in Section 5.3(a) of the Mortgage; and

WHEREAS, Section 1401(c) of the Indenture permits amendments to the Mortgage which are not inconsistent in any material respect with the provisions of the Indenture or which, in the judgement of the Trustee, do not materially or adversely affect the interests of the owners of the Prior Bonds.

NOW, THEREFORE, in consideration of the Recitals set forth above, this Seventh Mortgage Amendment, and other good and valuable consideration, the Project Owner and the Trustee agree as follows:

Section 1. Parcel Exchange.

(a) The portion of the Mortgaged Real Estate comprising the UVHI Parcel A described in Exhibit A hereto is hereby released from the Mortgage pursuant to Section 5.3 of the Mortgage; such property shall no longer be subject to the lien of the Mortgage and shall thereupon cease to be Mortgaged Real Estate within the meaning of the Mortgage.

(b) The UWBR Parcel B described in Exhibit B hereto is hereby acquired by UVHI and hereafter shall be Mortgaged Property as a portion of the Mortgaged Real Estate within the meaning of the Mortgage.

Section 2. Amendments to Mortgage.

(a) Section 5.3(b) of the Mortgage is hereby amended in its entirety to read as follows:

(b) cash and/or real property of equal or greater value to the land to be released as determined by an independent appraisal; any cash shall be deposited in the Mortgaged Property Reserve Fund.

(b) Exhibit A to the Mortgage is hereby amended in its entirety as set forth in Exhibit C hereto.

Section 3. Further Instruments; Financing Statements; Mortgage as Fixture Filing.

(a) The Project Owner and the Trustee shall execute and deliver such additional and further instruments as may be reasonably requested by the other party hereto, in order to give further force and effect to the terms and provisions of this Seventh Mortgage Amendment. Without limiting the generality of the foregoing, the Trustee is hereby authorized to prepare and file (or cause the preparation and filing of) financing statements (including but not limited to amendments of existing financing statements) covering the collateral described in the Mortgage, as affected hereby.

(b) The foregoing notwithstanding, the Mortgage covers goods that are or are to become fixtures, and is effective as a financing statement filed as a fixture filing, and in connection therewith: The name of the debtor is University Village Housing, Inc.; the name of the secured party is Associated Trust Company, National Association, as trustee; the goods and other collateral covered by the Mortgage are described in Section 3.1 thereof; the real property to

which the goods and other collateral are related is described in Exhibit A attached to the Mortgage as amended by Exhibit C attached hereto; and the Project Owner represents and warrants that it has an interest of record in such real property.

Section 4. Ratification.

Except as otherwise amended hereby, all provisions of the Mortgage shall remain in full force and effect.

[Signature Page Follows]

IN WITNESS WHEREOF, the Project Owner has executed this Seventh Amendment to Mortgage, Assignment of Rents and Security Agreement as of the date written above.

Project Owner:

UNIVERSITY VILLAGE HOUSING, INC.

By: _____

Name: Gerald C. Condon, Jr.

Title: President

STATE OF WISCONSIN)
) ss.
COUNTY OF BROWN)

Personally came before me this ____ day of September, 2021, the above-named Gerald C. Condon, Jr., to me known to be the President of UNIVERSITY VILLAGE HOUSING, INC., a Wisconsin nonprofit corporation, and to me known to be the officer of said corporation who executed the foregoing instrument and acknowledged the same as the deed of said corporation.

[SEAL]

Printed Name: _____

Notary Public, State of Wisconsin

My commission expires: _____

This document was drafted by David B. Ryan, Esq., Foley & Lardner LLP, 777 East Wisconsin Avenue, Milwaukee, Wisconsin 53202, P: 414-297-5761, E: dryan@foley.com.

4840-0581-9126.2

This Seventh Amendment to Mortgage, Assignment of Rents and Security Agreement is hereby acknowledged and approved.

Green Bay Authority:

HOUSING AUTHORITY OF THE CITY OF GREEN
BAY, WISCONSIN, as issuer of the Bonds

By: _____

Name: William Vande Castle

Title: Chairperson

Attest: _____

Name: Cheryl Renier-Wigg

Title: Secretary

STATE OF WISCONSIN)
) ss.
COUNTY OF BROWN)

Personally came before me this _____ day of September, 2021, the above-named William Vande Castle and Cheryl Renier-Wigg, to me known to be the Chairperson and Secretary, respectively, of the HOUSING AUTHORITY OF THE CITY OF GREEN BAY, WISCONSIN, and to me known to be the officers of said authority who executed the foregoing instrument and acknowledged the same as the deed of said authority.

[SEAL]

Printed _____

Name: _____

Notary Public, State of Wisconsin

My commission expires: _____

[Acknowledgement Page to Seventh Amendment to Mortgage,
Assignment of Rents and Security Agreement]

EXHIBIT A

DESCRIPTION OF UVHI PARCEL A TO BE RELEASED FROM MORTGAGED REAL ESTATE

Part of the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southeast 1/4, Section 23, Township 24 North, Range 21 East, City of Green Bay, Brown County, Wisconsin more fully described as follows:

Commencing at the South 1/4 corner of said Section 23; thence S89°02'30"E, 1881.18 feet on the south line of said Southeast 1/4 to the westerly line of lands described in Volume 906, Page 45, Brown County Records; thence on said westerly line 489.76 feet on the arc of a 770.00 foot radius curve to the left, having a long chord which bears N06°32'34"W, 481.54 feet; thence N24°45'51"W, 372.45 feet on said westerly line to the **POINT OF BEGINNING**; thence S71°09'56"W, 405.41 feet; thence N43°27'44"W, 121.24 feet; thence N18°42'59"W, 370.37 feet to the northerly line of lands described in Jacket 8628, Image 26, Brown County Records; thence N70°53'48"E, 405.06 feet on said northerly line to the westerly line of lands described in Volume 1055, Page 516; thence S24°45'51"E, 485.08 feet on said westerly line and continuing on said westerly line of said lands described in Volume 906, Page 45 to the Point of Beginning.

Said parcel contains 204,577 square feet or 4.696 acres of land more or less subject to easements and restrictions of record.

Said parcel to be attached to and made part of adjacent tax parcel 22-186-1.

EXHIBIT B

DESCRIPTION OF UWBR PARCEL B TO BE ACQUIRED AS PART OF MORTGAGED REAL ESTATE

Part of the Southwest 1/4 of the Southeast 1/4, Section 23, Township 24 North, Range 21 East, City of Green Bay, Brown County, Wisconsin more fully described as follows:

Commencing at the South 1/4 corner of said Section 23; thence S89°02'30"E, 411.17 feet on the south line of said Southeast 1/4 to the southerly extension of the east line of Lot 1 of Volume 10, Certified Survey Maps, Page 339, Map Number 2319, Document Number 968662, the **POINT OF BEGINNING**; thence N00°06'54"E, 429.83 feet on said southerly extension and continuing on said east line and its northerly extension; thence N36°29'29"E, 227.08 feet to the northeasterly line of lands described in Jacket 10884, Image 15, Brown County Records; thence S53°30'31"E, 423.15 feet on said northeasterly line and continuing on the northeasterly line of lands described in Jacket 17162, Image 22, Brown County Records to the northeast corner thereof; thence S00°57'30"W, 368.65 feet on the east line of said lands described in Jacket 17162, Image 22 to the south line of said Southeast 1/4; thence N89°02'30"W, 470.00 feet to the Point of Beginning.

Said parcel contains 236,841 square feet or 5.437 acres of land more or less subject to easements and restrictions of record.

Said parcel to be attached to and made part of adjacent tax parcel 22-186-3.

EXHIBIT C

{To be updated}

DESCRIPTION OF MORTGAGED REAL ESTATE

Parcel 1

That part of the Southeast Quarter of the Southeast Quarter (SE1/4 of SE1/4) and that part of the Southwest Quarter of the Southeast Quarter (SW1/4 of SE1/4), Section Twenty-three (23), Township Twenty-four (24) North, Range Twenty-one (21) East, in the City of Green Bay, East side of Fox River, Brown County, Wisconsin, described by:

Commencing at the Southwesterly corner of the Southwest Quarter of the Southeast Quarter of the said Section 23; thence North 0°07'56" East along the westerly line of the said Southwest Quarter of the Southeast Quarter 654.91 feet to the point of beginning; thence continuing North 0°07'56" East along the said westerly line 63.15 feet; thence North 70°55'00" East 1550.84 feet to the westerly line of the property described in Volume 1055 Page 516 B.C.R.; thence South 24°44'39" East along the said westerly line and the westerly line of the property described in Volume 906 page 45 B.C.R. 857.53 feet; thence continuing along the said westerly line of the property described in Volume 906 page 45 B.C.R. on a tangential curve concave westerly, chord South 6°31'22" East 481.54 feet radius 770.00 feet, central angle 36°26'34" 489.76 feet to the Southerly line of the said Section 23; thence North 89°01'18" West along the said southerly line 1765.17 feet to the easterly line of the property described in Volume 872 page 70 B.C.R.; thence North 0°07'56" East along the said easterly line 654.75 feet to the northerly line of the property described in Volume 872 page 70 B.C.R.; thence North 88°56'41" West along the said northerly line 116.02 feet to the point of beginning, EXCEPT Lot One (1), Volume 10 Certified Survey Maps, page 339, said map being part of the Southwest Quarter of the Southeast Quarter (SW1/4 of SE1/4), Section Twenty-three (23), Township Twenty-four (24) North, Range Twenty-one (21) East, in the City of Green Bay, East side of Fox River, Brown County, Wisconsin, and FURTHER EXCEPTING that part thereof described in Jacket 10884 Records, Image 15, and in Jacket 17162 Records, Image 22, and FURTHER EXCEPTING therefrom the following described premises:

A parcel of land located in the Southwest Quarter of the Southeast Quarter (SW1/4 of SE1/4), Section Twenty-three (23), Township Twenty-four (24) North, Range Twenty-one (21) East, in the City of Green Bay, East side of Fox River, Brown County, Wisconsin, more fully described as follows:

Commencing at the South Quarter corner of Section 23, Township 24 North, Range 21 East; thence North 89°26'12" East, 268.71 feet along the South line of the Southeast Quarter of Section 23; thence North 0°33'48" West, 805.04 feet to the point of beginning; thence North 0°33'48" West, 15.00 feet; thence North 69°22'30" East, 325.69 feet; thence South 0°40'23" East, 189.28 feet; thence South 33°56'03" West, 100.00 feet; thence North 56°03'57" West, 176.84 feet; thence North 67°14'03" West, 113.16 feet to the place of beginning.

Together with rights granted under:

- A) Jacket 8844 Records, Image 45
- B) Jacket 8918 Records, Image 1

Parcel 2

All right, title, estate and interest created by that certain Land Use Agreement dated as of October 1, 2001, by and between the Project Owner and the Board of Regents of the University of Wisconsin System, recorded on November 1, 2001 in the Office of the Register of Deeds for Brown County, Wisconsin, as Document No. 1850694, and affecting the following real property:

That part of the Southeast 1/4 of the Southwest 1/4 and the Northeast 1/4 of the Southwest 1/4 of Section Twenty-three (23), Township Twenty-four (24) North, Range Twenty-one (21) East, in the City of Green Bay, East side of Fox River, Brown County, Wisconsin, more fully described as follows:

Commencing at the South 1/4 corner of Section Twenty-three (23), Township Twenty-four (24) North, Range Twenty-one (21) East; thence North 01°24'34" West, 654.91 feet along the East line of the Southeast 1/4 of the Southwest 1/4 of said Section 23 to the point of beginning; thence South 89°30'49" West, 403.87 feet; thence North 00°22'39" West, 558.12 feet; thence 34.27 feet along the arc of a 55.00 foot radius curve to the right whose long chord bears North 17°28'31" East, 33.72 feet; thence North 35°19'40" East, 52.85 feet; thence 159.70 feet along the arc of a 165.00 foot radius curve to the right whose long chord bears North 63°03'19" East, 153.54 feet; thence South 89°13'02" East, 212.86 feet; thence South 01°24'34" East, 696.84 feet along the East line to the point of beginning.

Parcel 3

All right, title, estate and interest created by that certain Land Use Agreement dated as of November 23, 2009, by and between the Project Owner and the Board of Regents of the University of Wisconsin System, recorded on December 1, 2009 in the Office of the Register of Deeds for Brown County, Wisconsin, as Document No. 2450567, and affecting the following real property:

Part of the Southeast 1/4 of the Southwest 1/4 of Section 23, T24N-R21E, in the City of Green Bay, Brown County, Wisconsin, more fully described as follows:

Commencing at the South ¼ corner of Section 23, T24N-R21E; thence N01°24'34"W, 654.88 feet along the East line of the Southwest ¼ of said Section 24; thence S89°30'49"W, 225.25 feet to the point of beginning; thence S00°29'11"E, 107.44 feet; thence S53°31'36"W, 489.47 feet; thence N45°22'45"W, 101.96 feet; thence S44°45'37"W, 17.41 feet; thence N45°32'09"W, 44.24 feet; thence S44°27'51"W, 39.97 feet; thence N45°32'09"W, 15.02 feet; thence N44°10'39"W, 75.52 feet; thence N44°52'56"W, 45.42 feet; thence 6.24 feet along the arc of an 8.07 foot radius curve to the right whose long chord bears N22°42'38"W, 6.09 feet; thence N00°32'19"W, 237.56 feet; thence 100.47 feet along the arc of a 113.38 foot radius curve to the right whose long chord bears N24°50'53"E, 97.21 feet; thence 144.88 feet along the arc of a 166.50 foot radius curve to

the left whose long chord bears N25°18'20"E, 140.35 feet; thence 27.99 feet along the arc of a 17.99 foot radius curve to the right whose long chord bears N44°56'30"E, 25.25 feet; thence N89°30'24"E, 239.23 feet; thence 155.59 feet along the arc of a 99.18 foot radius curve to the left whose long chord bears N44°33'52"E, 140.12 feet; thence S00°22'39"E, 339.73 feet; thence N89°30'49"E, 178.62 feet to the point of beginning.

**HOUSING AUTHORITY OF
THE CITY OF GREEN BAY, WISCONSIN**

September 16, 2021

Resolution No. 2021-04

**Preliminary Resolution Relating to a Proposed Student Housing Project
of the Housing Authority of the City of Green Bay, Wisconsin,
in the University of Wisconsin - Green Bay campus area
the Financing Thereof and other Details Relating Thereto**

WHEREAS, the Housing Authority of the City of Green Bay, Wisconsin (the “**Authority**”), a public body corporate and politic duly organized and existing under and pursuant to the laws of the State of Wisconsin, is authorized and empowered by Sections 66.1201 to 66.1211, Wisconsin Statutes, as amended (hereinafter sometimes referred to as the “**Act**”):

- (a) Within the City of Green Bay, Wisconsin (the “**City**”) to prepare, carry out, lease and operate housing projects approved by the Common Council of the City;
- (b) To do all things necessary or convenient to effectuate its purpose of providing safe and sanitary dwelling accommodations in the City for persons of low income at affordable rents, including issuing bonds for such purpose;
- (c) To determine: (i) the amount of income which is necessary to enable persons or families, without financial assistance, to live in decent, safe and sanitary dwellings, without overcrowding (“**Necessary Income**”); (ii) the rent levels which are within the financial reach of persons lacking such Necessary Income (“**Affordable Occupancy Costs**”); and (iii) the accommodations sufficient to provide safe and sanitary dwellings without overcrowding (“**Necessary Accommodations**”); and

WHEREAS, it is the finding and determination of the Authority that there is a shortage of Necessary Accommodations at Affordable Occupancy Costs for students lacking the Necessary Income in the area within the City on and proximate to the University of Wisconsin - Green Bay campus (the “**UW Green Bay Campus Area**”); and

WHEREAS, the Authority is desirous of alleviating this shortage and is willing to exercise its powers to this end including financing the acquisition and construction of student housing facilities, provided that such exercise results in no cost to or financial liability on the part of the Authority or the City, direct or contingent; and

WHEREAS, the Authority wishes to encourage and induce interested persons to make proposals to it for the Project (as defined in Section 1 hereof) to the aforesaid ends; and

WHEREAS, it is the finding and determination of the Authority that the shortage of Necessary Accommodations at Affordable Occupancy Costs for persons lacking the Necessary Income in the UW Green Bay Campus Area constitutes a detriment to the health, safety and welfare of the residents of the City and impairs economic values;

NOW, THEREFORE, BE IT RESOLVED:

Section 1. Definitions.

In addition to the definitions in the preamble hereof, the following terms when used herein shall have the following respective meanings:

- (a) **“Affordable Occupancy Costs”** is generally defined in the preamble hereof. The Authority hereby preliminarily finds and determines that Affordable Occupancy Costs is an amount in respect to each person occupying a residential unit which is not greater than the amount such person (and his or her family if such person is a dependent) is able to afford (after taking into account scholarships, gifts and grants received for educational expenses by the student from unrelated sources) as determined by the University of Wisconsin - Green Bay (**“UWGB”**) based upon the standard College Scholarship Service Financial Aid (CSS Profile Application) or any successor thereto.
- (b) **“Authority Criteria”** shall mean such guidelines, criteria and/or application requirements as the Authority may adopt from time to time relating to issuance of revenue bonds for the Project.
- (c) **“Developer”** is a person or entity that, in response to the invitation to submit a proposal as hereinafter described, is awarded a contract by the Authority to undertake the Project.
- (d) **“Necessary Income”** is generally defined in the preamble hereof. The Authority hereby preliminarily finds and determines that Necessary Income (expressed as an annual income) for a Project is presently: (a) in the case of a student who is independent from his or her parents, an annual income (excluding scholarships, gifts and grants for educational expenses received by a student from unrelated sources) of at least 80% of the median income for a family of one in Brown County, Wisconsin (the **“County”**) as determined by the U.S. Department of Housing and Urban Development (**“HUD”**) from time to time, and (b) in the case of a student who is not independent from his or her parents, an annual income (excluding scholarships, gifts and grants for educational expenses received by a student from unrelated sources) of \$12,000 for the student individually and an aggregate family income (parents and student) of 80% of the median income for a family of

four in the County as determined by HUD from time to time. The definition of “Necessary Income” may be redefined hereafter not more frequently than annually by the Authority to a higher (but not a lesser) amount at the request of the Developer consistent with increases in median family incomes in the County.

- (e) **“Necessary Accommodations”** is generally defined in the preamble hereof. The Authority hereby finds and determines that Necessary Accommodations for a Project is that level of accommodation established by HUD guidelines for assisted housing.
- (f) **“Project”** shall mean collectively, the acquisition of land, construction and/or acquisition of buildings, and other improvements in the UW Green Bay Campus Area containing dwelling units of Necessary Accommodations at Affordable Occupancy Costs for persons lacking the Necessary Income, property rights in which can be acquired by the Authority without cost or financial liability to the Authority or the City. The Project shall be new construction of student housing facilities.

Section 2. Findings.

The Authority hereby finds that the Project as described in this Resolution is a “housing project” within the meaning of the Act.

Section 3. Authorization to Submit Proposals; Publication.

The appropriate officers and agents of the Authority are hereby authorized and directed by advertising and by other appropriate means, to invite prospective Developers to submit proposals to the Authority to provide a Project involving the construction of a residential facility for students containing approximately 232 beds to be located in the UWGB Campus Area. All such proposals shall be in writing and received in the office of the Authority not later than 4:00 p.m., Central Time, on Friday, October 15, 2021. The Authority will consider, at its first meeting following the due date for the proposals, all timely proposals received. The Authority may contingently award contracts to the prospective Developer or Developers who submit a proposal for the Project, which satisfies the Authority Criteria and are otherwise acceptable to the Authority. Pursuant to the Act, the Authority will evaluate all proposals based on site, cost, design, the prospective Developer’s experience, the number of units of Necessary Accommodations at Affordable Occupancy Costs for persons lacking the Necessary Income, which will be generated, and the Authority Criteria. The appropriate representatives of the Authority are hereby authorized and directed to publish a Request for Proposals in substantially the form as attached hereto as Exhibit A in the official newspaper of the Authority once each week for two successive weeks, the first such publication to be not later than September 23, 2021 and the last not later than September 30, 2021.

Section 4. Initial Parameters for the Bonds.

If requested by a Developer, and subject to the conditions specified in paragraph 5 hereof, the Authority will pursue and consummate financings having the following elements:

- (a) The Authority shall issue revenue bonds pursuant to the Act, at one or more times in one or more series, in the aggregate principal amount not to exceed of \$25,000,000 as the Developer shall request; *provided, however*, that the actual aggregate principal amount shall not be greater than the sum of the then estimated aggregate cost of providing the Project, plus the amount necessary to fund any reserves and/or working capital deemed necessary or desirable, plus the estimated financing and bond issuance costs less Developer's equity (said bonds being hereinafter called the "**Bonds**").
- (b) The Bonds shall be limited obligations of the Authority payable by the Authority solely out of revenues derived from the Developer or otherwise provided for pursuant to the terms of a loan or similar agreement (hereinafter called the "**Revenue Agreement**") to be entered into between the Authority and the Developer.
- (c) The Revenue Agreement shall require the Developer to acquire, construct, rehabilitate, or install the Project, as applicable, and to provide the Authority with revenues sufficient in all events to pay when due the principal of, premium, if any, and interest on the Bonds.
- (d) The Bonds shall have such maturities, interest rates and redemption limitations as the Developer and the initial Bond purchaser(s) shall propose subject to the approval of the Authority.

Section 5. Conditions of Issuance of Bonds.

The issuance of the Bonds by the Authority shall be on the following conditions:

- (a) The Bonds shall not constitute an indebtedness of the City within the meaning of any State constitutional provision or statutory limitation.
- (b) The Bonds shall not constitute or give rise to a pecuniary liability, direct or contingent, of any kind or degree whatsoever, of the Authority or of the City or a charge against their general credit or the taxing powers of the City.
- (c) The Developer shall be responsible for finding a purchaser or purchasers for all of the Bonds.

- (d) Prior to the issuance of the Bonds, this body, by further resolution, shall have authorized and approved the terms of the Bonds and the Revenue Agreement.
- (e) The Bonds shall be issued pursuant to the Act, and the delivery of the Bonds shall be accompanied with the unqualified approving legal opinion of Foley & Lardner LLP or such other nationally recognized firm of bond attorneys as shall be acceptable to the Authority and the Developer.
- (f) All out-of-pocket costs and fees of the Authority in connection with the issuance and sale of the Bonds shall be paid or reimbursed either from the proceeds of the Bonds or by the Developer.

Section 6. Declaration of Official Intent.

This Resolution constitutes a declaration of official intent to reimburse expenditures of the Developer with proceeds of the Bonds for purposes of Section 1.150-2 of the Treasury Regulations.

Section 7. Amendment to Mortgage.

In connection with the issuance by the Authority of housing revenue bonds in 1997 (the “**1997 Bonds**”) under an Indenture of Trust, dated as of February 1, 1997 (as supplemented, the “**Indenture**”) on behalf of University Village Housing, Inc. (the “**Borrower**”), the Borrower delivered a Mortgage, Assignment of Rents and Security Agreement, dated as of February 1, 1997 (as amended, the “**Mortgage**”), for the benefit of the Authority and as security for the 1997 Bonds and as security for subsequent bonds issued by the Authority on behalf of the Borrower (the “**Prior Bonds**”), which Mortgage was assigned by the Authority to Associated Trust Company, National Association, as trustee for the 1997 Bonds and the Prior Bonds. The Borrower, UWGB, and the University of Wisconsin Board of Regents (“**UWBR**”) now desire, and have agreed, to exchange a parcel of real property currently owned by the Borrower for a parcel of real property of equal or greater value currently owned by UWBR, each located on the UWGB campus, to facilitate the Project. The exchange of parcels requires an amendment to the Mortgage to release from the mortgaged property the parcel currently owned by the Borrower and to add to the mortgaged property the parcel currently owned by UWBR (the “**Mortgage Amendment**”). The Authority hereby approves the Mortgage Amendment, in substantially the form presented to this meeting, to facilitate such property exchange. The Chairperson and Secretary of the Authority are hereby authorized and directed to execute and deliver any documentation evidencing its acknowledgement and approval of the Mortgage Amendment.

Section 8. Authority Terms and Conditions.

This Resolution is further expressly subject to the terms and conditions of any guidelines governing the issuance of the Bonds, which may be adopted by the Authority.

Section 9. Effective Date/Expiration.

 This Resolution shall be effective immediately upon its passage and approval. Except to the extent that Bonds shall have been issued prior thereto, the authorities and authorizations given by this Resolution shall expire on the second anniversary date of the date of adoption of this Resolution or on such later date as this body may specify by resolution adopted either before or after such date.

* * * * *

Adopted: September 16, 2021

William Vande Castle, Chairperson

Cheryl Renier-Wigg, Secretary

EXHIBIT A
REQUEST FOR PROPOSALS

The Housing Authority of the City of Green Bay, Wisconsin (the “**Authority**”), pursuant to a Preliminary Resolution adopted by the Authority on September 16, 2021, requests interested parties to make written proposals to the Authority at the address specified below, before 4:00 p.m., Central Time, on Friday, October 15, 2021 to provide a residential facility for students containing approximately 232 beds to be located on the University of Wisconsin – Green Bay campus in the City of Green Bay, Wisconsin (the “**City**”), containing dwelling units of Necessary Accommodations which satisfy the Authority Criteria at Affordable Occupancy Costs for persons lacking the Necessary Income, property rights in which can be acquired by the Authority. The Authority reserves the right to reject any proposal involving any cost or financial liability, direct or contingent, of any kind or degree whatsoever to the Authority or to the City.

All capitalized terms in this notice of request for proposals are defined in the Resolution referred to above, a copy of which, together with further information, may be obtained by addressing inquiries to the undersigned at the Housing Authority of the City of Green Bay, 100 North Jefferson Street, Room 608, Green Bay, Wisconsin 54301.

/s/ Cheryl Renier-Wigg
Secretary

Publication Dates: September 23, 2021 and September 30, 2021



Report to the
**Housing Authority
of the City of Green Bay**

MEETING DATE

September 16, 2021

PREPARED BY

Stephanie Schmutzer, Staff

AGENDA ITEM # E.2

Consideration with possible action on approval of the amended GBHA Operating Budget and Budget Amendment Resolution No. 2021-05, for Fiscal Year Beginning July 1, 2021.

BACKGROUND

The GBHA annual operating budget runs from July 1, 2021, through June 30, 2022. This amendment to the budget will increase line 4430.11 Snow Removal by \$4,000 and decrease line 4410.00 Maint - Labor by \$4,000 for Mason Manor only. This is to account for contracting out snow removal services for the 2021-2022 winter season. There is no increase to the overall budget.

HUD requires a board resolution showing approval of the budget amendments - Resolution #2021-05.

RECOMMENDATION

Approval of the amended GBHA operating budget and Budget Amendment Resolution No. 2021-05, for Fiscal Year Beginning July 1, 2021.

FISCAL IMPACT**ATTACHMENTS**

1. 21-22 Budget - amended
2. NO 2021-05 Budget Amendment Resolution

Mason Manor						
	PY	YTD 7/1-3/31	20-21 Budget	21-22 Budget	\$ Budget changed	% of Budget changed
Income						
2802.00 · Hud Contributions	191,863.00	131,851.00	165,931.80	175,801.33	9,869.53	5.95%
3110.00 · Dwelling Rental	518,471.73	379,047.91	477,505.21	505,397.21	27,892.00	5.84%
3120.00 · Excess Utilities	5,617.00	3,448.00	4,436.40	4,597.33	160.93	3.63%
3510.00 · Management Fee Revenue	0.00	0.00	0.00	0.00	0.00	0.0%
3520.00 · Asset Management Rev	0.00	0.00	0.00	0.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	0.00	0.00	0.00	0.00	0.00	0.0%
3610.00 · Int Income	10,274.65	1,328.56	10,000.00	750.00	-9,250.00	-92.5%
3690.00 · Other Income - Tenants	7,720.00	4,630.00	7,500.00	6,173.33	-1,326.67	-17.69%
3690.01 · Other Income - Ins Dividends	4,142.44	2,570.28	500.00	3,427.04	2,927.04	585.41%
3690.02 · Other Income	16,723.89	8,292.75	8,000.00	11,057.00	3,057.00	38.21%
3690.03 · Cell Tower Rent	142,809.21	80,307.87	142,000.00	130,000.00	-12,000.00	-8.45%
3700.00 · HUD Cares grant	29,001.00	0.00	0.00	0.00	0.00	0.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.00	0.00	0.0%
Total Income	926,622.92	611,476.37	815,873.41	837,203.25	21,329.84	2.61%
Expense						
4110.00 · Admin Salaries	102,167.48	77,719.60	98,000.00	108,500.00	10,500.00	10.71%
4120.00 · Compensated Absences	1,253.66	0.00	1,000.00	500.00	-500.00	-50.0%
4130.00 · Legal Expense	656.73	1,786.92	1,500.00	1,500.00	0.00	0.0%
4130.01 · Investigations Expense	1,810.19	2,376.57	2,600.00	2,600.00	0.00	0.0%
4140.00 · Staff Training	0.00	125.00	4,000.00	4,000.00	0.00	0.0%
4150.00 · Travel	169.55	35.75	250.00	250.00	0.00	0.0%
4160.00 · Management Fee	99,198.88	83,445.00	98,696.64	101,469.12	2,772.48	2.81%
4163.00 · BookKeeping Fee	13,560.00	11,250.00	13,680.00	13,680.00	0.00	0.0%
4165.00 · Asset Management Fee	18,360.00	15,300.00	18,240.00	18,240.00	0.00	0.0%
4171.00 · Auditing Fees	3,154.00	3,382.00	3,600.00	3,500.00	-100.00	-2.78%
4182.00 · Employee Benefits - Admin	45,934.68	34,986.94	40,000.00	43,500.00	3,500.00	8.75%
4190.01 · Printing	2,127.46	1,363.11	2,750.00	1,850.00	-900.00	-32.73%
4190.02 · Postage	962.50	742.50	1,000.00	990.00	-10.00	-1.0%
4190.03 · Paper & Office Supplies	843.98	771.48	1,500.00	1,000.00	-500.00	-33.33%
4190.04 · Publications	0.00	0.00	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	0.00	0.00	50.00	50.00	0.00	0.0%
4190.06 · Computer Support	10,237.81	4,643.32	12,000.00	12,000.00	0.00	0.0%
4190.07 · Tele Fax & Comm	1,689.77	1,389.04	1,750.00	1,850.00	100.00	5.71%
4190.08 · Marketing	1,700.55	1,472.56	2,300.00	2,300.00	0.00	0.0%
4190.10 · Miscellaneous	10,090.40	2,047.72	2,000.00	2,000.00	0.00	0.0%
4220.00 · Ten Ser-Recr Etc	70.34	128.44	1,500.00	200.00	-1,300.00	-86.67%
4220.01 · Ten Ser - Resident Part	3,162.12	2,185.49	3,000.00	2,900.00	-100.00	-3.33%
4230.00 · Ten Ser-Contrs	35,955.42	27,542.14	37,804.20	26,800.00	-11,004.20	-29.11%
4310.00 · Water	43,926.26	27,826.34	43,000.00	37,500.00	-5,500.00	-12.79%
4320.00 · Electricity	62,680.51	46,098.33	68,500.00	61,000.00	-7,500.00	-10.95%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
4330.00 · Gas	31,423.91	21,252.31	31,000.00	28,500.00	-2,500.00	-8.07%
4390.00 · Other Utilities	4,616.24	3,308.19	4,700.00	4,400.00	-300.00	-6.38%
4410.00 · Maint - Labor	98,760.74	69,099.88	139,000.00	140,500.00	1,500.00	1.08%
4420.00 · Maint - Supplies	51,618.80	28,492.52	67,000.00	38,000.00	-29,000.00	-43.28%
4430.00 · Maint - Contracts	41,486.42	31,033.91	45,000.00	41,378.55	-3,621.45	-8.05%
4430.01 · Maint - Non-Contract	4,180.98	9,810.73	5,500.00	5,500.00	0.00	0.0%
4430.03 · Maint - Truck Maint	2,346.14	419.02	2,500.00	500.00	-2,000.00	-80.0%
4430.09 · Fire Protection - Maint	4,186.01	2,104.83	5,000.00	2,800.00	-2,200.00	-44.0%
4430.10 · Heating and Cooling	3,707.88	5,439.07	5,000.00	6,000.00	1,000.00	20.0%
4430.11 · Snow Removal	8,563.80	2,707.52	2,500.00	6,500.00	4,000.00	160.0%
4430.12 · Elevator Maintenance	9,207.32	8,730.24	10,500.00	10,500.00	0.00	0.0%
4430.13 · Landscape and Grounds	1,800.21	11.73	5,000.00	1,000.00	-4,000.00	-80.0%
4430.14 · Unit Turnaround	130.80	0.00	500.00	0.00	-500.00	-100.0%
4430.15 · Electrical	0.00	0.00	1,000.00	0.00	-1,000.00	-100.0%
4430.16 · Plumbing	165.00	1,104.64	1,750.00	1,250.00	-500.00	-28.57%
4430.17 · Extermination	17,693.12	16,976.36	24,000.00	22,750.00	-1,250.00	-5.21%
4430.18 · Appliances	0.00	0.00	5,000.00	0.00	-5,000.00	-100.0% #
4430.19 · Garbage & Trash Removal	5,636.08	3,741.00	6,000.00	5,000.00	-1,000.00	-16.67%
4430.25 · Unit Repair	0.00	2,635.00	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	0.01	0.00	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	43,865.14	30,257.13	48,000.00	50,750.00	2,750.00	5.73%
4480.00 · Protect Service	0.00	620.24	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	10,757.86	33,065.17	11,000.00	34,000.00	23,000.00	209.09%
4510.01 · Insurance Expenses - Liability	6,619.00	6,796.00	7,000.00	7,000.00	0.00	0.0%
4520.00 · PILOT	38,144.18	0.00	34,000.00	39,000.00	5,000.00	14.71%
4530.00 · Bank Fees	0.00	0.00	0.00	0.00	0.00	0.0%
4572.00 · Bad Debt - Tenant Rents	999.00	0.00	5,000.00	5,000.00	0.00	0.0%
4590.00 · Other General	0.00	0.00	0.00	0.00	0.00	0.0%
4700.00 · HUD Cares grant exp	29,001.00	0.00	0.00	0.00	0.00	0.0%
4800.00 · Depreciation Expense	115,035.10	0.00	175,000.00	175,000.00	0.00	0.0%
9120.00 · Transfers Out	25,000.00	0.00	0.00	0.00	0.00	0.0%
Total Expense	1,014,657.03	624,223.74	1,099,670.84	1,073,507.67	-26,163.17	-2.38%
Net Income	-88,034.11	-12,747.37	-283,797.43	-236,304.41		

Appliances purchased w/ CFP

(61,304.41) P/(I) without Depreciation

PHA Board Resolution

Approving Operating Budget

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)OMB No. 2577-0026
(exp. 06/30/2022)

Public reporting burden for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:

PHA Code:

PHA Fiscal Year Beginning:

Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- ☐ Operating Budget approved by Board resolution on:
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
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9:59 AM

09/08/21

Green Bay Housing Authority

Check Detail

August 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6331	08/13/2021	AT&T	door system	1111.01 · General ...	
Bill	7/22/21	07/22/2021		door system	4190.07 · Tele Fax...	-52.63
				Door system	4190.07 · Tele Fax...	-52.63
TOTAL						-105.26
Bill Pmt -Check	6332	08/13/2021	CEC		1111.01 · General ...	
Bill	362986	07/24/2021		inspection	4430.09 · Fire Prote...	-1,425.00
Bill	363942	07/31/2021		signal switch	4430.09 · Fire Prote...	-1,165.89
TOTAL						-2,590.89
Bill Pmt -Check	6333	08/13/2021	CITY OF GREEN B...		1111.01 · General ...	
Bill	6/30/21 mm	06/30/2021		PILOT	4520.00 · PILOT	-37,335.89
Bill	6/30/21 SS	06/30/2021		PILOT	4520.00 · PILOT	-37,098.03
Bill	970-12420	07/20/2021		1412 Univers...	4430.25 · Unit Repair	-660.00
				Stamps	4190.02 · Postage	-137.50
				Stamps	4190.02 · Postage	-137.50
				Web ad	4190.08 · Marketing	-20.00
				garbage pickup	4430.19 · Garbage ...	-410.00
Bill	970-12420	07/22/2021		burners/Sho...	4420.00 · Maint - S...	-438.51
Bill	970-12420	07/28/2021		maint shelving	4420.00 · Maint - S...	-106.24
				safty glasses...	4420.00 · Maint - S...	-234.20
				mulch	4430.13 · Landscap...	-780.00
Bill	970-12420	07/29/2021		Bingo nifht & ...	4220.01 · Ten Ser -...	-35.64
Bill	970-12420	08/02/2021		copeis	4190.01 · Printing	-81.13
				copies	4190.01 · Printing	-81.13
TOTAL						-77,555.77
Bill Pmt -Check	6334	08/13/2021		Sd refund	1111.01 · General ...	
Bill	SD refund	08/01/2021		SD refund - ...	2114.00 · Tenant S...	-195.12
				Key Dept ref...	2114.02 · Security ...	-4.88
TOTAL						-200.00
Bill Pmt -Check	6335	08/13/2021	GREEN BAY WAT...		1111.01 · General ...	
Bill	7/21/21-1882-05	07/21/2021		886 Division	4390.00 · Other Util...	-61.95
				886 Division	4310.00 · Water	-210.64
Bill	7/21/21-2375-04	07/21/2021		1428 Dousman	4390.00 · Other Util...	-61.95
				1428 Dousman	4310.00 · Water	-130.99
Bill	7/21/21-2170-03	07/21/2021		815 Dousman	4390.00 · Other Util...	-61.95
				815 Dousman	4310.00 · Water	-250.25
Bill	7/28/21-4089-05	07/28/2021		835 Christiana	4390.00 · Other Util...	-61.95
				835 Christiana	4310.00 · Water	-524.63
Bill	7/28/21-4086-04	07/28/2021		839 Christiana	4390.00 · Other Util...	-61.95
				839 Christiana	4310.00 · Water	-163.40
Bill	7/28/21-4356-06	07/28/2021		896 School	4390.00 · Other Util...	-61.95
				896 School	4310.00 · Water	-128.60
Bill	7/29/21-4665-01	07/29/2021		1424 Admiral	4390.00 · Other Util...	-358.70
				1424 Admiral	4310.00 · Water	-3,404.76
TOTAL						-5,543.67

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Green Bay Housing Authority

Check Detail

August 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6336	08/13/2021		SD refund	1111.01 · General ...	
Bill	SD refund	08/01/2021		SD refund - ... Key Dept ref...	2114.00 · Tenant S... 2114.02 · Security ...	-50.00 -40.00
TOTAL						-90.00
Bill Pmt -Check	6337	08/13/2021	KONE INC	N10271972	1111.01 · General ...	
Bill	959734272	08/01/2021		maint contract	4430.12 · Elevator ...	-910.00
TOTAL						-910.00
Bill Pmt -Check	6338	08/13/2021	LANGAN INVESTI...	professional...	1111.01 · General ...	
Bill	7/1-7/31/2021 mm	08/04/2021		professional ...	4130.01 · Investigat...	-182.00
TOTAL						-182.00
Bill Pmt -Check	6339	08/13/2021		SD refund	1111.01 · General ...	
Bill	SD refund	08/11/2021		SD refund - ...	2114.00 · Tenant S...	-200.00
TOTAL						-200.00
Bill Pmt -Check	6340	08/13/2021	Sandberg K9 Solu...	1424 Admira...	1111.01 · General ...	
Bill	1822	08/04/2021		inspection	4430.17 · Extermin...	-75.00
TOTAL						-75.00
Bill Pmt -Check	6341	08/13/2021	SCOTT WARNER ...		1111.01 · General ...	
Bill	145	08/05/2021		siding - 1339 ...	4430.25 · Unit Repair	-1,300.00
Bill	146	08/05/2021		siding - 1339 ...	4430.25 · Unit Repair	-900.00
TOTAL						-2,200.00
Bill Pmt -Check	6342	08/13/2021	TIME WARNER CA...		1111.01 · General ...	
Bill	703250601071921	07/19/2021		wifi	4230.00 · Ten Ser...	-89.99
Bill	8/1-8/31/21	08/01/2021		cable	4230.00 · Ten Ser...	-2,830.13
TOTAL						-2,920.12
Bill Pmt -Check	6343	08/13/2021	Truck 'N Junk LLC	1424 Admiral	1111.01 · General ...	
Bill	542170	08/01/2021		removal of ite...	4420.00 · Maint - S...	-299.00
TOTAL						-299.00

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Green Bay Housing Authority

Check Detail

August 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6344	08/13/2021	WISCONSIN PUBL...		1111.01 · General ...	
Bill	7/27/21-2671-00215	07/27/2021		836 Cora	4320.00 · Electricity	-65.53
				836 Cora	4330.00 · Gas	-20.96
Bill	7/29/21-2671-00002	07/29/2021		1424 Admiral	4320.00 · Electricity	-7,223.12
Bill	7/29/21-2671-00036	07/29/2021		1424 Admiral	4320.00 · Electricity	-127.97
Bill	8/1/21 UR's	08/01/2021		1009 Crooks ...	4320.01 · Utility Rei...	-80.00
				1420 Univeri...	4320.01 · Utility Rei...	-66.00
				1333 universi...	4320.01 · Utility Rei...	-93.00
				1440 Univers...	4320.01 · Utility Rei...	-10.00
				1121 universi...	4320.01 · Utility Rei...	-83.00
				715 N Chest...	4320.01 · Utility Rei...	-120.00
				1444 Univerit...	4320.01 · Utility Rei...	-86.00
				1337 Univers...	4320.01 · Utility Rei...	-240.00
				415 N Maple ...	4320.01 · Utility Rei...	-40.00
				1016 Pine - ...	4320.01 · Utility Rei...	-93.00
				839 Christian...	4320.01 · Utility Rei...	-86.00
				967 Holzer - ...	4320.01 · Utility Rei...	-62.00
				1412 Univeri...	4320.01 · Utility Rei...	-87.00
				913 N Chest...	4320.01 · Utility Rei...	-65.00
				1339 Univers...	4320.01 · Utility Rei...	-120.00
Bill	8/2/21-2671-00215	08/02/2021		836 Cora	4320.00 · Electricity	-11.45
				836 Cora	4330.00 · Gas	-3.91
TOTAL						-8,783.94
Bill Pmt -Check	6345	08/13/2021	YP	web ad	1111.01 · General ...	
Bill	7/17/21	07/17/2021		web ad	4190.08 · Marketing	-29.00
TOTAL						-29.00
Bill Pmt -Check	6346	08/26/2021	AMA HEATING	1424 Admiral	1111.01 · General ...	
Bill	S94027	08/13/2021		filters & maint	4430.10 · Heating a...	-346.17
TOTAL						-346.17
Bill Pmt -Check	6347	08/26/2021	CELLCOM	cell bill	1111.01 · General ...	
Bill	225917	08/15/2021		cell bill	4190.07 · Tele Fax...	-43.56
				Cell bill	4190.07 · Tele Fax...	-95.06
TOTAL						-138.62
Bill Pmt -Check	6348	08/26/2021	CITY OF GREEN B...		1111.01 · General ...	
Bill	145571	07/30/2021		fuel	4430.03 · Maint - Tr...	-72.21
				fuel	4430.03 · Maint - Tr...	-72.22
Bill	141457	08/01/2021		liabilities	4433.00 · Emp Ben...	-794.31
				liabilities	4433.00 · Emp Ben...	-794.31
Bill	970-12420	08/04/2021		wall plates/bl...	4420.00 · Maint - S...	-211.68
Bill	970-12420	08/05/2021		WAHA confe...	4140.00 · Staff Trai...	-200.00
				WAHA confe...	4140.00 · Staff Trai...	-200.00
Bill	970-12420	08/06/2021		background c...	4130.01 · Investigat...	-9.41
				background c...	4130.01 · Investigat...	-9.41
Bill	145615	08/09/2021		violation char...	4430.19 · Garbage ...	-54.00
Bill	970-12420	08/10/2021		mulch	4430.13 · Landscap...	-390.00
				parts	4430.03 · Maint - Tr...	-28.41
				assembly/dri...	4420.00 · Maint - S...	-117.09
Bill	970-12420	08/20/2021		DISC training	4140.00 · Staff Trai...	-89.91
				DISC training	4140.00 · Staff Trai...	-224.77

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Green Bay Housing Authority

Check Detail

August 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill	146086	08/23/2021		DISC training HR services	4140.00 · Staff Trai... 4190.10 · Miscellan...	-224.77 -5,249.11
TOTAL						-8,741.61
Bill Pmt -Check	6349	08/26/2021	Clean By Design L...	1424 Admiral	1111.01 · General ...	
Bill	1600	08/22/2021		Cleaning #806 cleaning #516	4430.00 · Maint - C... 4430.00 · Maint - C...	-360.00 -460.00
TOTAL						-820.00
Bill Pmt -Check	6350	08/26/2021	GREEN BAY WAT...		1111.01 · General ...	
Bill	8/1/21-5334-04	08/04/2021		516 N Ashland	4390.00 · Other Util...	-61.95
Bill	8/4/21-5210-05	08/04/2021		516 N Ashland 836 Cora	4310.00 · Water 4390.00 · Other Util...	-687.27 -61.95
Bill	8/4/21-5524-04	08/04/2021		836 Cora 522 n Maple	4310.00 · Water 4390.00 · Other Util...	-16.41 -61.95
Bill	8/4/21-5574-03	08/04/2021		522 n Maple 409 N Maple	4310.00 · Water 4390.00 · Other Util...	-236.77 -61.95
Bill	8/4/21-5706-05	08/04/2021		409 N Maple 913 N Chest...	4310.00 · Water 4390.00 · Other Util...	-213.16 -61.95
Bill	8/4/21-33210-01	08/04/2021		913 N Chest... 510 N Chest...	4310.00 · Water 4390.00 · Other Util...	-159.48 -61.95
Bill	8/4/21-5573-04	08/04/2021		510 N Chest... 415 N Maple	4310.00 · Water 4390.00 · Other Util...	-171.09 -61.95
Bill	/4/21-5694-03	08/04/2021		415 N Maple 715 N Chest...	4310.00 · Water 4390.00 · Other Util...	-61.70 -61.95
Bill	8/4/21-33149-01	08/04/2021		715 N Chest... 816 N Maple	4310.00 · Water 4390.00 · Other Util...	-128.62 -61.95
Bill	8/4/21-5459-02	08/04/2021		816 N Maple 509 S Maple	4310.00 · Water 4390.00 · Other Util...	-208.75 -61.95
Bill	8/4/21-5399-04	08/04/2021		509 S Maple 323 N Ashland	4310.00 · Water 4390.00 · Other Util...	-150.45 -120.40
TOTAL				323 N Ashland	4310.00 · Water	-214.23
TOTAL						-2,987.83
Bill Pmt -Check	6351	08/26/2021	HOUSING AUTHO...	insurance	1111.01 · General ...	
Bill	HG00110956	08/11/2021		insurance insurance insurance	4510.01 · Insurance... 4510.01 · Insurance... 4510.01 · Insurance...	-300.00 -7,702.00 -3,107.00
TOTAL						-11,109.00
Bill Pmt -Check	6352	08/26/2021	HOUSING INSURA...	insurance	1111.01 · General ...	
Bill	1730	08/12/2021		insurance insurance	4510.00 · Insurance... 4510.00 · Insurance...	-35,514.38 -20,182.62
TOTAL						-55,697.00
Bill Pmt -Check	6353	08/26/2021	Jayme Valentine	mileage	1111.01 · General ...	
Bill	July Mileage	07/31/2021		mileage mileage	4150.00 · Travel 4150.00 · Travel	-31.92 -20.72
TOTAL						-52.64

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Green Bay Housing Authority

Check Detail

August 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6354	08/26/2021	Koehler Flooring	PO 2100093	1111.01 · General ...	
Bill	1322	08/18/2021		carpet rolls	4430.25 · Unit Repair	-7,296.00
TOTAL						-7,296.00
Bill Pmt -Check	6355	08/26/2021	KONE INC	1424 Admiral	1111.01 · General ...	
Bill	959935585	08/01/2021		elevator maint	4430.12 · Elevator ...	-910.00
TOTAL						-910.00
Bill Pmt -Check	6356	08/26/2021	Lutheran Social S...	Social worker	1111.01 · General ...	
Bill	156373	07/31/2021		Social worker...	4210.00 · Ten Ser-...	-5,557.00
TOTAL						-5,557.00
Bill Pmt -Check	6357	08/26/2021	One Service LLC		1111.01 · General ...	
Bill	308	07/28/2021		1332 Univeir...	4430.17 · Extermin...	-60.00
Bill	311	08/06/2021		1339 Univers...	4430.17 · Extermin...	-60.00
Bill				#217 beetles ...	4430.17 · Extermin...	-60.00
TOTAL						-180.00
Bill Pmt -Check	6358	08/26/2021	Twin Eagle Holdin...	1424 Admira...	1111.01 · General ...	
Bill	144465	08/11/2021		1424 Admiral...	4330.00 · Gas	-914.00
TOTAL						-914.00
Bill Pmt -Check	6359	08/26/2021	VAN'S FIRE & SAF...	1424 Admiral	1111.01 · General ...	
Bill	4150110	08/02/2021		sprinkler insp...	4430.09 · Fire Prote...	-907.50
TOTAL						-907.50
Bill Pmt -Check	6360	08/26/2021	WISCONSIN PUBL...		1111.01 · General ...	
Bill	8/11/21-2671-00216	08/11/2021		1343 Univeristy	4320.00 · Electricity	-45.25
Bill				1343 Univeristy	4330.00 · Gas	-18.60
Bill	8/11/21-2671-00009	08/11/2021		1125 University	4320.00 · Electricity	-29.78
Bill				1125 University	4330.00 · Gas	-16.21
TOTAL						-109.84

Green Bay Housing Authority

Budget vs. Actual

Summary

Aug-21

	COCC		Mason Manor		RevBonds		ScSite		TOTAL	
	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget
Total Income	29,856.95	175,727.00	19,289.23	837,203.25	0.00	12,465.00	11,623.00	344,879.86	60,769.18	1,370,275.12
Total Expense	17,075.81	156,425.00	153,783.21	1,073,507.67	0.00	4,600.00	72,953.51	576,739.08	243,812.53	1,811,271.75
Net Income	12,781.14	19,302.00	-134,493.98	-236,304.41	0.00	7,865.00	-61,330.51	-231,859.22	-183,043.35	-440,996.63

Reserve Spreadsheet

	MM	SS
2021 Unaudited Report	549,554	322,448
YTD Net Income/(loss) Without Depreciation	(134,494)	(61,331)
Committed Funds	(150,000)	-
Remaining Projects	-	-
Subtotal	265,060	261,117
Transfer	-	-
Projected Reserve	265,060	261,117
6 Month Expenses	476,400	249,648
Excess/shortfall	(211,340)	11,470
	☹	☺

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%	13,546.00	175,801.33	-162,255.33	7.71%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	0.00	505,397.21	-505,397.21	0.0%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.0%	0.00	4,597.33	-4,597.33	0.0%
3510.00 · Management Fee Revenue	22,874.45	133,512.00	129,864.00	17.13%	0.00	0.00	0.00	0.0%
3520.00 · Asset Management Rev	4,020.00	24,000.00	24,000.00	16.75%	0.00	0.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	2,962.50	18,000.00	18,000.00	16.46%	0.00	0.00	0.00	0.0%
3610.00 · Int Income	0.00	200.00	2,500.00	0.0%	0.00	750.00	-750.00	0.0%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.0%	0.00	6,173.33	-6,173.33	0.0%
3690.01 · Other Income - Ins Dividends	0.00	15.00	15.00	0.0%	0.00	3,427.04	-3,427.04	0.0%
3690.02 · Other Income	0.00	0.00	0.00	0.0%	50.00	11,057.00	-11,007.00	0.45%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%	5,693.23	130,000.00	-124,306.77	4.38%
3700.00 · HUD Cares grant	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	0.00	0.00	0.0%
Total Income	29,856.95	175,727.00	-145,870.05	16.99%	19,289.23	837,203.25	-817,914.02	2.3%
Expense								
4110.00 · Admin Salaries	7,540.98	70,000.00	-62,459.02	10.77%	11,732.40	108,500.00	-96,767.60	10.81%
4120.00 · Compensated Absences	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
4130.00 · Legal Expense	0.00	6,000.00	-6,000.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	331.00	2,600.00	-2,269.00	12.73%
4140.00 · Staff Training	89.91	7,000.00	-6,910.09	1.28%	424.77	4,000.00	-3,575.23	10.62%
4150.00 · Travel	0.00	200.00	-200.00	0.0%	41.44	250.00	-208.56	16.58%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	17,430.91	101,469.12	-84,038.21	17.18%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	2,257.50	13,680.00	-11,422.50	16.5%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	3,060.00	18,240.00	-15,180.00	16.78%
4171.00 · Auditing Fees	0.00	1,850.00	-1,850.00	0.0%	0.00	3,500.00	-3,500.00	0.0%
4182.00 · Employee Benefits - Admin	3,766.00	30,000.00	-26,234.00	12.55%	5,163.55	43,500.00	-38,336.45	11.87%
4190.01 · Printing	0.00	300.00	-300.00	0.0%	348.96	1,850.00	-1,501.04	18.86%
4190.02 · Postage	30.13	300.00	-269.87	10.04%	137.50	990.00	-852.50	13.89%
4190.03 · Paper & Office Supplies	0.00	900.00	-900.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
4190.04 · Publications	0.00	300.00	-300.00	0.0%	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	0.00	400.00	-400.00	0.0%	0.00	50.00	-50.00	0.0%
4190.06 · Computer Support	0.00	7,000.00	-7,000.00	0.0%	0.00	12,000.00	-12,000.00	0.0%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	300.09	1,850.00	-1,549.91	16.22%
4190.08 · Marketing	0.00	3,000.00	-3,000.00	0.0%	69.00	2,300.00	-2,231.00	3.0%
4190.10 · Miscellaneous	5,249.11	15,000.00	-9,750.89	34.99%	0.00	2,000.00	-2,000.00	0.0%
4220.00 · Ten Ser-Recr Etc	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
4220.01 · Ten Ser - Resident Part	0.00	0.00	0.00	0.0%	96.14	2,900.00	-2,803.86	3.32%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.0%	6,190.24	26,800.00	-20,609.76	23.1%
4310.00 · Water	0.00	0.00	0.00	0.0%	6,956.18	37,500.00	-30,543.82	18.55%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	14,561.67	61,000.00	-46,438.33	23.87%
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%	1,860.89	28,500.00	-26,639.11	6.53%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	717.40	4,400.00	-3,682.60	16.31%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.0%	13,704.53	140,500.00	-126,795.47	9.75%
4420.00 · Maint - Supplies	0.00	100.00	-100.00	0.0%	2,467.93	38,000.00	-35,532.07	6.5%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	2,100.00	41,378.55	-39,278.55	5.08%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.0%	1,894.35	5,500.00	-3,605.65	34.44%
4430.03 · Maint - Truck Maint	0.00	100.00	-100.00	0.0%	423.33	500.00	-76.67	84.67%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.0%	3,498.39	2,800.00	698.39	124.94%
4430.10 · Heating and Cooling	0.00	0.00	0.00	0.0%	346.17	6,000.00	-5,653.83	5.77%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	0.00	6,500.00	-6,500.00	0.0%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%	2,730.00	10,500.00	-7,770.00	26.0%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%	1,170.00	1,000.00	170.00	117.0%
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	1,250.00	-1,250.00	0.0%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	3,134.98	22,750.00	-19,615.02	13.78%
4430.18 · Appliances	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.19 · Garbage & Trash Removal	0.00	0.00	0.00	0.0%	820.00	5,000.00	-4,180.00	16.4%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%	866.00	0.00	866.00	100.0%
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%	5,731.51	50,750.00	-45,018.49	11.29%
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%	35,514.38	34,000.00	1,514.38	104.45%
4510.01 · Insurance Expenses - Liability	300.00	300.00	0.00	100.0%	7,702.00	7,000.00	702.00	110.03%
4520.00 · PILOT	0.00	0.00	0.00	0.0%	0.00	39,000.00	-39,000.00	0.0%
4530.00 · Bank Fees	99.68	1,025.00	-925.32	9.73%	0.00	0.00	0.00	0.0%
4572.00 · Bad Debt - Tenant Rents	0.00	0.00	0.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
4590.00 · Other General	0.00	12,000.00	-12,000.00	0.0%	0.00	0.00	0.00	0.0%
4700.00 · HUD Cares grant exp	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4800.00 · Depreciation Expense	0.00	650.00	-650.00	0.0%	0.00	175,000.00	-175,000.00	0.0%
9120.00 · Transfers Out	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
17,075.81	156,425.00	-139,349.19	10.92%	153,783.21	1,073,507.67	-919,724.46	14.33%
12,781.14	19,302.00	-6,520.86	66.22%	-134,493.98	-236,304.41	101,810.43	56.92%

Total Expense
Net Income/(Loss)

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%	11,623.00	158,037.33	-146,414.33	7.36%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	0.00	176,342.53	-176,342.53	0.0%
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	750.00	-750.00	0.0%	0.00	500.00	-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	1,300.00	-1,300.00	0.0%
3690.02 · Other Income	0.00	11,715.00	-11,715.00	0.0%	0.00	8,700.00	-8,700.00	0.0%
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%	0.00	0.00	0.00	0.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	0.00	12,465.00	-12,465.00	0.0%	11,623.00	344,879.86	-333,256.86	3.37%
Expense								
4110.00 · Admin Salaries	0.00	500.00	-500.00	0.0%	9,952.10	74,500.00	-64,547.90	13.36%
4120.00 · Compensated Absences	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
4130.00 · Legal Expense	0.00	0.00	0.00	0.0%	0.00	1,024.12	-1,024.12	0.0%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	139.65	5,000.00	-4,860.35	2.79%
4140.00 · Staff Training	0.00	0.00	0.00	0.0%	424.77	4,000.00	-3,575.23	10.62%
4150.00 · Travel	0.00	0.00	0.00	0.0%	63.84	300.00	-236.16	21.28%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	5,443.54	32,042.88	-26,599.34	16.99%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	705.00	4,320.00	-3,615.00	16.32%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	960.00	5,760.00	-4,800.00	16.67%
4171.00 · Auditing Fees	0.00	400.00	-400.00	0.0%	0.00	3,500.00	-3,500.00	0.0%
4182.00 · Employee Benefits - Admin	0.00	200.00	-200.00	0.0%	4,586.71	29,000.00	-24,413.29	15.82%
4190.01 · Printing	0.00	0.00	0.00	0.0%	372.76	1,367.08	-994.32	27.27%
4190.02 · Postage	0.00	0.00	0.00	0.0%	137.50	1,000.00	-862.50	13.75%
4190.03 · Paper & Office Supplies	0.00	0.00	0.00	0.0%	0.00	725.00	-725.00	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	6,750.00	-6,750.00	0.0%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	197.09	1,200.00	-1,002.91	16.42%
4190.08 · Marketing	0.00	3,000.00	-3,000.00	0.0%	0.00	0.00	0.00	0.0%
4190.10 · Miscellaneous	0.00	500.00	-500.00	0.0%	0.00	2,000.00	-2,000.00	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	1,200.00	-1,200.00	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%	8,468.35	27,000.00	-18,531.65	31.36%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	204.82	3,500.00	-3,295.18	5.85%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.0%	2,302.00	0.00	2,302.00	100.0%
4330.00 · Gas	0.00	0.00	0.00	0.0%	87.02	2,500.00	-2,412.98	3.48%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	2,474.50	10,000.00	-7,525.50	24.75%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.0%	2,863.16	46,500.00	-43,636.84	6.16%
4420.00 · Maint - Supplies	0.00	0.00	0.00	0.0%	1,685.57	30,000.00	-28,314.43	5.62%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	622.00	30,500.00	-29,878.00	2.04%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.0%	0.00	15,000.00	-15,000.00	0.0%
4430.03 · Maint - Truck Maint	0.00	0.00	0.00	0.0%	394.92	500.00	-105.08	78.98%
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%	0.00	1,000.00	-1,000.00	0.0%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
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%	746.25	3,000.00	-2,253.75	24.88%
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	1,000.00	-1,000.00	0.0%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	120.00	3,000.00	-2,880.00	4.0%
4430.18 · Appliances	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
4430.19 · Garbage & Trash Removal	0.00	0.00	0.00	0.0%	54.00	2,000.00	-1,946.00	2.7%
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%	2,028.34	16,500.00	-14,471.66	12.29%
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%	24,812.62	24,500.00	312.62	101.28%
4510.01 · Insurance Expenses - Liability	0.00	0.00	0.00	0.0%	3,107.00	3,000.00	107.00	103.57%
4520.00 · PILOT	0.00	0.00	0.00	0.0%	0.00	35,000.00	-35,000.00	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	10,000.00	-10,000.00	0.0%
4590.00 · Other General	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4700.00 · HUD Cares grant exp	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%	0.00	135,000.00	-135,000.00	0.0%
9120.00 · Transfers Out	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
0.00	4,600.00	-4,600.00	0.0%	72,953.51	576,739.08	-503,785.57	12.65%
0.00	7,865.00	-7,865.00	0.0%	-61,330.51	-231,859.22	170,528.71	26.45%

Total Expense
Net Income/(Loss)

Green Bay Housing Authority Budget vs. Actual Detail

	TOTAL			
	YTD	Budget	\$ Over Budget	% of Budget
Income				
2802.00 · Hud Contributions	25,169.00	333,838.67	-308,669.67	0.08
3110.00 · Dwelling Rental	0.00	681,739.74	-681,739.74	0.00
3120.00 · Excess Utilities	0.00	4,597.33	-4,597.33	0.00
3510.00 · Management Fee Revenue	22,874.45	133,512.00	-110,637.55	0.17
3520.00 · Asset Management Rev	4,020.00	24,000.00	-19,980.00	0.17
3530.00 · BookKeeping Fee Rev	2,962.50	18,000.00	-15,037.50	0.16
3610.00 · Int Income	0.00	2,200.00	-2,200.00	0.00
3690.00 · Other Income - Tenants	0.00	6,173.33	-6,173.33	0.00
3690.01 · Other Income - Ins Dividends	0.00	4,742.04	-4,742.04	0.00
3690.02 · Other Income	50.00	31,472.00	-31,422.00	0.00
3690.03 · Cell Tower Rent	5,693.23	130,000.00	-124,306.77	0.04
3700.00 · HUD Cares grant	0.00	0.00	0.00	0.00
9110.00 · Transfers In	0.00	0.00	0.00	0.00
Total Income	60,769.18	1,370,275.12	-1,309,505.94	4.44%
Expense				
4110.00 · Admin Salaries	29,225.48	253,500.00	-224,274.52	11.53%
4120.00 · Compensated Absences	0.00	1,000.00	-1,000.00	0.0%
4130.00 · Legal Expense	0.00	8,524.12	-8,524.12	0.0%
4130.01 · Investigations Expense	470.65	7,600.00	-7,129.35	6.19%
4140.00 · Staff Training	939.45	15,000.00	-14,060.55	6.26%
4150.00 · Travel	105.28	750.00	-644.72	14.04%
4160.00 · Management Fee	22,874.45	133,512.00	-110,637.55	17.13%
4163.00 · BookKeeping Fee	2,962.50	18,000.00	-15,037.50	16.46%
4165.00 · Asset Management Fee	4,020.00	24,000.00	-19,980.00	16.75%
4171.00 · Auditing Fees	0.00	9,250.00	-9,250.00	0.0%
4182.00 · Employee Benefits - Admin	13,516.26	102,700.00	-89,183.74	13.16%
4190.01 · Printing	721.72	3,517.08	-2,795.36	20.52%
4190.02 · Postage	305.13	2,290.00	-1,984.87	13.32%
4190.03 · Paper & Office Supplies	0.00	2,625.00	-2,625.00	0.0%
4190.04 · Publications	0.00	300.00	-300.00	0.0%
4190.05 · Membership Dues & Fees	0.00	500.00	-500.00	0.0%
4190.06 · Computer Support	0.00	25,750.00	-25,750.00	0.0%
4190.07 · Tele Fax & Comm	497.18	3,050.00	-2,552.82	16.3%
4190.08 · Marketing	69.00	8,300.00	-8,231.00	0.83%
4190.10 · Miscellaneous	5,249.11	19,500.00	-14,250.89	26.92%
4220.00 · Ten Ser-Recr Etc	0.00	200.00	-200.00	0.0%
4220.01 · Ten Ser - Resident Part	96.14	4,100.00	-4,003.86	2.35%
4230.00 · Ten Ser-Contrs	6,190.24	26,800.00	-20,609.76	23.1%
4310.00 · Water	15,424.53	64,500.00	-49,075.47	23.91%
4320.00 · Electricity	14,766.49	64,500.00	-49,733.51	22.89%
4320.01 · Utility Reimbursements	2,302.00	0.00	2,302.00	100.0%
4330.00 · Gas	1,947.91	31,000.00	-29,052.09	6.28%
4390.00 · Other Utilities	3,191.90	14,400.00	-11,208.10	22.17%
4410.00 · Maint - Labor	16,567.69	187,000.00	-170,432.31	8.86%
4420.00 · Maint - Supplies	4,153.50	68,100.00	-63,946.50	6.1%
4430.00 · Maint - Contracts	2,722.00	71,878.55	-69,156.55	3.79%
4430.01 · Maint - Non-Contract	1,894.35	20,500.00	-18,605.65	9.24%
4430.03 · Maint - Truck Maint	818.25	1,100.00	-281.75	74.39%
4430.09 · Fire Protection - Maint	3,498.39	2,800.00	698.39	124.94%
4430.10 · Heating and Cooling	346.17	7,000.00	-6,653.83	4.95%
4430.11 · Snow Removal	0.00	7,500.00	-7,500.00	0.0%
4430.12 · Elevator Maintenance	2,730.00	10,500.00	-7,770.00	26.0%
4430.13 · Landscape and Grounds	1,916.25	4,000.00	-2,083.75	47.91%
4430.15 · Electrical	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	0.00	2,250.00	-2,250.00	0.0%
4430.17 · Extermination	3,254.98	25,750.00	-22,495.02	12.64%
4430.18 · Appliances	0.00	2,000.00	-2,000.00	0.0%
4430.19 · Garbage & Trash Removal	874.00	7,000.00	-6,126.00	12.49%
4430.25 · Unit Repair	866.00	0.00	866.00	100.0%
4432.00 · Extraordinary Maintenance	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	7,759.85	67,250.00	-59,490.15	11.54%
4480.00 · Protect Service	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	60,327.00	58,500.00	1,827.00	103.12%
4510.01 · Insurance Expenses - Liability	11,109.00	10,300.00	809.00	107.85%
4520.00 · PILOT	0.00	74,000.00	-74,000.00	0.0%
4530.00 · Bank Fees	99.68	1,025.00	-925.32	9.73%
4572.00 · Bad Debt - Tenant Rents	0.00	15,000.00	-15,000.00	0.0%
4590.00 · Other General	0.00	12,000.00	-12,000.00	0.0%
4700.00 · HUD Cares grant exp	0.00	0.00	0.00	0.0%
4800.00 · Depreciation Expense	0.00	310,650.00	-310,650.00	0.0%
9120.00 · Transfers Out	0.00	0.00	0.00	0.0%

Green Bay Housing Authority
Budget vs. Actual Detail

TOTAL

YTD	Budget	\$ Over Budget	% of Budget
243,812.53	1,811,271.75	-1,567,459.22	13.46%
-183,043.35	-440,996.63	257,953.28	41.51%

Total Expense

Net Income/(Loss)

**GREEN BAY HOUSING AUTHORITY
(SEPTEMBER 2021)**

			MASON MANOR VACANCIES (1 TOTAL)		
UNIT	MOVEOUT	BEDRM	NEW LEASE	MOVE OUT REASON	CURRENT STATUS OF UNIT
###	7/31/21	1	?	MOVED TO NEW HOME	UNIT TURNOVER
			SCATTERED SITES VACANCIES (0 TOTAL)		
UPCOMING VACANCIES			APPLICATIONS INFO		
	MASON MANOR (3 TOTAL)		MM APPLICANTS:		TOTAL
	UNIT	STATUS	1 bedroom (27-BC; 16-non BC)		43
	###	EVICTON 10/1/21	2 bedroom (1-BC; 1-non BC)		2
	###	MOVING TO LIVE W/FAMILY			
	###	MOVING TO DIFFERENT APT.			
	SCATTERED S. (3 TOTAL)		SS APPLICANTS:		TOTAL
	UNIT	STATUS	2 bedroom (29-BC; 13-non BC)		42
	###	IN HOUSE TRANSFER	3 bedroom (15-BC; 7-non BC)		22
	###	MOVE OUT OF GREEN BAY	4 bedroom (19-BC; 4-non BC)		23
	###	EVICTON			
	MOVE IN/OUT #'S		26 NEW MOVE INS		22 MOVE OUTS
OCCUPANY RATES			HUD		
	MM	SS	GBHA	MM	SS
Sept	98.03%	97.92%	97.97%	98.03%	97.92%
Oct	100.00%	95.83%	97.92%	100.00%	95.83%
Nov	99.34%	93.75%	96.55%	99.34%	97.92%
Dec	98.68%	100.00%	99.34%	98.68%	100.00%
Jan	98.68%	100.00%	99.34%	98.68%	100.00%
Feb	98.68%	95.83%	97.26%	98.68%	95.83%
March	100.00%	97.92%	98.96%	100.00%	97.92%
April	99.34%	97.92%	98.63%	99.34%	97.92%
May	98.68%	97.92%	98.30%	98.68%	97.92%
June	99.34%	97.92%	98.63%	99.34%	97.92%
July	100.00%	97.92%	98.96%	100.00%	97.92%
August	98.03%	97.92%	97.97%	98.03%	97.92%
TOTAL	99.07%	97.57%	98.32%	99.07%	97.92%