



MINUTES 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

Members present: William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards,
Excused: Stephen Srubas, Absent: None

C. APPROVAL OF THE AGENDA.

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

Moved by Erin Edwards and seconded by Terri Refsguard to approve of the agenda for the July 16, 2020 meeting of the Green Bay Housing Authority.

Motion carried. Yes-William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards, No: None, Abstain: No

D. APPROVAL OF MINUTES.

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

Moved by Sandra Popp and seconded by Terri Refsguard to approve of the minutes from the May 21,

2020 meeting of the Green Bay Housing Authority.

Motion carried. Yes-William VandeCastle, Erin Edwards, Terri Refsguard, Sandra Popp, No:None, Abstain: No

E. REGULAR BUSINESS.

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

Moved by Sandra Popp and seconded by Erin Edwards to approve of opening the floor for the public to speak.

Motion carried. Yes-William VandeCastle, Terri Refsguard, Erin Edwards, Sandra Popp, No:None, Abstain: No

Moved by Sandra Popp and seconded by William VandeCastle to approve of closing the floor for the public to speak.

Motion carried. Yes-William VandeCastle, Terri Refsguard, Erin Edwards, Sandra Popp, No:None, Abstain: No

Moved by William VandeCastle and seconded by Sandra Popp to approve of the creation of a separate entity as Housing Development Authority of the City of Green Bay LLC as required for the Section 18 application.

Motion carried. Yes-William VandeCastle, Terri Refsguard, Erin Edwards, Sandra Popp, No:None, Abstain: No

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

Moved by Sandra Popp and seconded by Terri Refsguard to approve writing off delinquent tenant accounts effective June 30, 2020.

Motion carried. Yes-William VandeCastle, Terri Refsguard, Erin Edwards, 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 July.

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

6. Date of next meeting: August 20, 2020.

G. ADJOURNMENT.

Moved by Sandra Popp and seconded by Erin Edwards to adjourn the Green Bay Housing Authority meeting.

Motion carried. Yes-William VandeCastle, Terri Refsguard, Erin Edwards, Sandra Popp, No:None, Abstain: No

VERBATIM MINUTES

- Know, if we've got a quorum or not?

- We do actually, we have, I believe Sandy Popp is here, Erin, Terri, and you. Steve is excused. And then I'm just waiting for our attorney to attend. So, we may have to jump, down on the agenda.

- Okay.

- So, I think you can go ahead and start Bill.

- All right, well, let's start the meeting. We've got roll call. So, it looks like we've got a quorum. So, we'll move on to item C, approval of the agenda. So, is there a motion to approve the agenda for today July 16th of 2020 meeting, of the Green Bay Housing Authority?

- Motion to approve?

- [Terri] I'll second.

- I will second, we got a motion and a second. Any additions or modifications to the agenda? Hearing none all in favor signify by saying aye.

- Aye.

- Aye.

- [Terri] Aye.

- Any opposed? If non the agenda is approved. Moving on to D, approval of minutes. Is there a motion to approve the minutes from the May 21st, 2020 meetings?

- This is Sandy I'll make that motion Bill.

- All right.

- I'll second it.

- I will second it. We got a motion and a second. Any additions or modifications? Hearing non, all in favor for approving the motions signify by saying aye.

- Aye.

- Aye.

- Aye.

- Any opposed? Motion carries. We got to E.

- Actually we can do number one Bill. We're actually a attorney Feld Housen's on the line now. So, we actually can handle number one in order.

- All right, let's see. I'm sorry, I missed that. Where are we now on the agenda?

- We're at regular business number one.

- Okay, so, consideration with possible action on creation of a separate entity, as required under section 18 application.

- So, if you ever can recall at our last meeting, we had some recommendations from our consultant Baker Tilly, on what type of entity we should form. It was a recommendation from the board at that time that we should go and seek, our own counsel to make an opinion on that, which I did. I contacted the city attorney's office and they gave me some names of some firms. So I contacted, Keith and Davis. I think that is the name of the firm. Tim Feld Housen is the attorney that we've been working with, and he's been reviewing our proposal, and what we plan to do. He's actually here to speak to that proposal today. As you read in the report, we would have had it in writing, but unfortunately he's had some ... There's been some issues with the firm and losing their power and access. So, I'll let him explain that, but he's actually here today. If you would open the floor to him to speak, I would recommend that.

- I'll make a motion to open a floor, it's Sandy.

- , all in favor of opening a floor? by saying aye.

- Aye.

- Aye.

- Motion carries, the floor is open.

- All right.

- Tim go ahead.

- All right, Tim you're on.

- [Tim] All right good morning. Good morning, this is Tim Feld Housen. Thank you for the introduction, Cheryl. And thank you everyone for having me. Obviously, we were contacted with regard to, the question of a separate nonprofit, what we call it legal entity, a separate subsidiary for purposes of section 18 housing, this position, in various sort of various stages. And I had the opportunity. I understand you are working with Baker Tilly. So, I did have a chance to talk with Baker Tilly, with regard to what they're proposing for the housing authority. And based on that, I had an opportunity to review both the Wisconsin Statutes, and, sort of the

setups that other cities within Wisconsin, are doing with regard to having a nonprofit arm, or a nonprofit subsidiary, or affiliate, that will handle, other ... Will handle mixed income or low income housing, that, including, Mason Manor and some of the other units that you have scattered about the city. So, having an opportunity to review all those, I would agree with Baker Tilley's proposal. I'll just state the general first and then I'll talk a little bit some of the specifics, and then we can talk if you've got questions. But I would agree with their proposal that a separate, subsidiary, provides a number of advantages. I think, people may understand that, or know that, Milwaukee, did something similar with Trumbo Inc, which is their sort of, the housing authority of the City of Milwaukee did a, mixed income apartment building, using the same kind of set up, so to speak. And there are a number of very good reasons to do something like this. One is administrative can be, there's exposure to liability. Another is flexibility for structuring, and finance. Number four is the ability to get others involved in this kind of a thing and others in the community involved. So, there are a number of good reasons to do it. And I understand under section 18 that's something that the housing authority has considered doing, with regard to some of your properties. So, certainly it can be done. There are good reasons to do it, if it's done right. And I think one of the concerns that may have been shared was, perhaps shielding a liability and protecting, making sure protect the housing authority from, any untoward liability, which is obviously critical. Baker Tilly recommended a limited liability company. Based on that, based on limited company concept, I think that's probably, I would concur, with your consultants from Baker Tilly that, that's probably the best in ... Then set up in this case, it provides the most flexibility. Number one, it allows you to bring on, perhaps some private financing partners down the road, if you so desire. Number three, you can create a number of structures for management of an LLC. You can be more flexible. And number four, it provides the same kind of limitation of liability, that a corporation would. In other words, it provides limited liability. Assuming the corporate formalities, we call corporate formalities are honored, separate bank accounts, separation of things and honoring, making sure that the board or the management, of the separate company meets. And the number of other things. It also provides a partnership that something turns out not to be tax exempt, there's flow through taxation. So, that's less of a concern for the housing authority, but it could be a concern for, entities that might, eventually down the road, when you have partnership with housing authority. So, the other thing that ... And I talked briefly with Cheryl about this is, there are a number of ways to structure management of a limited liability company. It's not just a single manager, which could be an individual, or it could be another entity, serving as manager of the subsidiary, but it could also be managed by a board. So, you could have a multiple types of arrangements for boards, including a mirror board. So, it could mirror, actually mirror the constituents of the housing authorities board. Sit on on the board of the housing authority in the subsidiary. You could also have a completely independent board, where there's no overlap. And then finally, I think you would have something called a mixed board, which would have perhaps some from, the housing authority and some from other, public or private areas, representatives that could sit on it. So, there's a number of advantages to that. You could also kick the day-to-day management to a single man. So, day-to-day matters could be delegated to another person or entity while the overarching. Large, big picture management could be reserved to a board. So, there's the flexibility with the limited liability company is I think clear and better than a corporation. And at the same time, it also provides limited liability. So, I would concur with Baker Tilley's recommendation, and I know that they do this, on sort of a large scale. So, they've got a lot of experience doing this. So, that's my sort of overview. I hope I have either the information that Cheryl, you you've asked me to, in terms of kind of the basics of this, I would be happy to entertain, and I'll put this in writing. I would be happy to entertain, questions as well at this time.

- Tim this is Bill VandeCastle. One of the questions I had was whether the LLC should be for-profit, or nonprofit, under the circumstances with this. Any comments on that.

- Typically, I'm sorry, go on.

- What do you say, odds on that?

- Typically, in housing authority, subsidiaries, typically we see them as nonprofit. That doesn't mean you couldn't have a for-profit one. In fact, some of the for-profit, have to ... This is a little bit out of my ... Well, just a tiny bit out of the ... I don't wanna give a tax advice, because I'm not a tax lawyer and I'm not an accountant,

but I do want to say that there have been both for-profit and subsidiaries, or affiliates to do this thing. I think if it were me, just based on kind of the reading that I've done, the research I've done on this question, I imagine the entering argument would be a nonprofit. However, that doesn't mean that you could not create a parallel for-profit, or change things down. The nice thing about corporate laws, we can always change things. So, it's not unforeseeable that it could be a for-profit entity, if you decided to start with the other units first and then say, "Okay, well, we'll do Mason Manor and it could be a for profit entity." I think you'd wanna do that in consultation with your tax advisors. On the other typically the ones that I've seen have been non, most of the time have been nonprofit.

- And Tim, I would concur with that. The little bit of research that I've done on this, on that question, most of them that I've seen were nonprofit cry. And, so that's why I raised me that, under the circumstance, that nonprofit seems to be the way to go, at least to get started.

- [Tim] Correctly.

- Make things a little bit easier from a tax. I think again, that's, way beyond my pay grade here. But, it just seems to me that it'd be easier with this, from a tax reporting standpoint, if it's nonprofit.

- [Tim] That's my assessment as well.

- All right. Any other questions that anybody has for Tim?

- All right. I suppose the next step then would be to close the floor, and go back to regular order of business. Is there a motion to do so?

- This is Sandy, I make that motion, and thank Tim in the process.

- [Tim] Thank you. Thank you very much for having me.

- All right. And I will second that motion. Closing the floor returning to regular order of business, signify by saying aye.

- Aye.

- Aye.

- Any opposed? Motion carries. Thank you, Tim.

- [Tim] Thank you.

- And I'm sure we'll be in touch I think, Cheryl as this moves forward. So.

- [Tim] Thank you, take care.

- All right, very good, thank you. So, moving on to item number two, a consideration with off connection on .

- Excuse me chair.

- Yes.

- We need a vote on that, on that item to actually go out and form that entity, and creation entity.

- . All right.

- So, we're actually gonna do the deal is what you're saying?

- I'd like us to actually move forward with the creation of that. And let me just say that, Tim will email that opinion or mail that opinion, and I will get that out to you in writing. So, we have that in writing. But we can't submit our section 18 application until we form this entity.

- Correct.

- So.

- All right. So, let me do this. Let me start off. I'm gonna make the motion. But, I wanna preface it by some of the oddities that comes up with this stuff is that, we have to come up with a name, for the entity. And I've been struggling with that because I've dealt with this situation before where we've got, boards and subsidiaries of them with similar names.

- Right.

- So, I'm gonna suggest in my motion that, we call this. If somebody has a better idea, let me know, but I'm going to suggest that we call the entity, the Housing Authority of the City of Green Bay, LLC. It's close enough that identifies who we are, but it's not the same as the Green Bay Housing Authority. So, when we're looking at documents, we can hopefully be able to distinct between the two. So, my motion is that we move ahead with creating an LLC under the name, of the Housing Authority of the City of Green Bay, LLC. So that's my motion.

- [Jayme] I'm sorry, Jayme, I just want to interject real quick. So, can you confirm, but like legally aren't we, the Housing Authority of the City of Green Bay, we're not the Green Bay Housing Authority?

- Our legal name is City of Green Bay Housing Authority.

- [Jayme] So, do we wanna keep it the same Bill? No, that's-

- [Jayme] name.

- That's my concern of creating the separate entity, that, it's going to be. I can guarantee we confusing if we use the same name, and just put LLC on the end of it.

- [Jayme] Okay.

- It's gonna create some confusion. So, and that's the problem I've encountered with a couple of other entities over the years. And one of them actually changed its name, because it kept getting reports mixed up, and, information mixed up and wrong files, and so forth because the names were different. It's still close enough, but I think it gives those a bit separate for the LLC, than it is for the housing authority as its own entity. So, again, unless you run it by Tim and see what he thinks, but I think that's a little bit different, so, it's easier to track.

- So, okay, let's ... This is Sandy let's look at both names. So, what's our current name?

- Legally we are the City of Green Bay Housing Authority.

- The City of Green Bay Housing Authority. And so, the name for the LLC is gonna be the Housing Authority for the City of Green Bay?

- Of the City of Green Bay.
- Of the City of Green Bay LLC, okay. So, that's not close enough that things could get mixed up?
- It's possible, but it's less likely than if we called it, the City of Green Bay Housing Authority, LLC.
- Oh, sure. Okay. All right. I mean, I'm fine with that suggestion, and so I would second that motion.
- Cheryl, any thoughts on your end on that?
- I'm getting up there guys, so, I get confused easily.
- I know, I was speaking .
- What if we added, Bill, what if we added the word development, in our new name in some capacity? So the City of Green Bay Housing Authority, has no development word in it. Could it be the Housing Development Authority or, if we add a development word, then it's definitely a different entity from .. .
- That's fine. I'm-
- will that be okay? Something like that.
- I'm good with that.
- So, it would be what?
- The Housing Development Authority of the City of Green Bay, LLC.
- How does that sound guys?
- So, aren't you the the Housing Development Program of Green Bay?
- With the department of community and economic development.
- Oh, so development is in it. Okay, I'm fine with that then too.
- I'll amend my motion to make that change.
- And I'll amend my second.
- . Alright, we've got a motion and a second, any further discussion regarding creating the entity?
- No.
- So it's the Housing Development Authority of the City of Green Bay.
- All right, great.
- Correct.
- All in favor, signify by saying aye.
- Aye.

- Aye.
- Aye.
- Any opposed? Motion carries, very good.
- Do you want me to work with attorney Feld Housen to form that Bill?
- Yes.
- Okay.
- Yes. And, as you're going through with forming it, let me just add this. I'll put my attorney hat back on here. There's a couple of steps in the process. The first one is a public filing with the state. It's called a registration statement, and that just puts the name address, on the public record. The next step, which is more important, is, a nonpublic part of it, it's setting up the bylaws. So, that's something that attorney Feld Housen is gonna have to work on it. And we're gonna need to weigh in on, as this goes forward. So, go ahead and do the organization part of it. And then also start by helping him giving us, sending out to us, a draft of the proposal, a biker.
- I'm sorry Bill, you cut out on me on that.
- I'm sure you'll do that as part of this, but we need to start looking at the bylaws as well.
- So, your request is for him to send us a draft of the bylaws, is that what you said?
- Yes yes.
- Okay.
- Thank you.
- And then I guess, looking at the board makeup of this new entity. Are there any board members, Sandy, Erin, Bill, Terri, would you be willing to serve on the new board, that's being formed? I see that this being a GBHA, and if there's a board meeting, it would follow directly after. I don't think there's gonna be a whole lot of work to that. I mean, other than like approving some things, actually it might be the fun stuff with regards to what we might be doing with scattered site capital improvements. But, I'm wondering, are any of you willing to serve on that board? So, at least we have a base to form.
- [Jayme] Yes, I will.
- [Terri] Me too.
- Yes.
- This is Sandy. I will cause we discussed liability, is pretty much a more important point there really that.
- Yeah.
- So, absolutely. And this is so clarify, because as we age our memories do too. This is for scatter sites.
- Correct?

- Tougher Mason matter, just scattered sites.
- Right now, for the reasons-
- Okay, I thought that was correct. And what we were alluding to, but okay. So, that was good
- It's scattered sites, perfectly. And I'll contact Steve and ask him as well.
- Okay.
- So, did you vote? I think we need to vote, right? Now, we need to vote. Did we, I'm sorry, did we vote already?
- No.
- All right, so all in favor of that motion, signify by saying aye.
- Aye.
- Aye.
- Any opposed? All right.
- .
- Moving on to under regular business item two, consideration with possible action on...
- You got froze.
- That's a good free space.
- All right.
- Come on Bill you can do it.
- I'm sorry Bill, you just froze. So, we got nothing.
- Okay. So, we're on to item number two under regular business. I think this is Stephanie this is you.
- Yes. So, well for six months we do write offs. We didn't have a meeting last month, so, I have brought them to you, to approve them effective June 30th. So, we can backdate them. And if we try to, recoup this money, it's just that we write them off of our books, so that it isn't throw things out of whack on Hudson.
- It's an accountant-
- But that gets a little more than \$4,000 total. Is that what I'm thinking?
- Yes.
- Okay.
- Okay, you -

- I'll make that motion to approve.

- -

- I'll second.

- Motion is there second?

- I'll second.

- All right. We have a motion and a second, any further discussion? Hearing none, all in favor, signify by saying aye.

- Aye-

- aye.

- Any opposed? Motion carries. All right. Moving on information. I'm going to the GBHA builds, Stephanie back to you.

- Yes, those were sent out in your packets. There's really nothing new, just regular year-end stuff.

- Any standouts Stephanie?

- Nope, nothing. I mean, I guess the only one is, I think we were finishing up our, Mailbock construction project, which was a siding and roofing contract. So, we're finishing that up. And that was our capital funds project, so, that money is being pulled from there. I'm just thinking through I don't, nothing stood out to me when I entered them. And luckily we actually had some people that we had to give security deposit refunds to. I mean, it's been awhile. We had a couple of them where who were asking money back. So, it's nice that everything was clean and taken care of that we could refund.

- Wow, that is great.

- Awesome.

- Yes. Very good.

- Okay.

- Any other questions on the GBHA builds?

- No.

- All right. Hearing none, we'll move on to the financial report. Again, Stephanie.

- Yup. Also in your packet, we are at the close of our year. So, things will get busy for me. This is just what we had through the end of June, but I will give you another updated one in August. Because there's all the year-end stuff I have to go through. But as of right now, we are just slightly under in Mason Manor on, having six months worth of expenses in reserve. So, we're not short on money. We just don't have six months of expenses in reserve. So, that's why the frowny face.

- So, Stephanie, and I probably asked this many times, but when you go up to the budget summary, budget versus actual, and you see the CC, the COCC, Mason Manor, rev bond, scattered site, kind of looks like there's a lot of negative in front of some of those numbers. So, could you explain, or read that, are we behind on all of those things? Are those overspent, or are those just, explainable things?
- Those are explainable like, revenue, bonds. We had expected to spend more than we brought in, because we were spending down, we paid ... I can't think it was Jonathan Elka, I cannot think of what that one is. We paid for the -
- It could be, the 2W team?
- Okay, thank you. I couldn't come up with the name of it. Sorry. We had paid that out, and we knew that that would come up, but we weren't going to get \$500,000 worth of revenue and to cover that. So, it just shows that it's coming out of our reserves. And then like scattered sites, and Mason Manor. We knew that, we were gonna be spending more, than we budgeted that we would spend more, than we would to bring in revenues. So, it's all we knew about these things. It's just, this is the culmination of what it is.
- Okay. Do you look at those, and when we come up-to-date, will those all being non-negative, or what does that mean?
- No that -
- Net income? It looks like a million dollars, this is a lot of money, 1.3 million. So.
- But it's coming out of our reserves. It's coming out of money we already had from previous years-
- Oh!
- Where we didn't spend.
- Gotcha.
- So, we were expecting to spend down, money we had in the bank extra.
- Okay. So, is there a way that that could be showing, that that's not a negative, or that's really just bending down that content?
- no.
- Okay, that for, in the black, not the red for all of those.
- Yup. And that's why I'm like on the bottom I show, that we're with reserves and stuff. That's why that's there.
- Okay. All righty, thanks. I'll make a motion to approve, Sandy.
- [Terri] I second that motion.
- Well, the motion and a second, all favor signify by saying aye.
- Aye.
- Aye.

- Aye.

- Motion carries. All right. Moving on the , doesn't look there's anything significant there, but, anything, report on that. Oh, all right.

- [Terri] Minor reports in your packet. Yep. Just normal application information.

- Okay. Any questions on the reporting? Otherwise, moving to directors reports Cheryl. So, unfortunately we don't have a video down here, but we have a new board member who's with us. Erin Edwards. You might have heard her voice. Okay, .

- [Erin] Yes.

- So, I just wanted to welcome her to the board. Thank you for serving Erin. We appreciate your volunteer time, on the housing authority. Any questions about anything call any board member, on me or Jayme, and We'd be happy to clue you in and what we're all about. This is probably gonna sound like a foreign language to you for awhile, as it will to anybody, but just feel free to ask any questions you have. And again, thank you for serving on the board.

- Yes, thank you. Welcome aboard.

- Welcome aboard. We have actually probably right now, Gorman, is touring Mason Manor, and trying to get some more firm numbers together for us. To look at how we may ... With working with Baker Tilly and what we're looking at for their actual project costs for Mason Manor. So, things are moving along. I haven't gotten a report from Baker Tilly back, because I think we're at the phase now they're actually putting estimates to paper. So, we're looking at things like potentially removing our circle drive that goes into the building, and consolidating an entrance. Cause right now, we have a lot of entrances that, is it the primary entrance or not. We're also looking at, exercise rooms, the actual rooms themselves we're looking at, what we can remodel within those. So, that project for Mason Manor is moving along. So, hopefully I can bring something back to you in an August, for an update report on that. And I think now that we'll have this LLC form, we'll be able to put our section 18 application in, and get that moving along. So, hopefully by the end of the year, it will get through the HUD process, and get an approval. But who knows now, the days what we've got now. So, Jayme, do you have anything that you need to report out?

- [Jayme] I think you have covered pretty much everything that's been going on over here.

- Yeah, anyone who as good news with Mason Manor. So we haven't had-

- [Jayme] that.

- An outbreak or, which is good. So, I think, encouraging people to wear masks as much as we can, but all we can do is encourage them. So, that kind of works.

- So, Jamie with that said, Jamie, what do you think of your population? Percentage wise wearing masks?

- [Jayme] Very minimal.

- Oh shoot, okay. That's too bad.

- [Jayme] We have provided all tenants, at least two masks. Extremely minimal, extremely minimal.

- Okay.

- [Terri] Are all the staff wearing masks, Jamie?
- [Jayme] Yes.
- [Terri] Very well.
- It's mandatory for the staff to wear masks and our maintenance folks to wear masks. So, I don't really know.
- All right, you think would rub off, but-
- [Terri] Yeah, that's what I thought.
- And I'm not sure if we have the ability to make masks outside of your apartments mandatory in the building.
- Yeah, I don't know.
- You know it's kind of-
- But I mean, it's just, you just hope people would do it just for common sense right now, but a lot of people don't believe it. So, yeah.
- All right, all right.
- [Jayme] Yeah.
- So.
- It's unfortunate.
- We've looked into that and there's really no way to enforce it. That's other housing authorities have kind of looked at that, but it enforcement would be, what do you do? Right?
- Right, absolutely. I mean, I get it. I was just hoping for better numbers. You guys are doing great job, Jamie and Ka. I mean, you guys are doing fabulous.
- Yeah, and Karen, don't forget Karen. That's all I have.
- Okay. Any questions for Cheryl, anything? Otherwise we'll move on to the occupancy report for July.
- [Jayme] All right, that is also in your packet. It's as you will see, you have quite a few Mason Manor vacancies, but we received all of those July 1st. So, they're not-
- Okay.
- [Jayme] As 30, 60 days. We got at least eight, seven, eight units July 1st from our tenants. So, they will be all ready to go within 30 days, we got to move it on. We have security deposits paid for the next tenant coming in. We have a few that we are anticipating for scattered sites, but we are just here to deposits are paid for the next person, moving in, just waiting on the units to be ready. And then also the care's app expires July 25th. So, we have not been able to pursue five day notices for nonpayment of rent during COVID, and we would charge late fees during COVID. So, the State of Wisconsin band ended June 1st, but the care's app for anything HUD related does expire July. We can send a notice to anybody that's past due on a rent, it July 25th, and we

can give them 30 days to get their accounts in arrear, or back up to Kosher. And then we can start pursuing five-day notices, and late fees starting September 1st. So. So, Jayme, what number would that be happening to?

- [Jayme] That we can start. So, we do have a handful of tenants that have paid rent late, that we haven't been able to charge the \$10 late fee for. So, I could see that affecting like across Mason Manor, and Scattered Sites, probably 20 to 30 tenants up getting the late fees.

- Oh, wow.

- [Jayme] For nonpayment of rent in general, during, hold five to 10 evictions in court.

- Okay.

- [Jayme] And again, our rent is based on income. If our tenants are not working right now, their rent is going to reflect that. We just have had a handful of tenants, not pay rent the last three or four months. So late fees or eviction. So.

- Oh! Oh my goodness.

- So really those numbers-

- I'm sorry.

- When you look at it-

- That's another way to take advantage of a system that is there to help them, so.

- One we've got 200 units.

- [Jayme] Yeah, for now we're targeting families, or they didn't have money during this time, when . Our rent again is based on income. It's what their current income it is, what their rent is. It's just, some are choosing not to pay.

- Sure.

- And if you look at that number based on 200 units, Jamie, 200 for-

- That's not a bad, yeah.

- No.

- That's really not a bad start, so.

- No, it's not, it just bothers me-

- Right.

- That people taking such advantage of programs, just for the fact that they're there.

- Okay.

- The only thing I would add that, if there is some COVID related, excuse for not paying the rent, we should accommodate that. But if it's just laziness, or-

- Yup.

- Trying to take advantage of the situation, then no problem with going forward. But, if you're aware of some COVID related issue with that, let's accommodate that to the best that we can.

- Yup, absolutely.

- Okay. Anything further for the occupancy report? Any question, ask please? All right. You're on and I think we are ready to set our next meeting date for August 20th. And then, any issue with that date from anybody? Hearing none then I think we're ready for adjournment. Is there a motion to adjourn?

- This is Sandy, I'll make that motion.

- I'll second that motion.

- We have a motion and a second, all in favor signify by saying, aye.

- [All] Aye.

- We are adjourn stay safe everybody.

- Thanks everyone.

- Bye all.

- Yup.

- Before it gets better, so.

- Good bye. have you aboard Erin.

- I won't be at the next meeting.