



AGENDA OF THE GREEN BAY HOUSING AUTHORITY

THURSDAY, MAY 19, 2022, 10:30 AM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

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 May 19, 2022, meeting of the Green Bay Housing Authority.

D. Approval of Minutes.

1. Approval of the minutes from the April 21, 2022, meeting of the Green Bay Housing Authority.

E. Public Hearings.

1. Public Hearing regarding the Capital Funding Projects for the Green Bay Housing Authority.

F. Regular Business.

1. Consideration with possible action on Passbook Savings Rate.
2. Consideration with possible action on approval of GBHA operating budget and Budget Resolution No. 2022-03, for Fiscal Year Beginning July 1, 2022.

G. Informational.

1. GBHA Bills.

2. GBHA Financial Report.
3. Langan Report.
4. Director's Report.
5. Occupancy Report.
6. Date of next meeting: June 16, 2022

H. 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

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Dial by your location

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+1 253 215 8782 US (Tacoma)

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Meeting ID: 814 3499 9289

Find your local number: <https://us02web.zoom.us/j/81434999289?pwd=N0dIMGxWSS85SGswK2lZeGhZZUN0UT09>

Public Comments

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting.

Additional Information

1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must state their name and address for the minutes.
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order Newly Revised 12th edition*.
2. Please log into the Zoom meeting at least 10 minutes before the meeting begins to ensure a proper connection and that your technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
3. Once you are in the meeting please mute yourself.
 - a. You may unmute yourself when you are called upon to speak.
4. Waiting room
 - a. When you call in or connect via web or Zoom app, you will be placed in a “waiting room.”
 - b. The meeting host will then admit you to the meeting, and mute you upon entrance (you will still be able to hear and or otherwise observe the meeting).
5. 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 be tied to an email.
6. Raising your hand
 - a. Committee/Commission/Board members—you can either use CivicClerk and request to speak or you can also utilize the “raise your hand” tool in the Zoom platform (you'd need to use a computer or tablet) to let the host know you would like to speak. You can also un-mute yourself and start speaking.
 - b. Persons with items on the agenda or other interested parties—you can also utilize the “raise your hand” tool on the Zoom platform via computer or mobile device. You will be allowed to speak once the committee, commission, or board has moved to “open the floor for interested parties to speak.” Once discussion on your agenda item has concluded, the host will mute you, unless the committee opens the floor again.
7. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—in advance of the meeting, please download the Zoom Meeting app by using either the Apple Store or the Play Store. You will be asked to input your name, to identify you for the meeting.
 - d. Computer—you can access the meeting through a web browser by clicking on the meeting link, or through the Zoom Meeting app. If using the app, please download it in advance of the meeting. You will be asked to input your name, to identify yourself for the meeting.
 - e. For tablet and computer users--if you download the app you may be asked to verify your email.

8. Zoom etiquette
 - a. Muting yourself when you're not speaking 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 state your name and address before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourself.
9. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee/commission/board meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching a Common Council meeting live on YouTube will see a gray screen with the City logo during closed session.
10. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number in the Zoom Meeting Information box.

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





MINUTES OF THE GREEN BAY HOUSING AUTHORITY

THURSDAY, APRIL 21, 2022, 10:30 AM
Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

B. ROLL CALL.

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

Meeting began at 10:32AM

Present: William VandeCastle-Chair, Terri Refsguard- Vice-Chair, Sandra Popp, Erin Edwards,
Absent:None, Excused:Stephen Srubas

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the April 21, 2022, meeting of the Green Bay Housing Authority.

Moved by Erin Edwards, seconded by Terri Refsguard to approve of the agenda for the April 21, 2022 meeting of the Green Bay Housing Authority. Motion carried. Yes-William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards, No:None, Abstain:None

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the March 17, 2022, meeting of the Green Bay Housing Authority.

Moved by Erin Edwards, seconded by Sandra Popp to approve of the minutes from the March 17, 2022 meeting of the Green Bay Housing Authority. Motion carried. Yes:William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards, No:None, Abstain:None

E. REGULAR BUSINESS.

1. Consideration with possible action on Green Green Bay Housing Authority (GBHA) approving the termination of the Land Use Restriction Agreement and the subsequent supplements pertaining to the transfer of ownership and repayment of bonds for the River's Edge Apartment.

Moved by William VandeCastle, seconded by Sandra Popp to approve the termination of the Land Use Restriction Agreement and the subsequent supplements pertaining to the transfer of ownership and repayment of bonds for the River's Edge Apartment. Motion carried. Yes:William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards, No:None, Abstain:None

2. Consideration with possible action on request from NeighborWorks Green Bay to approve a subordination of Green Bay Housing Authority (GBHA) held liens as part of a larger refinancing proposal.

Moved by William VandeCastle, seconded by Terri Refsguard to open the floor for discussion. Motion carried. Yes:William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards, No:None, Abstain:None

10:45AM Noel Halvorsen speaks.

Moved by William VandeCastle, seconded by Terri Refsguard to close the floor for discussion. Motion carried. Yes:William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards, No:None, Abstain:None

Moved by William VandeCastle, seconded by Terri Refsguard to approve the request from NeighborWorks Green Bay to approve a subordination of Green Bay Housing Authority (GBHA) held liens as part of a larger refinancing proposal. Motion carried. Yes:William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards, No:None, Abstain:None

F. INFORMATIONAL.

1. GBHA Bills.

Stephanie Schmutzer presented the GBHA Bills. No action needed.

2. GBHA Financial Report.

Stephanie Schmutzer presented the GBHA 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.

Jayne Valentine presented the Occupancy Report. No action needed.

6. Date of next meeting: May 19, 2022

G. ADJOURNMENT.

Moved by Sandra Popp, seconded by Erin Edwards to adjourn the Green Bay Housing Authority meeting. Motion carried. Yes-William VandeCastle, Terri Refsguard, Sandra Popp, Erin Edwards,

No:None, Abstain:None

Meeting adjourned at 11:00AM

5 year Capital Funds Program Budget

2022

SS

Roofs / Gutters/ chimneys /vents	-
Siding	-
Cabinets/Counters/Vanities	-
Architecture & Engineering	-
Windows/Doors	-
Flooring	-
Garages/sheds/Fencing	-
Electrical rewiring /lighting	-
Concrete repair	-
stoops/stairs/decks/porches	-
water heaters	-
HVAC/furnaces	-
Plumbing work	-
Full unit rehab - interior	-
Full unit rehab - exterior	-

\$ -

MM

water heaters	20,000
Plumbing work	30,000
Concrete repair	50,000
Full Unit Rehab - Interior	20,000
Modernize/expand tub rooms	20,000
Roofing	50,000
Elevators replacement/upgrade	100,000
Refrigerators/Washers/Dryers	15,000
Remodel community room	1
Furnaces & HVAC	1
Drain work/resealing/Resurface/reline	
parking lots	20,000
Generator	20,000
Boilers	50,000
Electrical rewiring /lighting	20,000
Architecture & Engineering	5,000
Flooring	50,000
Windows/Doors	20,000
Smoke & CO Detectors	4,000

\$ 494,002

Admin

Admin	3,000
Tech Upgrades	3,000

\$ 6,000

\$ 500,002

State of Wisconsin
Brown County

NOTICE TO THE PUBLIC

The Housing Authority of the City of Green Bay (WI074) will hold a Public Hearing on Thursday, May 19, 2022, at 10:30 a.m. at City of Green Bay's City Hall, 100 N Jefferson St, Room 604, Green Bay, WI, to address the Capital Fund Projects. Information relevant to the hearing and any determination of the Authority regarding changes to the Capital Fund Projects Grant Budget to be considered at the public hearing are available for inspection by the public at the Housing Authority Administrative Office, Room 608, City Hall, 100 N. Jefferson Street, Green Bay, WI. The Housing Authority's hours of operation are from 8:00 a.m. to 4:30 p.m., Monday through Friday. Interested persons with questions or comments can contact Stephanie Schmutzer, Accountant, at (920) 448-3409.

The meeting will be conducted virtually through Zoom. If you wish to participate in a Public Hearing, you may access the meeting by the internet or telephone, using the access code below.

Join Zoom Meeting

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

Meeting ID: 814 3499 9289

Passcode: 483400

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+1 312 626 6799 US (Chicago)

Publication Date: April 4, 2022

Stephanie Schmutzer
Accountant



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

MEETING DATE

May 19, 2022

PREPARED BY

Stephanie Schmutzer, Staff

AGENDA ITEM # F.1

Consideration with possible action on Passbook Savings Rate.

BACKGROUND

Federal regulations require that when determining annual income for families in public housing, the PHA includes annual income greater than either 1) actual income resulting from all family assets; or 2) a percentage of the value of such assets based upon the current passbook savings rate when the family has assets in excess of \$5,000.

HUD requires PHAs to review the passbook savings rate annually and adjust as necessary. PHAs may establish a passbook savings rate within 75 basis points of the Savings National Rate in effect at the time the PHA establishes the passbook rate. The passbook savings rate may not be less than zero percent. As of April 18, 2022, the Savings National Rate is 0.06 percent; therefore, the GBHA may set its passbook savings rate between zero and 0.81 percent. The GBHA has set its passbook savings rate at zero percent for the past several years. Keeping the rate at 0% benefits our tenants.

RECOMMENDATION

Staff is recommending approval for the passbook savings rate to remain at zero percent.

FISCAL IMPACT

ATTACHMENTS

- I. FDIC_ National Rates and Rate Caps

[Home](#) // [Resources](#) // [Bankers](#)

Bankers Resource Center

National Rates and Rate Caps

Revised Rule April 18, 2022

Last Updated: April 18, 2022

[National Rates and Rate Caps Home](#)

[Previous Rates](#)

Monthly Update

On December 15, 2020, the FDIC Board of Directors approved a [Final Rule - PDF](#) making certain revisions to the interest rate restrictions applicable to less than well capitalized institutions (as defined in Section 38 of the Federal Deposit Insurance Act), which are effective on April 1, 2021. The interest rate restrictions generally limit a less than well capitalized institution from soliciting deposits by offering rates that significantly exceed rates in its prevailing market.

The Final Rule redefined the “national rate” as the average of rates paid by all insured depository institutions and credit unions for which data is available, with rates weighted by each institution’s share of domestic deposits. The “national rate cap” is calculated as the higher of: (1) the national rate plus 75 basis points; or (2) 120 percent of the current yield on similar maturity U.S. Treasury obligations plus 75 basis points. The national rate cap for non-maturity deposits is the higher of the national rate plus 75 basis points or the federal funds rate plus 75 basis points.

A less than well capitalized institution may use the “local rate cap” in place of the national rate cap for deposits gathered from within the institution’s local market area. The Final Rule redefined the “local rate cap” for a particular deposit product as 90 percent of the highest rate offered on

the deposit product by an institution or credit union accepting deposits at a physical location within the institution's local market area.

In accordance with Section 337.7(d), an insured depository institution that seeks to pay a rate of interest up to its local market rate cap shall provide notice and evidence of the highest rate paid on a particular deposit product in the institution's local market areas to the appropriate FDIC regional director. The institution shall update its evidence and calculations for existing and new accounts monthly unless otherwise instructed by the appropriate FDIC regional director, and retain such information available for at least the two most recent examination cycles and, upon the FDIC's request, provide the documentation to the appropriate FDIC regional office and to examination staff during any subsequent examinations.

Monthly Rate Cap Information as of April 18, 2022

Deposit Products ¹	National Deposit Rates ²	National Deposit Rates Rate Cap Adjusted	Treasury Yield ³	Treasury Yield Rate Cap Adjusted	National Rate Cap
Savings	0.06	0.81	0.33	1.08	1.08
Interest Checking	0.03	0.78	0.33	1.08	1.08
Money Market	0.08	0.83	0.33	1.08	1.08
1 month CD	0.03	0.78	0.17	0.95	0.95
3 month CD	0.06	0.81	0.52	1.37	1.37
6 month CD	0.10	0.85	1.06	2.02	2.02
12 month CD	0.17	0.92	1.63	2.71	2.71
24 month CD	0.22	0.97	2.28	3.49	3.49

Deposit Products ¹	National Deposit Rates ²	National Deposit Rates Rate Cap Adjusted	Treasury Yield ³	Treasury Yield Rate Cap Adjusted	National Rate Cap
36 month CD	0.25	1.00	2.45	3.69	3.69
48 month CD	0.26	1.01	N/A	N/A	1.01
60 month CD	0.32	1.07	2.42	3.65	3.65

The FDIC began posting the National Rate and Rate Cap on May 18, 2009. Data is not available prior to May 18, 2009. Data from May 2009 through March 31, 2021, reflects the calculation in effect at that time (averages weighted by branch, and not including credit unions), while data posted after March 31, 2021, reflects the calculation described above.

This historical data can be accessed at [Previous Rates](#).

The monthly rate cap information will be published every 3rd Monday of each month. When the 3rd Monday falls on a Federal holiday, the rate cap information will be published on the next business day. All published rates and yields are based on information available on the last business day of the prior month end (note: rates and yields published on April 1, 2021, are based on information available as of February 26, 2021).

¹If an institution seeks to offer a product with an off-tenor maturity that is not offered by another institution within its local market area, or for which the FDIC does not publish the national rate cap, the institution will be required to use the rate offered on the next lower on-tenor maturity for that deposit product when determining its applicable national or local rate cap, respectively. For example, an institution seeking to offer a 26-month certificate of deposit must use the rate offered for a 24-month CD to determine the applicable national or local rate cap.

² Source: S&P Capital IQ Pro; SNL Financial Data. Calculations: FDIC. Savings and interest checking account rates are based on the \$2,500 product tier, while money market and certificate of deposit rates represent an average of the \$10,000 and \$100,000 product tiers. Account types and maturities published in these tables are those most commonly offered by the banks and branches for which we have data (on-tenor maturities).

³ The [treasury yields](#) (treasury.gov) are those published by the U.S. Department of the Treasury with the same maturities as the listed CD tenors. For non-maturity deposits, where there is no comparable treasury yield, the yield used is the [effective federal funds](#) (newyorkfed.org) rate

published by the Federal Reserve Bank of New York. Note: the US Treasury does not publish a 4-year Treasury rate.

[Get email alerts](#) when the national rates are updated.



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

MEETING DATE

May 19, 2022

PREPARED BY

Stephanie Schmutzer, Staff

AGENDA ITEM # F.2

Consideration with possible action on approval of GBHA operating budget and Budget Resolution No. 2022-03, for Fiscal Year Beginning July 1, 2022.

BACKGROUND

The GBHA annual operating budget runs from July 1, 2022, through June 30, 2023. Much of the budget is consistent with prior years, with the exception of Scattered Sites now being under new management. Insurance dividend income increased by an average of 300 percent due to the re-establishment of a reimbursement for the Insurance company. Interest income decreased on average by 88 percent due to the continued low interest rates. Other major changes are listed below:

Central Office Cost Center (COCC): Training expenditures are predicted to increase by \$2,000 from the prior budget to cover the cost of additional education needed for the help with the Scattered Site and Mason Manor conversions. \$3,000 was not spent in the prior year and was kept in Marketing to create a logo and branding for the GBHA.

Mason Manor: Maintenance contracts and maintenance supplies were decreased by \$41,000 in anticipation of the complete renovation planned. There is an increase for vehicle and elevator maintenance and water and electricity by a combined total of \$22,000.

Revenue Bonds: There were no significant changes.

HUD requires a board resolution showing approval of the budget, resolution #2022-03

RECOMMENDATION

Approval of the GBHA operating budget and Budget Resolution No. 2022-03, for Fiscal Year Beginning July 1, 2022.

FISCAL IMPACT**ATTACHMENTS**

1. 22-23 Budget
2. NO 2022-03 Budget Resolution
3. Training Needs - 22-23

COCC						
	PY	YTD 7/1-4/15	21-22 Budget	22-23 Budget	\$ Budget changed	% of Budget changed
Income						
2802.00 · Hud Contributions	0.00	0.00	0.00	0.00	0.00	0.0%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.00	0.00	0.0%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.0%
3510.00 · Management Fee Revenue	134,435.92	103,173.22	133,512.00	138,580.80	5,068.80	3.8%
3520.00 · Asset Management Rev	24,120.00	18,090.00	24,000.00	24,000.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	17,760.00	13,290.00	18,000.00	18,000.00	0.00	0.0%
3610.00 · Int Income	230.19	0.00	200.00	30.00	-170.00	-85.0%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.00	0.00	0.0%
3690.01 · Other Income - Ins Dividends	85.67	202.85	15.00	100.00	85.00	566.67%
3690.02 · Other Income	0.00	0.00	0.00	0.00	0.00	0.0%
3690.03 · Cell Tower Rent	0.00	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	176,631.78	134,756.07	175,727.00	180,710.80	4,983.80	2.84%
Expense						
4110.00 · Admin Salaries	60,601.06	38,976.83	70,000.00	70,000.00	0.00	0.0%
4120.00 · Compensated Absences	-326.14	0.00	0.00	0.00	0.00	0.0%
4130.00 · Legal Expense	5,328.50	10.00	6,000.00	6,000.00	0.00	0.0%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.00	0.00	0.0%
4140.00 · Staff Training	0.00	89.91	7,000.00	9,000.00	2,000.00	28.57%
4150.00 · Travel	147.76	151.22	200.00	200.00	0.00	0.0%
4160.00 · Management Fee	0.00	0.00	0.00	0.00	0.00	0.0%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.00	0.00	0.0%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.00	0.00	0.0%
4171.00 · Auditing Fees	1,691.00	1,900.00	1,850.00	1,950.00	100.00	5.41%
4182.00 · Employee Benefits - Admin	26,389.55	16,355.28	30,000.00	30,500.00	500.00	1.67%
4190.01 · Printing	200.00	200.00	300.00	300.00	0.00	0.0%
4190.02 · Postage	215.22	120.70	300.00	300.00	0.00	0.0%
4190.03 · Paper & Office Supplies	676.67	493.87	900.00	900.00	0.00	0.0%
4190.04 · Publications	54.81	134.35	300.00	300.00	0.00	0.0%
4190.05 · Membership Dues & Fees	309.00	70.00	400.00	400.00	0.00	0.0%
4190.06 · Computer Support	2,612.92	2,489.35	7,000.00	7,000.00	0.00	0.0%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.00	0.00	0.0%
4190.08 · Marketing	0.00	0.00	3,000.00	3,000.00	0.00	0.0% ^{AAA}
4190.10 · Miscellaneous	28,752.20	18,196.52	15,000.00	15,000.00	0.00	0.0% ^A
4220.00 · Ten Ser-Recr Etc	0.00	0.00	0.00	0.00	0.00	0.0%
4220.01 · Ten Ser - Resident Part	0.00	0.00	0.00	0.00	0.00	0.0%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.00	0.00	0.0%
4310.00 · Water	0.00	0.00	0.00	0.00	0.00	0.0%
4320.00 · Electricity	0.00	0.00	0.00	0.00	0.00	0.0%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
4330.00 · Gas	0.00	0.00	0.00	0.00	0.00	0.0%
4390.00 · Other Utilities	0.00	0.00	0.00	0.00	0.00	0.0%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.00	0.00	0.0%
4420.00 · Maint - Supplies	0.00	0.00	100.00	100.00	0.00	0.0%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.00	0.00	0.0%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.00	0.00	0.0%
4430.03 · Maint - Truck Maint	0.00	0.00	100.00	100.00	0.00	0.0%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.00	0.00	0.0%
4430.10 · Heating and Cooling	0.00	0.00	0.00	0.00	0.00	0.0%
4430.11 · Snow Removal	0.00	0.00	0.00	0.00	0.00	0.0%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.00	0.00	0.0%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.00	0.00	0.0%
4430.14 · Unit Turnaround	0.00	0.00	0.00	0.00	0.00	0.0%
4430.15 · Electrical	0.00	0.00	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	0.00	0.00	0.00	0.00	0.00	0.0%
4430.17 · Extermination	0.00	0.00	0.00	0.00	0.00	0.0%
4430.18 · Appliances	0.00	0.00	0.00	0.00	0.00	0.0%
4430.19 · Garbage & Trash Removal	0.00	0.00	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	0.00	0.00	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	0.00	0.00	0.00	0.00	0.00	0.0%
4480.00 · Protect Service	0.00	0.00	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	0.00	0.00	0.00	0.00	0.00	0.0%
4510.01 · Insurance Expenses - Liability	200.00	300.00	300.00	400.00	100.00	33.33%
4520.00 · PILOT	0.00	0.00	0.00	0.00	0.00	0.0%
4530.00 · Bank Fees	1,044.02	788.51	1,025.00	1,100.00	75.00	7.32%
4572.00 · Bad Debt - Tenant Rents	0.00	0.00	0.00	0.00	0.00	0.0%
4590.00 · Other General	0.00	19,475.00	12,000.00	12,000.00	0.00	0.0% ^{AA}
4600.00 · Leases	0.00	0.00	0.00	0.00	0.00	0.0%
4800.00 · Depreciation Expense	601.24	0.00	650.00	650.00	0.00	0.0%
9120.00 · Transfers Out	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expense	128,497.81	99,751.54	156,425.00	159,200.00	2,775.00	1.77%
Net Income	48,133.97	35,004.53	19,302.00	21,510.80		

^ACity fees for services
^{AA} (CY title ins) Capital needs Assessment/ Consultant
^{AAA} creating logo/branding

Mason Manor						
	PY	YTD 7/1-4/15	21-22 Budget	22-23 Budget	\$ Budget changed	% of Budget changed
Income						
2802.00 · Hud Contributions	168,385.00	300,267.00	175,801.33	175,000.00	-801.33	-0.46%
3110.00 · Dwelling Rental	502,657.04	381,514.14	505,397.21	519,000.00	13,602.79	2.69%
3120.00 · Excess Utilities	5,004.00	3,720.00	4,597.33	5,000.00	402.67	8.76%
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	444.72	475.48	750.00	75.00	-675.00	-90.0%
3690.00 · Other Income - Tenants	6,630.00	4,845.00	6,173.33	5,000.00	-1,173.33	-19.01%
3690.01 · Other Income - Ins Dividends	2,570.28	12,982.52	3,427.04	7,500.00	4,072.96	118.85%
3690.02 · Other Income	14,723.75	15,182.28	11,057.00	11,500.00	443.00	4.01%
3690.03 · Cell Tower Rent	131,507.44	87,307.83	130,000.00	140,400.00	10,400.00	8.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.00	0.00	0.0%
Total Income	831,922.23	806,294.25	837,203.25	863,475.00	26,271.75	3.14%
Expense						
4110.00 · Admin Salaries	107,424.49	59,771.03	108,500.00	110,500.00	2,000.00	1.84%
4120.00 · Compensated Absences	-11,362.72	0.00	500.00	500.00	0.00	0.0%
4130.00 · Legal Expense	2,380.36	413.45	1,500.00	1,500.00	0.00	0.0%
4130.01 · Investigations Expense	3,160.87	1,261.17	2,600.00	2,600.00	0.00	0.0%
4140.00 · Staff Training	125.00	627.02	4,000.00	5,000.00	1,000.00	25.0%
4150.00 · Travel	139.35	86.43	250.00	250.00	0.00	0.0%
4160.00 · Management Fee	102,306.38	78,778.78	101,469.12	105,627.84	4,158.72	4.1%
4163.00 · BookKeeping Fee	13,515.00	10,147.20	13,680.00	13,680.00	0.00	0.0%
4165.00 · Asset Management Fee	18,360.00	13,770.00	18,240.00	18,240.00	0.00	0.0%
4171.00 · Auditing Fees	3,382.00	3,800.00	3,500.00	3,850.00	350.00	10.0%
4182.00 · Employee Benefits - Admin	46,024.98	23,300.90	43,500.00	44,500.00	1,000.00	2.3%
4190.01 · Printing	1,687.63	567.62	1,850.00	1,000.00	-850.00	-45.95%
4190.02 · Postage	990.00	804.50	990.00	1,100.00	110.00	11.11%
4190.03 · Paper & Office Supplies	922.74	745.48	1,000.00	1,000.00	0.00	0.0%
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	0.00	-50.00	-100.0%
4190.06 · Computer Support	13,878.55	12,910.54	12,000.00	15,000.00	3,000.00	25.0%
4190.07 · Tele Fax & Comm	1,834.82	1,288.84	1,850.00	2,250.00	400.00	21.62%
4190.08 · Marketing	1,619.56	1,315.07	2,300.00	2,300.00	0.00	0.0%
4190.10 · Miscellaneous	2,611.72	975.00	2,000.00	1,500.00	-500.00	-25.0%
4220.00 · Ten Ser-Recr Etc	128.44	19.68	200.00	200.00	0.00	0.0%
4220.01 · Ten Ser - Resident Part	2,530.18	2,829.06	2,900.00	2,900.00	0.00	0.0%
4230.00 · Ten Ser-Contrs	36,940.21	33,483.46	26,800.00	26,800.00	0.00	0.0%
4310.00 · Water	42,747.63	31,646.17	37,500.00	42,000.00	4,500.00	12.0%
4320.00 · Electricity	62,013.34	49,179.01	61,000.00	66,000.00	5,000.00	8.2%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
4330.00 · Gas	28,989.46	23,531.98	28,500.00	28,500.00	0.00	0.0%
4390.00 · Other Utilities	4,873.39	3,778.45	4,400.00	6,000.00	1,600.00	36.36%
4410.00 · Maint - Labor	83,803.42	72,199.07	140,500.00	133,000.00	-7,500.00	-5.34%
4420.00 · Maint - Supplies	35,894.55	13,226.94	38,000.00	18,000.00	-20,000.00	-52.63%
4430.00 · Maint - Contracts	35,280.70	8,086.00	41,378.55	20,000.00	-21,378.55	-51.67%
4430.01 · Maint - Non-Contract	15,097.49	8,907.34	5,500.00	10,000.00	4,500.00	81.82%
4430.03 · Maint - Truck Maint	544.52	1,337.71	500.00	3,000.00	2,500.00	500.0%
4430.09 · Fire Protection - Maint	2,930.94	5,921.64	2,800.00	4,200.00	1,400.00	50.0%
4430.10 · Heating and Cooling	5,970.55	1,687.34	6,000.00	6,500.00	500.00	8.33%
4430.11 · Snow Removal	3,052.52	1,808.21	6,500.00	6,500.00	0.00	0.0%
4430.12 · Elevator Maintenance	11,873.17	9,100.00	10,500.00	14,500.00	4,000.00	38.1%
4430.13 · Landscape and Grounds	186.75	3,144.92	1,000.00	1,500.00	500.00	50.0%
4430.14 · Unit Turnaround	0.00	0.00	0.00	0.00	0.00	0.0%
4430.15 · Electrical	0.00	0.00	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	1,983.36	1,576.25	1,250.00	1,500.00	250.00	20.0%
4430.17 · Extermination	20,951.34	12,294.98	22,750.00	22,000.00	-750.00	-3.3%
4430.18 · Appliances	0.00	0.00	0.00	0.00	0.00	0.0% #
4430.19 · Garbage & Trash Removal	5,969.00	5,730.60	5,000.00	6,000.00	1,000.00	20.0%
4432.00 · Extraordinary Maintenance	0.00	0.00	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	38,610.86	26,513.43	50,750.00	42,500.00	-8,250.00	-16.26%
4480.00 · Protect Service	620.24	0.00	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	33,355.04	35,598.20	34,000.00	36,000.00	2,000.00	5.88%
4510.01 · Insurance Expenses - Liability	6,896.00	7,702.00	7,000.00	8,000.00	1,000.00	14.29%
4520.00 · PILOT	37,335.89	0.00	39,000.00	38,000.00	-1,000.00	-2.56%
4530.00 · Bank Fees	3.75	0.00	0.00	0.00	0.00	0.0%
4572.00 · Bad Debt - Tenant Rents	4,368.00	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%
4600.00 · Leases	0.00	0.00	0.00	0.00	0.00	0.0%
4800.00 · Depreciation Expense	116,504.77	0.00	175,000.00	150,000.00	-25,000.00	-14.29%
9120.00 · Transfers Out	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expense	951,091.24	569,865.47	1,073,507.67	1,028,997.84	-44,509.83	-4.15%
Net Income	-119,169.01	236,428.78	-236,304.42	-165,522.84		

Appliances purchased w/ CFP

(15,522.84) P/(I) without Depreciation

RevBonds					
PY	YTD 7/1-4/15	21-22 Budget	22-23 Budget	\$ Budget changed	% of Budget changed
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
671.50	0.00	750.00	75.00	-675.00	-90.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
28,090.00	5,260.00	11,715.00	11,715.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
28,761.50	5,260.00	12,465.00	11,790.00	-675.00	-5.42%
46.26	144.49	500.00	550.00	50.00	10.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
445.00	500.00	400.00	400.00	0.00	0.0%
11.32	63.54	200.00	250.00	50.00	25.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
0.00	0.00	0.00	0.00	0.00	0.0%
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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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TRAINING NEEDS -FYE 2022-2023
GBHA & GBHA Properties 1, Inc

<u>Training</u>	<u>Staff</u>	<u>Hotel</u>	<u>Meals</u>	<u>Rooms</u>	<u>Nights</u>	<u>Hotel Sub</u>	<u>Meals Subtotal</u>	<u>Registration</u>	<u>Travel</u>	<u># Vehicles</u>	<u>Miles</u>	<u>Subtotal</u>
Casterline Location: TBD - Out of State, Dates: TBD												
	Stephanie	\$200	\$75	1	2	\$400	\$150	\$800	\$700			\$2,050
Happy Training - Location: TBD - out of state, Dates: TBD												
	Sr Staff	\$200	\$75	1	3	\$600	\$225	\$750	\$700			\$2,275
Nan Mckay - HQS training - Location: TBD - out of state, Dates: TBD												
	Staff	\$200	\$75	1	3	\$600	\$225	\$750	\$400			\$1,975
	Staff	\$200	\$75	1	3	\$600	\$225	\$750	\$400			\$1,975
TDB - training new entity - Location: TBD - out of state, Dates: TBD												
	Stephanie	\$200	\$75	1	3	\$600	\$225	\$750	\$400			\$1,975
	Jayme	\$200	\$75	1	3	\$600	\$225	\$750	\$400			\$1,975
<u>Training</u>	<u>Staff</u>	<u>Hotel</u>	<u>Meals</u>	<u>Rooms</u>	<u>Nights</u>	<u>Hotel Sub</u>	<u>Meals</u>	<u>Registration</u>	<u>Travel Sub</u>	<u># Vehicles</u>	<u>Miles</u>	<u>Subtotal</u>
WAHA "Fall" Conference - Location: TBD, Dates: Sept 2022												
	Cheryl	\$115	\$55	1	3	\$345	\$165	\$325	\$152	1	260	\$987
	Jayme/Ka/Kaycee	\$115	\$55	1	3	\$345	\$165	\$325	\$0	0	260	\$835
	Stephanie	\$115	\$55	1	3	\$345	\$165	\$325	\$152	1	260	\$987
	Maintenance	\$115	\$55	1	3	\$345	\$165	\$325	\$0	0	260	\$835
GBHA	Commissioner	\$115	\$55	1	3	\$345	\$165	\$325	\$152	1	260	\$987
GBHA	Commissioner	\$115	\$55	1	3	\$345	\$165	\$325	\$0	0	260	\$835
WAHA "Spring" Conferences - Location: Wausau Date: April 2023												
	Cheryl	\$115	\$50	1	1	\$115	\$50	\$100	\$117	1	200	\$382
	Stephanie	\$115	\$50	1	1	\$115	\$50	\$100	\$117	1	200	\$382
	Jayme- cocc	\$115	\$50	1	1	\$115	\$50	\$100	\$0	0	200	\$265

\$18,720.30

MM 4,935.00
SS - Prop. 1 4,935.00
COCC 8,850.30
\$ 18,720.30

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Green Bay Housing Authority

Check Detail

April 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6635	04/06/2022	ACE DRAIN & SE...	516 N Ashland	1111.01 · General ...	
Bill	18578	02/28/2022		auger main	4430.16 · Plumbing	-240.00
TOTAL						-240.00
Bill Pmt -Check	6636	04/06/2022	AMA HEATING	1341 Univer...	1111.01 · General ...	
Bill	S96135	03/22/2022		furnace repair	4430.10 · Heating a...	-610.07
TOTAL						-610.07
Bill Pmt -Check	6637	04/06/2022	AT&T	1424 Admiral	1111.01 · General ...	
Bill	3/22/2022	03/22/2022		door system	4190.07 · Tele Fax...	-76.79
				door system	4190.07 · Tele Fax...	-76.79
TOTAL						-153.58
Bill Pmt -Check	6638	04/06/2022	BELLIN HOME HE...	Jan & Feb R...	1111.01 · General ...	
Bill	MB7764	03/14/2022		Jan & Feb R...	4230.00 · Ten Ser...	-700.00
TOTAL						-700.00
Bill Pmt -Check	6639	04/06/2022	CEC	1424 Admiral	1111.01 · General ...	
Bill	378262	03/28/2022		fire alarm ins...	4430.09 · Fire Prote...	-1,425.00
TOTAL						-1,425.00
Bill Pmt -Check	6640	04/06/2022	CITY OF GREEN B...		1111.01 · General ...	
Bill	151795	01/28/2022		sanitiaon viol...	4430.19 · Garbage ...	-31.21
Bill	970-12420	03/09/2022		tenant party	4220.01 · Ten Ser -...	-103.52
Bill	970-12420	03/09/2022		clamp/vent/pi...	4420.00 · Maint - S...	-74.54
Bill	970-12420	03/10/2022		organizer/blin...	4420.00 · Maint - S...	-702.56
Bill	970-12420	03/16/2022		wall plate/outl...	4420.00 · Maint - S...	-155.99
Bill	153342	03/17/2022		sanitation vio...	4430.19 · Garbage ...	-57.00
Bill	970-12422	03/31/2022		Wages	4110.00 · Admin Sa...	-11,373.22
				Benefits	4182.00 · Employe...	-3,515.02
				Wages	4410.00 · Maint - L...	-13,426.83
				Benefits	4433.00 · Emp Ben...	-3,742.17
				Wages	4110.00 · Admin Sa...	-9,271.53
				Benefits	4182.00 · Employe...	-2,864.06
				Wages	4410.00 · Maint - L...	-5,114.94
				Benefits	4433.00 · Emp Ben...	-1,304.56
				Wages	4110.00 · Admin Sa...	-7,100.02
				Benefits	4182.00 · Employe...	-2,326.96
				Wages	4110.00 · Admin Sa...	-96.86
				Benefits	4182.00 · Employe...	-42.77
TOTAL						-61,303.76
Bill Pmt -Check	6641	04/06/2022	FIRST SUPPLY G...	1424 Admiral	1111.01 · General ...	
Bill	13116842-01	03/14/2022		flapper kits	4420.00 · Maint - S...	-58.36
TOTAL						-58.36

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Green Bay Housing Authority

Check Detail

April 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6642	04/06/2022	GRAINGER	ss	1111.01 · General ...	
Bill	9256561375	03/24/2022		coil balance	4420.00 · Maint - S...	-43.34
TOTAL						-43.34
Bill Pmt -Check	6643	04/06/2022	GREEN BAY WAT...	1424 Admiral	1111.01 · General ...	
Bill	3/30/22-4665-01	03/30/2022		1424 Admiral	4390.00 · Other Util...	-374.10
				1424 Admiral	4310.00 · Water	-3,337.27
TOTAL						-3,711.37
Bill Pmt -Check	6644	04/06/2022	LANGAN INVESTI...	1424 Admiral	1111.01 · General ...	
Bill	4/3/22 mm	04/03/2022		screenings	4130.01 · Investigat...	-14.00
TOTAL						-14.00
Bill Pmt -Check	6645	04/06/2022	LARSON PAINTING		1111.01 · General ...	
Bill	5815	03/29/2022		painting - 839...	4430.25 · Unit Repair	-793.80
Bill	5814	03/29/2022		painting - 712...	4430.25 · Unit Repair	-1,454.76
Bill	5813	03/29/2022		painting - 144...	4430.25 · Unit Repair	-997.92
TOTAL						-3,246.48
Bill Pmt -Check	6646	04/06/2022	LIZER LAWN CARE		1111.01 · General ...	
Bill	126034	03/23/2022		plowing	4430.11 · Snow Re...	-120.00
Bill	126122AD	03/23/2022		plowing & sal...	4430.11 · Snow Re...	-57.00
Bill	126123AD	03/23/2022		plowing & sal...	4430.11 · Snow Re...	-57.00
Bill	126124AD	03/23/2022		plowing & sal...	4430.11 · Snow Re...	-57.00
TOTAL						-291.00
Bill Pmt -Check	6647	04/06/2022	MRI Software LLC	happy rene...	1111.01 · General ...	
Bill	us-inv1314332	12/31/2021		happy renewal	4190.06 · Computer...	-683.65
				happy renewal	4190.06 · Computer...	-5,200.51
				happy renewal	4190.06 · Computer...	-5,200.51
TOTAL						-11,084.67
Bill Pmt -Check	6648	04/06/2022	PAMPERIN CONS...		1111.01 · General ...	
Bill	3/23/22	03/23/2022		flooring - 133...	4430.25 · Unit Repair	-1,840.00
Bill	3/23/2022	03/23/2022		repair walls	4430.01 · Maint - N...	-1,273.00
TOTAL						-3,113.00
Bill Pmt -Check	6649	04/06/2022	Sandberg K9 Solu...		1111.01 · General ...	
Bill	1952	03/31/2022		quarterly insp...	4430.17 · Extermin...	-2,999.98
Bill	1967	04/04/2022		inspect units	4430.17 · Extermin...	-100.00
TOTAL						-3,099.98

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Green Bay Housing Authority

Check Detail

April 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6650	04/06/2022	SCOTT WARNER ...		1111.01 · General ...	
Bill	3/26/22	03/26/2022		porch roof - 1...	4430.25 · Unit Repair	-675.00
Bill	3/26/2022	03/26/2022		windows - 14...	4430.25 · Unit Repair	-1,150.00
TOTAL						-1,825.00
Bill Pmt -Check	6651	04/06/2022	TIME WARNER CA...	1424 Admiral	1111.01 · General ...	
Bill	3/18/2022	03/18/2022		wifi	4230.00 · Ten Ser-...	-89.99
TOTAL						-89.99
Bill Pmt -Check	6652	04/21/2022	AMA HEATING		1111.01 · General ...	
Bill	S96291	03/18/2022		furance repair	4430.00 · Maint - C...	-187.34
Bill	S96033	04/12/2022		boiler repair	4430.25 · Unit Repair	-1,223.30
TOTAL						-1,410.64
Bill Pmt -Check	6653	04/21/2022	CITY OF GREEN B...		1111.01 · General ...	
Bill	970-12420	03/22/2022		HIBU	4190.08 · Marketing	-20.00
				Waste Mana...	4430.19 · Garbage ...	-426.40
				correction ta...	4190.03 · Paper & ...	-59.01
				correction ta...	4190.03 · Paper & ...	-59.01
				cards	4220.01 · Ten Ser -...	-69.96
Bill	970-12420	03/22/2022		shower rod/li...	4420.00 · Maint - S...	-384.62
Bill	970-12420	03/23/2022		tissues/ cup	4420.00 · Maint - S...	-8.47
				keys/couplin...	4420.00 · Maint - S...	-28.93
Bill	970-12420	03/25/2022		copies	4190.01 · Printing	-81.13
				copies	4190.01 · Printing	-81.13
Bill	970-12420	03/29/2022		keys	4420.00 · Maint - S...	-15.75
				screws/ braces	4420.00 · Maint - S...	-38.63
Bill	970-12420	03/29/2022		outlet plates/t...	4420.00 · Maint - S...	-244.08
Bill	970-12420	03/31/2022		stamps	4190.02 · Postage	-145.00
				stamps & ov...	4190.02 · Postage	-171.95
				movie night	4220.01 · Ten Ser -...	-59.80
				notary services	4130.00 · Legal Ex...	-45.00
Bill	153851	03/31/2022		fuel	4430.03 · Maint - Tr...	-148.30
				fuel	4430.03 · Maint - Tr...	-148.30
Bill	153734	03/31/2022		recycle cart	4430.19 · Garbage ...	-90.05
Bill	970-1240	04/05/2022		lights	4420.00 · Maint - S...	-30.05
Bill	970-12420	04/05/2022		check valve/ ...	4420.00 · Maint - S...	-339.39
Bill	970-12420	04/05/2022		mailing	4190.02 · Postage	-8.95
				tenant meeting	4220.01 · Ten Ser -...	-15.96
Bill	153953	04/07/2022		tenant violation	4430.19 · Garbage ...	-57.00
Bill	154073	04/12/2022		applications/ ...	4190.01 · Printing	-190.00
				brochures	4190.01 · Printing	-40.00
				mailings	4190.02 · Postage	-14.40
TOTAL						-3,021.27
Bill Pmt -Check	6654	04/21/2022	Clean By Design L...		1111.01 · General ...	
Bill	1615	01/24/2022		cleaning #420	4430.00 · Maint - C...	-460.00
Bill	1620	03/31/2022		cleaning	4430.00 · Maint - C...	-550.00
TOTAL						-1,010.00

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Green Bay Housing Authority

Check Detail

April 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6655	04/21/2022	D & D Glass Co. L...		1111.01 · General ...	
Bill	78929	03/01/2022		rescreening	4420.00 · Maint - S...	-133.40
Bill	78943	03/03/2022		rescreening	4420.00 · Maint - S...	-75.68
Bill	78952	03/07/2022		rescreening	4420.00 · Maint - S...	-76.37
Bill	79034	03/29/2022		rescreening	4420.00 · Maint - S...	-109.70
TOTAL						-395.15
Bill Pmt -Check	6656	04/21/2022	Ellison Electric Su...	1424 Admiral	1111.01 · General ...	
Bill	1166540	04/06/2022		lights	4430.25 · Unit Repair	-823.88
TOTAL						-823.88
Bill Pmt -Check	6657	04/21/2022		SD refund	1111.01 · General ...	
Bill	SD refund	04/18/2022		SD refund - F...	2114.00 · Tenant S...	-146.16
				Pet Dept refu...	2114.02 · Security ...	-182.69
				Key Dept ref...	2114.02 · Security ...	-51.15
TOTAL						-380.00
Bill Pmt -Check	6658	04/21/2022		SD refud	1111.01 · General ...	
Bill	SD refund	04/18/2022		SD refund - ...	2114.00 · Tenant S...	-71.94
				Key Dept ref...	2114.02 · Security ...	-1.80
				Credit on acc...	3110.00 · Dwelling ...	-176.26
TOTAL						-250.00
Bill Pmt -Check	6659	04/21/2022	GREEN BAY WAT...		1111.01 · General ...	
Bill	3/31/22-32063-01	03/31/2022		1424 Admiral	4390.00 · Other Util...	-141.30
Bill	4/14/22-514-06	04/14/2022		967 Holzer	4390.00 · Other Util...	-63.65
				967 Holzer	4310.00 · Water	-134.48
Bill	4/14/22-1033-02	04/14/2022		712 Bond	4390.00 · Other Util...	-63.65
				712 Bond	4310.00 · Water	-28.13
TOTAL						-431.21
Bill Pmt -Check	6660	04/21/2022	Jayme Valentine		1111.01 · General ...	
Bill	1/1-31/22 mileage	01/31/2022		mileage	4150.00 · Travel	-37.15
				mileage	4150.00 · Travel	-13.16
Bill	2/1-28/22-mileage	02/28/2022		mileage	4150.00 · Travel	-10.82
				mileage	4150.00 · Travel	-9.07
Bill	3/1-31/22-mileage	03/31/2022		mileage	4150.00 · Travel	-34.22
				mileage	4150.00 · Travel	-7.90
Bill	4/1-19/22-mileage	04/19/2022		mileage	4150.00 · Travel	-30.71
				mileage	4150.00 · Travel	-16.09
TOTAL						-159.12
Bill Pmt -Check	6661	04/21/2022	Ka Vang	Mileage	1111.01 · General ...	
Bill	1/1-3/31/22 mileage	03/31/2022		Mileage	4150.00 · Travel	-1.17
				Mileage	4150.00 · Travel	-15.80
TOTAL						-16.97

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Green Bay Housing Authority

Check Detail

April 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6662	04/21/2022	Kaycee Champasak		1111.01 · General ...	
Bill	1/1-31/2022 mileage	01/31/2022		Mileage	4150.00 · Travel	-11.12
Bill	3/1-3/31/22 Mileage	03/31/2022		Mileage	4150.00 · Travel	-4.10
Bill	4/1-4/18/22 Mileage	04/18/2022		Mileage	4150.00 · Travel	-4.68
TOTAL						-19.90
Bill Pmt -Check	6663	04/21/2022	KONE INC	1424 Admiral	1111.01 · General ...	
Bill	962175753	04/01/2022		maintenance ...	4430.12 · Elevator ...	-910.00
TOTAL						-910.00
Bill Pmt -Check	6664	04/21/2022	LIZER LAWN CARE	839 Christiana	1111.01 · General ...	
Bill	125917AD	03/17/2022		plowing & Sal...	4430.13 · Landscap...	-114.00
TOTAL						-114.00
Bill Pmt -Check	6665	04/21/2022		SD refund	1111.01 · General ...	
Bill	SD refund	04/18/2022		SD refund - ...	2114.00 · Tenant S...	-20.00
				Key Dept Ref...	2114.02 · Security ...	-2.00
TOTAL						-22.00
Bill Pmt -Check	6666	04/21/2022	One Service LLC		1111.01 · General ...	
Bill	380	01/21/2022		bed bug treat...	4430.17 · Extermin...	-120.00
Bill	381	01/28/2022		bed bug treat...	4430.17 · Extermin...	-120.00
Bill	384	02/07/2022		bed bug trat...	4430.17 · Extermin...	-240.00
Bill	385	02/07/2022		rodent servic...	4430.17 · Extermin...	-145.00
Bill	395	03/31/2022		rodent servic...	4430.17 · Extermin...	-135.00
Bill	394	03/31/2022		Bed Bug trea...	4430.17 · Extermin...	-500.00
Bill	393	04/06/2022		outside roden...	4430.17 · Extermin...	-65.00
Bill	276	04/20/2022		maint help	4410.00 · Maint - L...	-165.10
				maint help	4410.00 · Maint - L...	-655.30
Bill	275	04/20/2022		bed bug treat...	4430.17 · Extermin...	-400.00
Bill	362	04/20/2022		bed bug treat...	4430.17 · Extermin...	-240.00
Bill	375	04/20/2022		bed bug treat...	4430.17 · Extermin...	-120.00
Bill	378	04/20/2022		bed bug treat...	4430.17 · Extermin...	-300.00
Bill	379	04/20/2022		rodent servic...	4430.17 · Extermin...	-155.00
TOTAL						-3,360.40
Bill Pmt -Check	6667	04/21/2022	Stephanie Schmut...	Mileage	1111.01 · General ...	
Bill	1/1-3/31/22 Mileage	03/31/2022		Mileage	4150.00 · Travel	-26.33
TOTAL						-26.33
Bill Pmt -Check	6668	04/21/2022	TIME WARNER CA...	1424 Admiral	1111.01 · General ...	
Bill	4/1/22	04/01/2022		cable	4230.00 · Ten Ser...	-3,001.81
TOTAL						-3,001.81

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Green Bay Housing Authority

Check Detail

April 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	6669	04/21/2022	VAN'S FIRE & SAF...		1111.01 · General ...	
Bill	4157728	04/04/2022		inspection - fi...	4430.09 · Fire Prote...	-128.15
Bill	4157778	04/05/2022		sprinkler insp...	4430.09 · Fire Prote...	-206.00
Bill	4157784	04/07/2022		fire extinguis...	4430.09 · Fire Prote...	-887.62
TOTAL						-1,221.77
Bill Pmt -Check	6670	04/21/2022	WISCONSIN PUBL...		1111.01 · General ...	
Bill	3/30/22-2671-00220	03/30/2022		712 Bond	4320.00 · Electricity	-16.79
				712 Bond	4330.00 · Gas	-63.69
Bill	3/30/22-2671-00223	03/30/2022		839 Christiana	4320.00 · Electricity	-36.10
				839 Christiana	4330.00 · Gas	-58.81
Bill	4/1/22-2671-00002	04/01/2022		1424 Admiral	4320.00 · Electricity	-3,966.04
Bill	4/1/22-2671-0036	04/01/2022		1424 Admiral	4320.00 · Electricity	-735.99
Bill	4/13/22-2671-00009	04/13/2022		1125 Univeristy	4320.00 · Electricity	-39.90
				1125 Univeristy	4330.00 · Gas	-67.53
Bill	4/14/22-2671-00222	04/14/2022		1444 University	4320.00 · Electricity	-38.73
				1444 University	4330.00 · Gas	-74.08
TOTAL						-5,097.66

Green Bay Housing Authority

Budget vs. Actual

Summary

Apr-22

	COCC		Mason Manor		RevBonds		ScSite		TOTAL	
	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget
Total Income	149,573.55	175,727.00	871,296.08	837,203.25	5,260.00	12,465.00	332,908.26	344,879.86	1,359,037.89	1,370,275.12
Total Expense	106,716.72	156,425.00	630,124.94	1,073,507.67	27,208.03	4,600.00	258,580.22	576,739.08	1,022,629.91	1,811,271.75
Net Income	42,856.83	19,302.00	241,171.14	-236,304.41	-21,948.03	7,865.00	74,328.04	-231,859.22	336,407.98	-440,996.63

Reserve Spreadsheet

	MM	SS
2021 Audited Report	560,382	329,326
YTD Net Income/(loss) Without Depreciation	241,171	74,328
Committed Funds	(150,000)	-
Remaining Projects	-	-
Subtotal	651,553	403,654
Transfer	-	-
Projected Reserve	651,553	403,654
6 Month Expenses	476,400	249,648
Excess/shortfall	175,153	154,007
	☺	☺

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%	312,532.00	175,801.33	136,730.67	177.78%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	424,599.14	505,397.21	-80,798.07	84.01%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.0%	4,484.00	4,597.33	-113.33	97.54%
3510.00 · Management Fee Revenue	114,533.20	133,512.00	129,864.00	85.79%	0.00	0.00	0.00	0.0%
3520.00 · Asset Management Rev	20,100.00	24,000.00	24,000.00	83.75%	0.00	0.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	14,737.50	18,000.00	18,000.00	81.88%	0.00	0.00	0.00	0.0%
3610.00 · Int Income	0.00	200.00	2,500.00	0.0%	475.48	750.00	-274.52	63.4%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.0%	5,545.00	6,173.33	-628.33	89.82%
3690.01 · Other Income - Ins Dividends	202.85	15.00	15.00	1,352.33%	12,982.52	3,427.04	9,555.48	378.83%
3690.02 · Other Income	0.00	0.00	0.00	0.0%	17,604.04	11,057.00	6,547.04	159.21%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%	93,073.90	130,000.00	-36,926.10	71.6%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	149,573.55	175,727.00	-26,153.45	85.12%	871,296.08	837,203.25	34,092.83	104.07%
Expense								
4110.00 · Admin Salaries	43,837.98	70,000.00	-26,162.02	62.63%	66,930.84	108,500.00	-41,569.16	61.69%
4120.00 · Compensated Absences	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
4130.00 · Legal Expense	10.00	6,000.00	-5,990.00	0.17%	413.45	1,500.00	-1,086.55	27.56%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	1,261.17	2,600.00	-1,338.83	48.51%
4140.00 · Staff Training	89.91	7,000.00	-6,910.09	1.28%	627.02	4,000.00	-3,372.98	15.68%
4150.00 · Travel	177.55	200.00	-22.45	88.78%	190.10	250.00	-59.90	76.04%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	87,548.92	101,469.12	-13,920.20	86.28%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	11,264.70	13,680.00	-2,415.30	82.34%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	15,300.00	18,240.00	-2,940.00	83.88%
4171.00 · Auditing Fees	1,900.00	1,850.00	50.00	102.7%	3,800.00	3,500.00	300.00	108.57%
4182.00 · Employee Benefits - Admin	18,418.58	30,000.00	-11,581.42	61.4%	26,065.43	43,500.00	-17,434.57	59.92%
4190.01 · Printing	200.00	300.00	-100.00	66.67%	838.75	1,850.00	-1,011.25	45.34%
4190.02 · Postage	135.10	300.00	-164.90	45.03%	804.50	990.00	-185.50	81.26%
4190.03 · Paper & Office Supplies	493.87	900.00	-406.13	54.87%	745.48	1,000.00	-254.52	74.55%
4190.04 · Publications	134.35	300.00	-165.65	44.78%	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	70.00	400.00	-330.00	17.5%	239.00	50.00	189.00	478.0%
4190.06 · Computer Support	2,489.35	7,000.00	-4,510.65	35.56%	12,910.54	12,000.00	910.54	107.59%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	1,438.91	1,850.00	-411.09	77.78%
4190.08 · Marketing	0.00	3,000.00	-3,000.00	0.0%	1,315.07	2,300.00	-984.93	57.18%
4190.10 · Miscellaneous	18,196.52	15,000.00	3,196.52	121.31%	975.00	2,000.00	-1,025.00	48.75%
4220.00 · Ten Ser-Recr Etc	0.00	0.00	0.00	0.0%	19.68	200.00	-180.32	9.84%
4220.01 · Ten Ser - Resident Part	0.00	0.00	0.00	0.0%	2,845.02	2,900.00	-54.98	98.1%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.0%	33,873.45	26,800.00	7,073.45	126.39%
4310.00 · Water	0.00	0.00	0.00	0.0%	35,301.25	37,500.00	-2,198.75	94.14%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	49,179.01	61,000.00	-11,820.99	80.62%
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%	27,923.82	28,500.00	-576.18	97.98%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	4,152.55	4,400.00	-247.45	94.38%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.0%	81,415.82	140,500.00	-59,084.18	57.95%
4420.00 · Maint - Supplies	0.00	100.00	-100.00	0.0%	13,757.63	38,000.00	-24,242.37	36.2%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	19,902.40	41,378.55	-21,476.15	48.1%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.0%	9,038.30	5,500.00	3,538.30	164.33%
4430.03 · Maint - Truck Maint	0.00	100.00	-100.00	0.0%	1,337.71	500.00	837.71	267.54%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.0%	7,015.26	2,800.00	4,215.26	250.55%
4430.10 · Heating and Cooling	0.00	0.00	0.00	0.0%	1,687.34	6,000.00	-4,312.66	28.12%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	1,808.21	6,500.00	-4,691.79	27.82%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%	10,010.00	10,500.00	-490.00	95.33%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%	3,144.92	1,000.00	2,144.92	314.49%
4430.15 · Electrical	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	0.00	0.00	0.00	0.0%	1,576.25	1,250.00	326.25	126.1%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	14,734.98	22,750.00	-8,015.02	64.77%
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%	5,730.60	5,000.00	730.60	114.61%
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%	29,701.66	50,750.00	-21,048.34	58.53%
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%	35,598.20	34,000.00	1,598.20	104.7%
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	788.51	1,025.00	-236.49	76.93%	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	19,475.00	12,000.00	7,475.00	162.29%	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%
Total Expense	106,716.72	156,425.00	-49,708.28	68.22%	630,124.94	1,073,507.67	-443,382.73	58.7%
Net Income/(Loss)	42,856.83	19,302.00	23,554.83	222.03%	241,171.14	-236,304.41	477,475.55	-102.06%

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%	161,304.00	158,037.33	3,266.67	102.07%
3110.00 · Dwelling Rental	0.00	0.00	0.00	0.0%	147,731.87	176,342.53	-28,610.66	83.78%
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%	100.00	0.00	100.00	100.0%
3690.01 · Other Income - Ins Dividends	0.00	0.00	0.00	0.0%	7,099.82	1,300.00	5,799.82	546.14%
3690.02 · Other Income	5,260.00	11,715.00	-6,455.00	44.9%	16,672.57	8,700.00	7,972.57	191.64%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	5,260.00	12,465.00	-7,205.00	42.2%	332,908.26	344,879.86	-11,971.60	96.53%
Expense								
4110.00 · Admin Salaries	144.49	500.00	-355.51	28.9%	50,695.35	74,500.00	-23,804.65	68.05%
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%	1,014.89	1,024.12	-9.23	99.1%
4130.01 · Investigations Expense	0.00	0.00	0.00	0.0%	1,162.03	5,000.00	-3,837.97	23.24%
4140.00 · Staff Training	0.00	0.00	0.00	0.0%	627.02	4,000.00	-3,372.98	15.68%
4150.00 · Travel	0.00	0.00	0.00	0.0%	417.16	300.00	117.16	139.05%
4160.00 · Management Fee	0.00	0.00	0.00	0.0%	24,394.44	32,042.88	-7,648.44	76.13%
4163.00 · BookKeeping Fee	0.00	0.00	0.00	0.0%	3,142.50	4,320.00	-1,177.50	72.74%
4165.00 · Asset Management Fee	0.00	0.00	0.00	0.0%	4,320.00	5,760.00	-1,440.00	75.0%
4171.00 · Auditing Fees	500.00	400.00	100.00	125.0%	3,800.00	3,500.00	300.00	108.57%
4182.00 · Employee Benefits - Admin	63.54	200.00	-136.46	31.77%	20,514.76	29,000.00	-8,485.24	70.74%
4190.01 · Printing	0.00	0.00	0.00	0.0%	712.55	1,367.08	-654.53	52.12%
4190.02 · Postage	0.00	0.00	0.00	0.0%	840.40	1,000.00	-159.60	84.04%
4190.03 · Paper & Office Supplies	0.00	0.00	0.00	0.0%	667.36	725.00	-57.64	92.05%
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%	8,811.88	6,750.00	2,061.88	130.55%
4190.07 · Tele Fax & Comm	0.00	0.00	0.00	0.0%	989.40	1,200.00	-210.60	82.45%
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%	2,325.76	2,000.00	325.76	116.29%
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%	30,904.41	27,000.00	3,904.41	114.46%
4320.00 · Electricity	0.00	0.00	0.00	0.0%	1,184.92	3,500.00	-2,315.08	33.86%
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%	1,860.41	2,500.00	-639.59	74.42%
4390.00 · Other Utilities	0.00	0.00	0.00	0.0%	9,080.20	10,000.00	-919.80	90.8%
4410.00 · Maint - Labor	0.00	0.00	0.00	0.0%	23,025.51	46,500.00	-23,474.49	49.52%
4420.00 · Maint - Supplies	0.00	0.00	0.00	0.0%	11,299.44	30,000.00	-18,700.56	37.67%
4430.00 · Maint - Contracts	0.00	0.00	0.00	0.0%	8,106.20	30,500.00	-22,393.80	26.58%
4430.01 · Maint - Non-Contract	0.00	0.00	0.00	0.0%	1,561.39	15,000.00	-13,438.61	10.41%
4430.03 · Maint - Truck Maint	0.00	0.00	0.00	0.0%	1,309.30	500.00	809.30	261.86%
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%	1,648.68	1,000.00	648.68	164.87%
4430.11 · Snow Removal	0.00	0.00	0.00	0.0%	912.00	1,000.00	-88.00	91.2%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4430.13 · Landscape and Grounds	0.00	0.00	0.00	0.0%	1,382.40	3,000.00	-1,617.60	46.08%
4430.15 · Electrical	0.00	0.00	0.00	0.0%	565.68	0.00	565.68	100.0%
4430.16 · Plumbing	0.00	0.00	0.00	0.0%	1,412.66	1,000.00	412.66	141.27%
4430.17 · Extermination	0.00	0.00	0.00	0.0%	430.00	3,000.00	-2,570.00	14.33%
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%	2,975.05	2,000.00	975.05	148.75%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	26,500.00	0.00	26,500.00	100.0%	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	0.00	0.00	0.00	0.0%	8,491.67	16,500.00	-8,008.33	51.47%
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%	24,887.80	24,500.00	387.80	101.58%
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%
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%
Total Expense	27,208.03	4,600.00	22,608.03	591.48%	258,580.22	576,739.08	-318,158.86	44.84%
Net Income/(Loss)	-21,948.03	7,865.00	-29,813.03	-279.06%	74,328.04	-231,859.22	306,187.26	-32.06%

Green Bay Housing Authority Budget vs. Actual Detail

	TOTAL			
	YTD	Budget	\$ Over Budget	% of Budget
Income				
2802.00 · Hud Contributions	473,836.00	333,838.67	139,997.33	1.42
3110.00 · Dwelling Rental	572,331.01	681,739.74	-109,408.73	0.84
3120.00 · Excess Utilities	4,484.00	4,597.33	-113.33	0.98
3510.00 · Management Fee Revenue	114,533.20	133,512.00	-18,978.80	0.86
3520.00 · Asset Management Rev	20,100.00	24,000.00	-3,900.00	0.84
3530.00 · BookKeeping Fee Rev	14,737.50	18,000.00	-3,262.50	0.82
3610.00 · Int Income	475.48	2,200.00	-1,724.52	0.22
3690.00 · Other Income - Tenants	5,645.00	6,173.33	-528.33	0.91
3690.01 · Other Income - Ins Dividends	20,285.19	4,742.04	15,543.15	4.28
3690.02 · Other Income	39,536.61	31,472.00	8,064.61	1.26
3690.03 · Cell Tower Rent	93,073.90	130,000.00	-36,926.10	0.72
9110.00 · Transfers In	0.00	0.00	0.00	0.00
Total Income	1,359,037.89	1,370,275.12	-11,237.23	99.18%
Expense				
4110.00 · Admin Salaries	161,608.66	253,500.00	-91,891.34	63.75%
4120.00 · Compensated Absences	0.00	1,000.00	-1,000.00	0.0%
4130.00 · Legal Expense	1,438.34	8,524.12	-7,085.78	16.87%
4130.01 · Investigations Expense	2,423.20	7,600.00	-5,176.80	31.88%
4140.00 · Staff Training	1,343.95	15,000.00	-13,656.05	8.96%
4150.00 · Travel	784.81	750.00	34.81	104.64%
4160.00 · Management Fee	111,943.36	133,512.00	-21,568.64	83.85%
4163.00 · BookKeeping Fee	14,407.20	18,000.00	-3,592.80	80.04%
4165.00 · Asset Management Fee	19,620.00	24,000.00	-4,380.00	81.75%
4171.00 · Auditing Fees	10,000.00	9,250.00	750.00	108.11%
4182.00 · Employee Benefits - Admin	65,062.31	102,700.00	-37,637.69	63.35%
4190.01 · Printing	1,751.30	3,517.08	-1,765.78	49.79%
4190.02 · Postage	1,780.00	2,290.00	-510.00	77.73%
4190.03 · Paper & Office Supplies	1,906.71	2,625.00	-718.29	72.64%
4190.04 · Publications	134.35	300.00	-165.65	44.78%
4190.05 · Membership Dues & Fees	309.00	500.00	-191.00	61.8%
4190.06 · Computer Support	24,211.77	25,750.00	-1,538.23	94.03%
4190.07 · Tele Fax & Comm	2,428.31	3,050.00	-621.69	79.62%
4190.08 · Marketing	1,315.07	8,300.00	-6,984.93	15.84%
4190.10 · Miscellaneous	21,497.28	19,500.00	1,997.28	110.24%
4220.00 · Ten Ser-Recr Etc	19.68	200.00	-180.32	9.84%
4220.01 · Ten Ser - Resident Part	2,845.02	4,100.00	-1,254.98	69.39%
4230.00 · Ten Ser-Contrs	33,873.45	26,800.00	7,073.45	126.39%
4310.00 · Water	66,205.66	64,500.00	1,705.66	102.64%
4320.00 · Electricity	50,363.93	64,500.00	-14,136.07	78.08%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.0%
4330.00 · Gas	29,784.23	31,000.00	-1,215.77	96.08%
4390.00 · Other Utilities	13,232.75	14,400.00	-1,167.25	91.89%
4410.00 · Maint - Labor	104,441.33	187,000.00	-82,558.67	55.85%
4420.00 · Maint - Supplies	25,057.07	68,100.00	-43,042.93	36.8%
4430.00 · Maint - Contracts	28,008.60	71,878.55	-43,869.95	38.97%
4430.01 · Maint - Non-Contract	10,599.69	20,500.00	-9,900.31	51.71%
4430.03 · Maint - Truck Maint	2,647.01	1,100.00	1,547.01	240.64%
4430.09 · Fire Protection - Maint	7,015.26	2,800.00	4,215.26	250.55%
4430.10 · Heating and Cooling	3,336.02	7,000.00	-3,663.98	47.66%
4430.11 · Snow Removal	2,720.21	7,500.00	-4,779.79	36.27%
4430.12 · Elevator Maintenance	10,010.00	10,500.00	-490.00	95.33%
4430.13 · Landscape and Grounds	4,527.32	4,000.00	527.32	113.18%
4430.15 · Electrical	565.68	0.00	565.68	100.0%
4430.16 · Plumbing	2,988.91	2,250.00	738.91	132.84%
4430.17 · Extermination	15,164.98	25,750.00	-10,585.02	58.89%
4430.18 · Appliances	0.00	2,000.00	-2,000.00	0.0%
4430.19 · Garbage & Trash Removal	8,705.65	7,000.00	1,705.65	124.37%
4430.25 · Unit Repair	0.00	0.00	0.00	0.0%
4432.00 · Extraordinary Maintenance	26,500.00	0.00	26,500.00	100.0%
4433.00 · Emp Ben Contr-ord maint	38,193.33	67,250.00	-29,056.67	56.79%
4480.00 · Protect Service	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	60,486.00	58,500.00	1,986.00	103.4%
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	788.51	1,025.00	-236.49	76.93%
4572.00 · Bad Debt - Tenant Rents	0.00	15,000.00	-15,000.00	0.0%
4590.00 · Other General	19,475.00	12,000.00	7,475.00	162.29%
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%
Total Expense	1,022,629.91	1,811,271.75	-788,641.84	56.46%
Net Income/(Loss)	336,407.98	-440,996.63	777,404.61	-76.28%

5 year Capital Funds Program Budget

2022

SS

Roofs / Gutters/ chimneys /vents	-
Siding	-
Cabinets/Counters/Vanities	-
Architecture & Engineering	-
Windows/Doors	-
Flooring	-
Garages/sheds/Fencing	-
Electrical rewiring /lighting	-
Concrete repair	-
stoops/stairs/decks/porches	-
water heaters	-
HVAC/furnaces	-
Plumbing work	-
Full unit rehab - interior	-
Full unit rehab - exterior	-

\$ -

MM

water heaters	20,000
Plumbing work	30,000
Concrete repair	50,000
Full Unit Rehab - Interior	20,000
Modernize/expand tub rooms	20,000
Roofing	50,000
Elevators replacement/upgrade	100,000
Refrigerators/Washers/Dryers	15,000
Remodel community room	1
Furnaces & HVAC	1
Drain work/resealing/Resurface/reline	
parking lots	20,000
Generator	20,000
Boilers	50,000
Electrical rewiring /lighting	20,000
Architecture & Engineering	5,000
Flooring	50,000
Windows/Doors	20,000
Smoke & CO Detectors	4,000

\$ 494,002

Admin

Admin	3,000
Tech Upgrades	3,000

\$ 6,000

\$ 500,002



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

May 2, 2022

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

Re: Monthly Report:

Ms. Valentine,

For the month of April 2022 there were **65** Green Bay Housing applications reviewed by Langan and Associates. They were:

0 Applications for Mason Manor.

65 Applications for Scattered Sites.

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

Respectfully submitted,

Ken Brodhagen

Ken Brodhagen, Investigator
Langan & Associates, Inc.

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

GREEN BAY HOUSING AUTHORITY
MAY 2022

			MASON MANOR VACANCIES (6 TOTAL)		
UNIT	MOVEOUT	BEDRM	NEW LEASE	MOVE OUT REASON	CURRENT STATUS OF UNIT
###	1/31/22	1	HOLD OPEN FOR RENOVATION	DECEASED	READY
###	2/09/22	1		MOVED OUT OF STATE	READY
###	2/11/22	1		TERM. OF LEASE	READY
###	4/13/2022	1		DECEASED	READY
###	4/15/2022	1		DECEASED	READY
###	4/18/2022	1		TERM. OF LEASE	READY
UPCOMING VACANCIES				APPLICATIONS INFO	
	MASON MANOR (0 TOTAL)			MM APPLICANTS:	TOTAL
	UNIT	STATUS		1 bedroom (50-BC; 21-non BC)	71
				2 bedroom (1-BC; 1-non BC)	2
OCCUPANY RATES			HUD		

MM			MM
May	98.68%		98.68%
June	99.34%		99.34%
July	100.00%		100.00%
August	98.03%		98.03%
Sept	100.00%		100.00%
Oct	100.00%		100.00%
Nov	98.68%		98.68%
Dec	98.03%		98.03%
Jan	99.34%		98.68%
Feb	98.03%		98.03%
Mar	98.03%		98.03%
Apr	98.03%		98.03%
TOTAL	98.85%		98.79%