



# **AGENDA OF THE GREEN BAY HOUSING AUTHORITY**

**THURSDAY, JUNE 23, 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 June 23, 2022, meeting of the Green Bay Housing Authority.

**D. Approval of Minutes.**

1. Approval of the minutes from the May 19, 2022, meeting of the Green Bay Housing Authority.

**E. Regular Business.**

1. Consideration with possible action on writing off delinquent tenant accounts effective June 30, 2022.
2. Consideration with possible action on approval of the Annual Civil Rights Certification, Resolution 2022-04.
3. Consideration with possible action on approval of GBHA operating budget and Budget Resolution 2022-03, for Fiscal Year Beginning July 1, 2022.

**F. Informational.**

1. GBHA Bills.

2. GBHA Financial Report.
3. Langan Report.
4. Director's Report.
5. Occupancy Report.
6. Date of next meeting: July 21, 2022.

**G. Adjournment.**

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT [www.greenbaywi.gov](http://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

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## Green Bay Housing Authority Zoom Meeting Information

### Join Zoom Meeting

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

**Meeting ID: 814 3499 9289**

**Passcode: 483400**

### One tap mobile

+13017158592,,81434999289# US (Washington DC)

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### Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

Meeting ID: 814 3499 9289

Find your local number: <https://us02web.zoom.us/j/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 12<sup>th</sup> 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, MAY 19, 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

Present: William VandeCastle-Chair, Stephen Srubas and Erin Edwards, Excused: Terri Refsguard-Vice Chair and Sandra Popp

## **C. APPROVAL OF THE AGENDA.**

I. Approval of the agenda for the May 19, 2022, meeting of the Green Bay Housing Authority.

Moved by William VandeCastle, seconded by Stephen Srubas to approve of the agenda for the May 19, 2022, meeting of the Green Bay Housing Authority. Motion carried.

Yes- William VandeCastle, Stephen Srubas and Erin Edwards, No- None, Abstain- None

## **D. APPROVAL OF MINUTES.**

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

Moved by Erin Edwards, seconded by Stephen Srubas to approve of the minutes from the April 21, 2022, meeting of the Green Bay Housing Authority. Motion carried.

Yes- William VandeCastle, Stephen Srubas and Erin Edwards, No- None, Abstain- None

## **E. PUBLIC HEARINGS.**

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

Moved by William VandeCastle to open the floor for discussion of the Public Hearing regarding the Capital Funding Projects for the Green Bay Housing Authority. Motion carried.

Yes- William VandeCastle, Stephen Srubas and Erin Edwards. None, No- None, Abstain- None.

Moved by Erin Edwards, seconded by Stephen Srubas to close the floor for discussion. Motion carried.

Yes- William VandeCastle, Stephen Srubas and Erin Edwards. No- None, Abstain- None

## **F. REGULAR BUSINESS.**

I. Consideration with possible action on Passbook Savings Rate.

Moved by William VandeCastle, seconded by Erin Edwards to approve of keeping the Passbook Savings Rate for the Green Bay Housing Authority at zero. Motion carried.

Yes- William VandeCastle, Stephen Srubas and Erin Edwards, No- None, Abstain- None

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

Moved by William VandeCastle, seconded by Erin Edwards to take no action at this time and bring item back to the June meeting when all board members are present.

Yes- William VandeCastle, Stephen Srubas and Erin Edwards, No- None, Abstain- None

## **G. INFORMATIONAL.**

I. GBHA Bills.

Stephanie Schmutzer presents the GBHA bills. No action needed.

2. GBHA Financial Report.

Stephanie Schmutzer presents the GBHA Financial Report. No action needed.

3. Langan Report.

Jayme Valentine presents the Langan Report. No action needed.

4. Director's Report.

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

5. Occupancy Report.

Jayme Valentine presents the Occupancy Report. No action needed.

6. Date of next meeting: June 16, 2022

## **H. ADJOURNMENT.**

Moved by Stephen Srubas, seconded by Erin Edwards to adjourn the Green Bay Housing Authority meeting. Motion carried.

Yes- William VandeCastle, Stephen Srubas and Erin Edwards, No- None, Abstain- None

Green Bay Housing Authority  
Tenant Write-offs

| Mason Manor | Address | Rent | Other Chrges | Amount      | Move Out Date | Approved |
|-------------|---------|------|--------------|-------------|---------------|----------|
|             |         |      | \$ 1.00      | \$ 1.00     | 1/11/2022     |          |
|             |         |      | \$ 1,196.00  | \$ 1,196.00 | 1/24/2022     |          |
|             |         |      |              | \$ -        |               |          |
|             |         |      |              | \$ -        |               |          |
|             |         |      |              | \$ -        |               |          |
|             |         |      |              | \$ -        |               |          |
|             |         |      |              | \$ -        |               |          |
|             |         |      |              | \$ -        |               |          |
|             |         | \$ - | \$ 1,197.00  | \$ 1,197.00 |               |          |

**Civil Rights Certification**  
**(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution #2022-04**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Green Bay Housing Authority

WI074

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, 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, 3802)

Name of Authorized Official William VandeCastle

Title Chair

Signature

Date



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

## MEETING DATE

June 23, 2022

## PREPARED BY

Stephanie Schmutzer, Staff

## AGENDA ITEM # E.3

Consideration with possible action on approval of GBHA operating budget and Budget Resolution 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 a new funding source. 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% <sup>AAA</sup> |
| 4190.10 · Miscellaneous                  | 28,752.20  | 18,196.52    | 15,000.00    | 15,000.00    | 0.00              | 0.0% <sup>A</sup>   |
| 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% <sup>AA</sup>  |
| 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    |                   |                     |

<sup>A</sup>City fees for services  
<sup>AA</sup> (CY title ins) Capital needs Assessment/ Consultant  
<sup>AAA</sup> 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 |        |
| Income                                   |              |              |              |                   |                     |        |
| 2802.00 - Hud Contributions              | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3110.00 - Dwelling Rental                | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3120.00 - Excess Utilities               | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3510.00 - Management Fee Revenue         | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3520.00 - Asset Management Rev           | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3530.00 - BookKeeping Fee Rev            | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3610.00 - Int Income                     | 671.50       | 0.00         | 750.00       | 75.00             | -90.0%              |        |
| 3690.00 - Other Income - Tenants         | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3690.01 - Other Income - Ins Dividends   | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 3690.02 - Other Income                   | 28,090.00    | 5,260.00     | 11,715.00    | 11,715.00         | 0.0%                |        |
| 3690.03 - Cell Tower Rent                | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| 9110.00 - Transfers In                   | 0.00         | 0.00         | 0.00         | 0.00              | 0.0%                |        |
| Total Income                             | 28,761.50    | 5,260.00     | 12,465.00    | 11,790.00         | -675.00             | -5.42% |
| Expense                                  |              |              |              |                   |                     |        |
| 4110.00 - Admin Salaries                 | 46.26        | 144.49       | 500.00       | 550.00            | 50.00               | 10.0%  |
| 4120.00 - Compensated Absences           | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4130.00 - Legal Expense                  | 0.00         | 0.00         | 0.00         | 0.00              | 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         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4150.00 - Travel                         | 0.00         | 0.00         | 0.00         | 0.00              | 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                  | 445.00       | 500.00       | 400.00       | 400.00            | 0.00                | 0.0%   |
| 4182.00 - Employee Benefits - Admin      | 11.32        | 63.54        | 200.00       | 250.00            | 50.00               | 25.0%  |
| 4190.01 - Printing                       | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4190.02 - Postage                        | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4190.03 - Paper & Office Supplies        | 0.00         | 0.00         | 0.00         | 0.00              | 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         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4190.06 - Computer Support               | 0.00         | 0.00         | 0.00         | 0.00              | 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%   |
| 4190.10 - Miscellaneous                  | 200.00       | 0.00         | 500.00       | 500.00            | 0.00                | 0.0%   |
| 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         | 0.00         | 0.00              | 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         | 0.00         | 0.00              | 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         | 26,500.00    | 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 | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4520.00 - PILOT                          | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4530.00 - Bank Fees                      | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 4572.00 - Bad Debt - Tenant Rents        | 0.00         | 0.00         | 0.00         | 0.00              | 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           | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| 9120.00 - Transfers Out                  | 0.00         | 0.00         | 0.00         | 0.00              | 0.00                | 0.0%   |
| Total Expense                            | 702.58       | 27,208.03    | 4,600.00     | 4,700.00          | 100.00              | 2.17%  |
| Net Income                               | 28,058.92    | -21,948.03   | 7,865.00     | 7,090.00          |                     |        |

**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: |
|---------------------------------|------------|-------|

**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

May 2022

| Type                   | Num         | Date              | Name                        | Memo                 | Account                      | Paid Amount |
|------------------------|-------------|-------------------|-----------------------------|----------------------|------------------------------|-------------|
| <b>Bill Pmt -Check</b> | <b>6671</b> | <b>05/04/2022</b> | <b>AMA HEATING</b>          | <b>1424 Admiral</b>  | <b>1111.01 · General ...</b> |             |
| Bill                   | F-100222    | 04/18/2022        |                             | boiler repair        | 4430.25 · Unit Repair        | -186.00     |
| TOTAL                  |             |                   |                             |                      |                              | -186.00     |
| <b>Bill Pmt -Check</b> | <b>6672</b> | <b>05/04/2022</b> | <b>AT&amp;T</b>             | <b>door system</b>   | <b>1111.01 · General ...</b> |             |
| Bill                   | 4/22/2022   | 04/22/2022        |                             | door system          | 4190.07 · Tele Fax...        | -76.71      |
|                        |             |                   |                             | door system          | 4190.07 · Tele Fax...        | -76.71      |
| TOTAL                  |             |                   |                             |                      |                              | -153.42     |
| <b>Bill Pmt -Check</b> | <b>6673</b> | <b>05/04/2022</b> | <b>BELLIN HOME HE...</b>    | <b>Comm outre...</b> | <b>1111.01 · General ...</b> |             |
| Bill                   | MB7929      | 04/12/2022        |                             | RN communi...        | 4230.00 · Ten Ser...         | -300.00     |
| TOTAL                  |             |                   |                             |                      |                              | -300.00     |
| <b>Bill Pmt -Check</b> | <b>6674</b> | <b>05/04/2022</b> | <b>CELLCOM</b>              | <b>cell bill</b>     | <b>1111.01 · General ...</b> |             |
| Bill                   | 4/15/2022   | 04/15/2022        |                             | cell bill            | 4190.07 · Tele Fax...        | -73.36      |
|                        |             |                   |                             | Cell bill            | 4190.07 · Tele Fax...        | -37.79      |
| TOTAL                  |             |                   |                             |                      |                              | -111.15     |
| <b>Bill Pmt -Check</b> | <b>6675</b> | <b>05/04/2022</b> | <b>CITY OF GREEN B...</b>   |                      | <b>1111.01 · General ...</b> |             |
| Bill                   | 970-12420   | 04/13/2022        |                             | lights & pull c...   | 4420.00 · Maint - S...       | -260.89     |
|                        |             |                   |                             | door gaurd/v...      | 4420.00 · Maint - S...       | -70.90      |
| Bill                   | 970-12420   | 04/13/2022        |                             | door bell            | 4420.00 · Maint - S...       | -21.98      |
| Bill                   | 970-12420   | 04/20/2022        |                             | drill bit & tog...   | 4420.00 · Maint - S...       | -19.80      |
| Bill                   | 970-12420   | 04/20/2022        |                             | spout/ elbow/...     | 4420.00 · Maint - S...       | -495.52     |
| Bill                   | 154353      | 04/20/2022        |                             | sanitation vio...    | 4430.19 · Garbage ...        | -114.00     |
| Bill                   | 154352      | 04/20/2022        |                             | sanitation vi...     | 4430.19 · Garbage ...        | -57.00      |
| Bill                   | 970-12422   | 04/30/2022        |                             | Wages                | 4110.00 · Admin Sa...        | -7,159.81   |
|                        |             |                   |                             | Benefits             | 4182.00 · Employe...         | -2,764.53   |
|                        |             |                   |                             | Wages                | 4410.00 · Maint - L...       | -9,051.65   |
|                        |             |                   |                             | Benefits             | 4433.00 · Emp Ben...         | -3,188.23   |
|                        |             |                   |                             | Wages                | 4110.00 · Admin Sa...        | -6,532.69   |
|                        |             |                   |                             | Benefits             | 4182.00 · Employe...         | -2,611.67   |
|                        |             |                   |                             | Wages                | 4410.00 · Maint - L...       | -3,289.23   |
|                        |             |                   |                             | Benefits             | 4433.00 · Emp Ben...         | -1,007.12   |
|                        |             |                   |                             | Wages                | 4110.00 · Admin Sa...        | -4,861.15   |
|                        |             |                   |                             | Benefits             | 4182.00 · Employe...         | -2,063.30   |
| TOTAL                  |             |                   |                             |                      |                              | -43,569.47  |
| <b>Bill Pmt -Check</b> | <b>6676</b> | <b>05/04/2022</b> | <b>Clean By Design L...</b> |                      | <b>1111.01 · General ...</b> |             |
| Bill                   | 1623        | 04/27/2022        |                             | Cleaning - 71...     | 4430.00 · Maint - C...       | -950.00     |
|                        |             |                   |                             | cleaning - 14...     | 4430.00 · Maint - C...       | -550.00     |
| Bill                   | 1622        | 04/27/2022        |                             | cleaning # 601       | 4430.00 · Maint - C...       | -360.00     |
|                        |             |                   |                             | cleaning #609        | 4430.00 · Maint - C...       | -250.00     |
| TOTAL                  |             |                   |                             |                      |                              | -2,110.00   |

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# Green Bay Housing Authority

## Check Detail

### May 2022

| Type                   | Num              | Date              | Name                     | Memo                 | Account                      | Paid Amount       |
|------------------------|------------------|-------------------|--------------------------|----------------------|------------------------------|-------------------|
| <b>Bill Pmt -Check</b> | <b>6677</b>      | <b>05/04/2022</b> | <b>GRAINGER</b>          |                      | <b>1111.01 · General ...</b> |                   |
| Bill                   | 9282538942       | 04/18/2022        |                          | drain opener...      | 4420.00 · Maint - S...       | -305.24           |
| Bill                   | 9281759432       | 04/18/2022        |                          | first aid kit/ b...  | 4420.00 · Maint - S...       | -112.77           |
| <b>TOTAL</b>           |                  |                   |                          |                      |                              | <b>-418.01</b>    |
| <b>Bill Pmt -Check</b> | <b>6678</b>      | <b>05/04/2022</b> | <b>GREEN BAY WAT...</b>  |                      | <b>1111.01 · General ...</b> |                   |
| Bill                   | 4/21/22-1882-05  | 04/21/2022        |                          | 886 Division         | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 886 Division         | 4310.00 · Water              | -329.82           |
| Bill                   | 4/24/22-2170-03  | 04/21/2022        |                          | 815 Dousman          | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 815 Dousman          | 4310.00 · Water              | -218.99           |
| Bill                   | 4/21/22-2375-04  | 04/21/2022        |                          | 1428 Dousman         | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 1428 Dousman         | 4310.00 · Water              | -161.80           |
| Bill                   | 4/25/22-4356-06  | 04/25/2022        |                          | 896 School           | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 896 School           | 4310.00 · Water              | -143.08           |
| Bill                   | 4/25/22-4089-05  | 04/25/2022        |                          | 835 Christiana       | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 835 Christiana       | 4310.00 · Water              | -479.40           |
| Bill                   | 4/25/22-4086-04  | 04/25/2022        |                          | 839 Christiana       | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 839 Christiana       | 4310.00 · Water              | -27.77            |
| Bill                   | 4/28/22-5399-04  | 04/28/2022        |                          | 323 N Ashland        | 4390.00 · Other Util...      | -125.00           |
|                        |                  |                   |                          | 323 N Ashland        | 4310.00 · Water              | -168.13           |
| Bill                   | 4/28/22-5574-03  | 04/28/2022        |                          | 409 N Maple          | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 409 N Maple          | 4310.00 · Water              | -235.06           |
| Bill                   | 4/28/22          | 04/28/2022        |                          | 415 N Maple          | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 415 N Maple          | 4310.00 · Water              | -54.90            |
| Bill                   | 4/28/22-5459-02  | 04/28/2022        |                          | 509 S Maple          | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 509 S Maple          | 4310.00 · Water              | -162.44           |
| Bill                   | 4/28/22-33210-01 | 04/28/2022        |                          | 510 N Chest...       | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 510 N Chest...       | 4310.00 · Water              | -209.35           |
| Bill                   | 4/28/22-5334-04  | 04/28/2022        |                          | 516 N Ashland        | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 516 N Ashland        | 4310.00 · Water              | -396.48           |
| Bill                   | 4/28/22-5524-04  | 04/28/2022        |                          | 522 N Maple          | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 522 N Maple          | 4310.00 · Water              | -203.03           |
| Bill                   | 4/28/22-5694-03  | 04/28/2022        |                          | 715 N Chest...       | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 715 N Chest...       | 4310.00 · Water              | -78.82            |
| Bill                   | 4/28/22-33149-01 | 04/28/2022        |                          | 816 N Maple          | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 816 N Maple          | 4310.00 · Water              | -146.52           |
| Bill                   | 4/28/22-5210-05  | 04/28/2022        |                          | 836 Cora             | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 836 Cora             | 4310.00 · Water              | -77.16            |
| Bill                   | 4/28/22-5706-05  | 04/28/2022        |                          | 913 N Chest...       | 4390.00 · Other Util...      | -63.65            |
|                        |                  |                   |                          | 913 N Chest...       | 4310.00 · Water              | -144.84           |
| Bill                   | 4/28/22-4665-01  | 04/28/2022        |                          | 1424 Admiral         | 4390.00 · Other Util...      | -374.10           |
|                        |                  |                   |                          | 1424 Admiral         | 4310.00 · Water              | -3,655.08         |
| <b>TOTAL</b>           |                  |                   |                          |                      |                              | <b>-8,410.17</b>  |
| <b>Bill Pmt -Check</b> | <b>6679</b>      | <b>05/04/2022</b> | <b>JACK'S MAINTEN...</b> | <b>1424 Admiral</b>  | <b>1111.01 · General ...</b> |                   |
| Bill                   | 3981             | 04/18/2022        |                          | window clean...      | 4430.00 · Maint - C...       | -11,206.40        |
| <b>TOTAL</b>           |                  |                   |                          |                      |                              | <b>-11,206.40</b> |
| <b>Bill Pmt -Check</b> | <b>6680</b>      | <b>05/04/2022</b> | <b>Jayne Valentine</b>   | <b>WAHA confe...</b> | <b>1111.01 · General ...</b> |                   |
| Bill                   | 4/22/22 WAHA     | 04/22/2022        |                          | WAHA confe...        | 4150.00 · Travel             | -56.28            |
|                        |                  |                   |                          | WAHA confe...        | 4150.00 · Travel             | -56.27            |
| <b>TOTAL</b>           |                  |                   |                          |                      |                              | <b>-112.55</b>    |

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# Green Bay Housing Authority

## Check Detail

### May 2022

| Type                   | Num                | Date              | Name                        | Memo                   | Account                      | Paid Amount |
|------------------------|--------------------|-------------------|-----------------------------|------------------------|------------------------------|-------------|
| <b>Bill Pmt -Check</b> | <b>6681</b>        | <b>05/04/2022</b> | <b>LANGAN INVESTI...</b>    | <b>professional...</b> | <b>1111.01 · General ...</b> |             |
| Bill                   | 4/1-4/30/22 ss     | 05/01/2022        |                             | professional ...       | 4130.01 · Investigat...      | -921.25     |
| TOTAL                  |                    |                   |                             |                        |                              | -921.25     |
| <b>Bill Pmt -Check</b> | <b>6682</b>        | <b>05/04/2022</b> | <b>Lindeman's Cleani...</b> |                        | <b>1111.01 · General ...</b> |             |
| Bill                   | 609586             | 04/13/2022        |                             | cleaning drap...       | 4430.01 · Maint - N...       | -65.48      |
| Bill                   | 609585             | 04/13/2022        |                             | cleaning drap...       | 4430.01 · Maint - N...       | -65.48      |
| TOTAL                  |                    |                   |                             |                        |                              | -130.96     |
| <b>Bill Pmt -Check</b> | <b>6683</b>        | <b>05/04/2022</b> | <b>NAN MCKAY</b>            | <b>ACOP updat...</b>   | <b>1111.01 · General ...</b> |             |
| Bill                   | INV268052          | 04/22/2022        |                             | ACOP updates           | 4190.05 · Members...         | -239.00     |
| TOTAL                  |                    |                   |                             |                        |                              | -239.00     |
| <b>Bill Pmt -Check</b> | <b>6684</b>        | <b>05/04/2022</b> | <b>One Service LLC</b>      |                        | <b>1111.01 · General ...</b> |             |
| Bill                   | 407                | 04/20/2022        |                             | bed bug treat...       | 4430.17 · Extermin...        | -300.00     |
| Bill                   | 410                | 04/28/2022        |                             | bed bug treat...       | 4430.17 · Extermin...        | -300.00     |
| TOTAL                  |                    |                   |                             |                        |                              | -600.00     |
| <b>Bill Pmt -Check</b> | <b>6685</b>        | <b>05/04/2022</b> | <b>TIME WARNER CA...</b>    | <b>1424 Admiral</b>    | <b>1111.01 · General ...</b> |             |
| Bill                   | 4/18/2022          | 04/18/2022        |                             | wifi                   | 4230.00 · Ten Ser...         | -89.99      |
| TOTAL                  |                    |                   |                             |                        |                              | -89.99      |
| <b>Bill Pmt -Check</b> | <b>6686</b>        | <b>05/04/2022</b> | <b>Twin Eagle Holdin...</b> | <b>1424 Admiral</b>    | <b>1111.01 · General ...</b> |             |
| Bill                   | 152082             | 04/11/2022        |                             | 1424 Admiral           | 4330.00 · Gas                | -4,391.84   |
| TOTAL                  |                    |                   |                             |                        |                              | -4,391.84   |
| <b>Bill Pmt -Check</b> | <b>6687</b>        | <b>05/04/2022</b> | <b>WISCONSIN PUBL...</b>    |                        | <b>1111.01 · General ...</b> |             |
| Bill                   | 4/28/22-2671-00223 | 04/28/2022        |                             | 839 Christiana         | 4320.00 · Electricity        | -56.15      |
|                        |                    |                   |                             | 839 Christiana         | 4330.00 · Gas                | -52.71      |
| Bill                   | 4/28/22-2671-00220 | 04/28/2022        |                             | 712 Bond               | 4320.00 · Electricity        | -50.70      |
|                        |                    |                   |                             | 712 Bond               | 4330.00 · Gas                | -77.50      |
| TOTAL                  |                    |                   |                             |                        |                              | -237.06     |
| <b>Bill Pmt -Check</b> | <b>6688</b>        | <b>05/18/2022</b> | <b>AMA HEATING</b>          | <b>1424 Admiral</b>    | <b>1111.01 · General ...</b> |             |
| Bill                   | F-100464           | 05/02/2022        |                             | Filters & Mai...       | 4430.01 · Maint - N...       | -626.37     |
| TOTAL                  |                    |                   |                             |                        |                              | -626.37     |

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# Green Bay Housing Authority

## Check Detail

### May 2022

| Type                   | Num              | Date              | Name                        | Memo                                             | Account                                                                   | Paid Amount                |
|------------------------|------------------|-------------------|-----------------------------|--------------------------------------------------|---------------------------------------------------------------------------|----------------------------|
| <b>Bill Pmt -Check</b> | <b>6689</b>      | <b>05/18/2022</b> | <b>CITY OF GREEN B...</b>   |                                                  | <b>1111.01 · General ...</b>                                              |                            |
| Bill                   | 970-12420        | 04/22/2022        |                             | Hibu<br>staff training ...<br>staff training ... | 4190.08 · Marketing<br>4140.00 · Staff Trai...<br>4140.00 · Staff Trai... | -20.00<br>-99.50<br>-99.50 |
| Bill                   | 970-12420        | 04/27/2022        |                             | osb<br>keys                                      | 4420.00 · Maint - S...<br>4420.00 · Maint - S...                          | -100.95<br>-7.47           |
| Bill                   | 970-12420        | 04/28/2022        |                             | door gasket/ ...                                 | 4420.00 · Maint - S...                                                    | -114.47                    |
| Bill                   | 970-12420        | 05/03/2022        |                             | blinds/light/w...                                | 4420.00 · Maint - S...                                                    | -64.94                     |
| Bill                   | 970-12420        | 05/04/2022        |                             | hardware                                         | 4420.00 · Maint - S...                                                    | -21.98                     |
|                        |                  |                   |                             | glue/posit-it n...                               | 4420.00 · Maint - S...                                                    | -100.31                    |
| Bill                   | 970-12420        | 05/04/2022        |                             | background c...                                  | 4130.01 · Investigat...                                                   | -14.99                     |
|                        |                  |                   |                             | background c...                                  | 4130.01 · Investigat...                                                   | -15.00                     |
|                        |                  |                   |                             | court filing fees                                | 4130.00 · Legal Ex...                                                     | -235.30                    |
| Bill                   | 154854           | 05/11/2022        |                             | mailings                                         | 4190.02 · Postage                                                         | -22.54                     |
| Bill                   | 154972           | 05/13/2022        |                             | 2 laptops                                        | 4430.25 · Unit Repair                                                     | -3,059.22                  |
| TOTAL                  |                  |                   |                             |                                                  |                                                                           | -3,976.17                  |
| <b>Bill Pmt -Check</b> | <b>6690</b>      | <b>05/18/2022</b> | <b>Clean By Design L...</b> | <b>323 N Ashland</b>                             | <b>1111.01 · General ...</b>                                              |                            |
| Bill                   | 1625             | 05/11/2022        |                             | cleaning - 32...                                 | 4430.00 · Maint - C...                                                    | -550.00                    |
| TOTAL                  |                  |                   |                             |                                                  |                                                                           | -550.00                    |
| <b>Bill Pmt -Check</b> | <b>6691</b>      | <b>05/18/2022</b> | <b>GRAINGER</b>             | <b>1424 Admiral</b>                              | <b>1111.01 · General ...</b>                                              |                            |
| Bill                   | 9299178518       | 05/03/2022        |                             | hvac units                                       | 4430.25 · Unit Repair                                                     | -1,239.99                  |
| TOTAL                  |                  |                   |                             |                                                  |                                                                           | -1,239.99                  |
| <b>Bill Pmt -Check</b> | <b>6692</b>      | <b>05/18/2022</b> | <b>GREEN BAY WAT...</b>     |                                                  | <b>1111.01 · General ...</b>                                              |                            |
| Bill                   | 5/12/22-10418-03 | 05/12/2022        |                             | 1008 Pine                                        | 4390.00 · Other Util...                                                   | -63.65                     |
|                        |                  |                   |                             | 1008 Pine                                        | 4310.00 · Water                                                           | -596.70                    |
| Bill                   | 5/12/22-10417-02 | 05/12/2022        |                             | 1014 Pine                                        | 4390.00 · Other Util...                                                   | -63.65                     |
|                        |                  |                   |                             | 1014 Pine                                        | 4310.00 · Water                                                           | -280.32                    |
| Bill                   | 5/12/22-10413-04 | 05/12/2022        |                             | 1100 Pine                                        | 4390.00 · Other Util...                                                   | -63.65                     |
|                        |                  |                   |                             | 1100 Pine                                        | 4310.00 · Water                                                           | -158.01                    |
| Bill                   | 5/12/22-11007-04 | 05/12/2022        |                             | 1341 Univeristy                                  | 4390.00 · Other Util...                                                   | -63.65                     |
|                        |                  |                   |                             | 1341 Univeristy                                  | 4310.00 · Water                                                           | -530.72                    |
| Bill                   | 5/12/22-3067-01  | 05/12/2022        |                             | 1404 University                                  | 4390.00 · Other Util...                                                   | -63.65                     |
|                        |                  |                   |                             | 1404 University                                  | 4310.00 · Water                                                           | -269.79                    |
| Bill                   | 5/12/22-33071-01 | 05/12/2022        |                             | 1444 University                                  | 4390.00 · Other Util...                                                   | -63.65                     |
|                        |                  |                   |                             | 1444 University                                  | 4310.00 · Water                                                           | -24.76                     |
| TOTAL                  |                  |                   |                             |                                                  |                                                                           | -2,242.20                  |
| <b>Bill Pmt -Check</b> | <b>6693</b>      | <b>05/18/2022</b> | <b>Ka Vang</b>              | <b>tenant servi...</b>                           | <b>1111.01 · General ...</b>                                              |                            |
| Bill                   | 5/11/2022        | 05/11/2022        |                             | tenant services                                  | 4220.00 · Ten Ser...                                                      | -42.20                     |
| TOTAL                  |                  |                   |                             |                                                  |                                                                           | -42.20                     |
| <b>Bill Pmt -Check</b> | <b>6694</b>      | <b>05/18/2022</b> | <b>KONE INC</b>             | <b>1424 Admiral</b>                              | <b>1111.01 · General ...</b>                                              |                            |
| Bill                   | 962203400        | 05/01/2022        |                             | elevator main...                                 | 4430.12 · Elevator ...                                                    | -910.00                    |
| TOTAL                  |                  |                   |                             |                                                  |                                                                           | -910.00                    |

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# Green Bay Housing Authority

## Check Detail

### May 2022

| Type                   | Num                 | Date              | Name                              | Memo                  | Account                      | Paid Amount |
|------------------------|---------------------|-------------------|-----------------------------------|-----------------------|------------------------------|-------------|
| <b>Bill Pmt -Check</b> | <b>6695</b>         | <b>05/18/2022</b> | <b>MARTIN SECURIT...</b>          | <b>1424 Admiral</b>   | <b>1111.01 · General ...</b> |             |
| Bill                   | 2535374             | 05/11/2022        |                                   | security cam...       | 4430.25 · Unit Repair        | -1,195.25   |
| TOTAL                  |                     |                   |                                   |                       |                              | -1,195.25   |
| <b>Bill Pmt -Check</b> | <b>6696</b>         | <b>05/18/2022</b> | <b>NORTHERN META...</b>           | <b>1424 Admiral</b>   | <b>1111.01 · General ...</b> |             |
| Bill                   | 0068460-IN          | 05/13/2022        |                                   | roof repair           | 4430.25 · Unit Repair        | -377.65     |
| TOTAL                  |                     |                   |                                   |                       |                              | -377.65     |
| <b>Bill Pmt -Check</b> | <b>6697</b>         | <b>05/18/2022</b> | <b>One Service LLC</b>            | <b>1428 Dousm...</b>  | <b>1111.01 · General ...</b> |             |
| Bill                   | 414                 | 05/02/2022        |                                   | wasp/hornets          | 4430.17 · Extermin...        | -80.00      |
| TOTAL                  |                     |                   |                                   |                       |                              | -80.00      |
| <b>Bill Pmt -Check</b> | <b>6698</b>         | <b>05/18/2022</b> | <b>Patrick A. Zelzer &amp;...</b> |                       | <b>1111.01 · General ...</b> |             |
| Bill                   | ZEL-2022001053      | 05/03/2022        |                                   | Paper servic...       | 4130.00 · Legal Ex...        | -75.00      |
| Bill                   | ZEL-2022001044      | 05/06/2022        |                                   | Paper servic...       | 4130.00 · Legal Ex...        | -25.00      |
| Bill                   | ZEL-2022001045      | 05/06/2022        |                                   | Paper servic...       | 4130.00 · Legal Ex...        | -75.00      |
| TOTAL                  |                     |                   |                                   |                       |                              | -175.00     |
| <b>Bill Pmt -Check</b> | <b>6699</b>         | <b>05/18/2022</b> | <b>SCOTT WARNER ...</b>           | <b>1440 Univer...</b> | <b>1111.01 · General ...</b> |             |
| Bill                   | 152                 | 05/15/2022        |                                   | window repair         | 4430.00 · Maint - C...       | -175.00     |
| TOTAL                  |                     |                   |                                   |                       |                              | -175.00     |
| <b>Bill Pmt -Check</b> | <b>6700</b>         | <b>05/18/2022</b> | <b>TIME WARNER CA...</b>          | <b>1424 Admiral</b>   | <b>1111.01 · General ...</b> |             |
| Bill                   | 0366595050122       | 05/01/2022        |                                   | cable                 | 4230.00 · Ten Ser...         | -3,170.63   |
| TOTAL                  |                     |                   |                                   |                       |                              | -3,170.63   |
| <b>Bill Pmt -Check</b> | <b>6701</b>         | <b>05/18/2022</b> | <b>Twin Eagle Holdin...</b>       | <b>1424 Admiral</b>   | <b>1111.01 · General ...</b> |             |
| Bill                   | 152905              | 05/13/2022        |                                   | 1424 Admiral          | 4330.00 · Gas                | -3,360.92   |
| TOTAL                  |                     |                   |                                   |                       |                              | -3,360.92   |
| <b>Bill Pmt -Check</b> | <b>6702</b>         | <b>05/18/2022</b> | <b>WISCONSIN PUBL...</b>          |                       | <b>1111.01 · General ...</b> |             |
| Bill                   | 4/28/22-2671-002... | 04/28/2022        |                                   | 323 N Ashlan...       | 4320.00 · Electricity        | -30.00      |
|                        |                     |                   |                                   | 323 N Ashlan...       | 4330.00 · Gas                | -30.74      |
| Bill                   | 5/2/22-2671-00036   | 05/02/2022        |                                   | 1424 Admiral          | 4320.00 · Electricity        | -490.66     |
| Bill                   | 5/2/22-2671-00002   | 05/02/2022        |                                   | 1424 Admiral          | 4320.00 · Electricity        | -4,045.29   |
| Bill                   | 5/4/22-2671-00223   | 05/04/2022        |                                   | 839 Christiana        | 4320.00 · Electricity        | -17.31      |
|                        |                     |                   |                                   | 839 Christiana        | 4330.00 · Gas                | -11.07      |
| Bill                   | 5/12/22-2671-00009  | 05/12/2022        |                                   | 1125 Univeristy       | 4320.00 · Electricity        | -34.05      |
|                        |                     |                   |                                   | 1125 Univeristy       | 4330.00 · Gas                | -48.57      |
| TOTAL                  |                     |                   |                                   |                       |                              | -4,707.69   |

# Green Bay Housing Authority

## Budget vs. Actual

### Summary

May-22

|               | COCC       |            | Mason Manor |              | RevBonds   |           | ScSite     |             | TOTAL        |              |
|---------------|------------|------------|-------------|--------------|------------|-----------|------------|-------------|--------------|--------------|
|               | YTD        | Budget     | YTD         | Budget       | YTD        | Budget    | YTD        | Budget      | YTD          | Budget       |
| Total Income  | 164,059.23 | 175,727.00 | 916,026.92  | 837,203.25   | 5,260.00   | 12,465.00 | 341,962.26 | 344,879.86  | 1,427,308.41 | 1,370,275.12 |
| Total Expense | 113,807.88 | 156,425.00 | 680,743.22  | 1,073,507.67 | 27,208.03  | 4,600.00  | 273,099.62 | 576,739.08  | 1,094,858.75 | 1,811,271.75 |
| Net Income    | 50,251.35  | 19,302.00  | 235,283.70  | -236,304.41  | -21,948.03 | 7,865.00  | 68,862.64  | -231,859.22 | 332,449.66   | -440,996.63  |

### Reserve Spreadsheet

|                                               | MM        | SS      |
|-----------------------------------------------|-----------|---------|
| 2021 Audited Report                           | 560,382   | 329,326 |
| YTD Net Income/(loss)<br>Without Depreciation | 235,284   | 68,863  |
| Committed Funds                               | (150,000) | -       |
| Remaining Projects                            | -         | -       |
| Subtotal                                      | 645,666   | 398,189 |
| Transfer                                      | -         | -       |
| Projected Reserve                             | 645,666   | 398,189 |
| 6 Month Expenses                              | 476,400   | 249,648 |
| Excess/shortfall                              | 169,266   | 148,541 |
|                                               | ☺         | ☺       |

# Green Bay Housing Authority Budget vs. Actual Detail

|                                          | COCC              |                   |                   |                | Mason Manor       |                     |                    |                |
|------------------------------------------|-------------------|-------------------|-------------------|----------------|-------------------|---------------------|--------------------|----------------|
|                                          | YTD               | Budget            | \$ Over Budget    | % of Budget    | YTD               | Budget              | \$ Over Budget     | % of Budget    |
| <b>Income</b>                            |                   |                   |                   |                |                   |                     |                    |                |
| 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%           | 466,741.14        | 505,397.21          | -38,656.07         | 92.35%         |
| 3120.00 · Excess Utilities               | 0.00              | 0.00              | 0.00              | 0.0%           | 5,004.00          | 4,597.33            | 406.67             | 108.85%        |
| 3510.00 · Management Fee Revenue         | 125,598.88        | 133,512.00        | 129,864.00        | 94.07%         | 0.00              | 0.00                | 0.00               | 0.0%           |
| 3520.00 · Asset Management Rev           | 22,110.00         | 24,000.00         | 24,000.00         | 92.13%         | 0.00              | 0.00                | 0.00               | 0.0%           |
| 3530.00 · BookKeeping Fee Rev            | 16,147.50         | 18,000.00         | 18,000.00         | 89.71%         | 0.00              | 0.00                | 0.00               | 0.0%           |
| 3610.00 · Int Income                     | 0.00              | 200.00            | 2,500.00          | 0.0%           | 496.58            | 750.00              | -253.42            | 66.21%         |
| 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%           | 19,651.78         | 11,057.00           | 8,594.78           | 177.73%        |
| 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%           |
| <b>Total Income</b>                      | <b>164,059.23</b> | <b>175,727.00</b> | <b>-11,667.77</b> | <b>93.36%</b>  | <b>916,026.92</b> | <b>837,203.25</b>   | <b>78,823.67</b>   | <b>109.42%</b> |
| <b>Expense</b>                           |                   |                   |                   |                |                   |                     |                    |                |
| 4110.00 · Admin Salaries                 | 48,727.81         | 70,000.00         | -21,272.19        | 69.61%         | 74,540.06         | 108,500.00          | -33,959.94         | 68.7%          |
| 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%           | 1,276.16          | 2,600.00            | -1,323.84          | 49.08%         |
| 4140.00 · Staff Training                 | 89.91             | 7,000.00          | -6,910.09         | 1.28%          | 726.52            | 4,000.00            | -3,273.48          | 18.16%         |
| 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%           | 96,142.48         | 101,469.12          | -5,326.64          | 94.75%         |
| 4163.00 · BookKeeping Fee                | 0.00              | 0.00              | 0.00              | 0.0%           | 12,359.70         | 13,680.00           | -1,320.30          | 90.35%         |
| 4165.00 · Asset Management Fee           | 0.00              | 0.00              | 0.00              | 0.0%           | 16,830.00         | 18,240.00           | -1,410.00          | 92.27%         |
| 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      | 20,512.56         | 30,000.00         | -9,487.44         | 68.38%         | 29,018.90         | 43,500.00           | -14,481.10         | 66.71%         |
| 4190.01 · Printing                       | 200.00            | 300.00            | -100.00           | 66.67%         | 919.88            | 1,850.00            | -930.12            | 49.72%         |
| 4190.02 · Postage                        | 157.64            | 300.00            | -142.36           | 52.55%         | 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%           | 1,536.74          | 1,850.00            | -313.26            | 83.07%         |
| 4190.08 · Marketing                      | 0.00              | 3,000.00          | -3,000.00         | 0.0%           | 1,335.07          | 2,300.00            | -964.93            | 58.05%         |
| 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%           | 76.98             | 200.00              | -123.02            | 38.49%         |
| 4220.01 · Ten Ser - Resident Part        | 0.00              | 0.00              | 0.00              | 0.0%           | 3,047.27          | 2,900.00            | 147.27             | 105.08%        |
| 4230.00 · Ten Ser-Contrs                 | 0.00              | 0.00              | 0.00              | 0.0%           | 37,384.07         | 26,800.00           | 10,584.07          | 139.49%        |
| 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%           | 53,714.96         | 61,000.00           | -7,285.04          | 88.06%         |
| 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%           | 31,284.74         | 28,500.00           | 2,784.74           | 109.77%        |
| 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%           | 91,075.70         | 140,500.00          | -49,424.30         | 64.82%         |
| 4420.00 · Maint - Supplies               | 0.00              | 100.00            | -100.00           | 0.0%           | 15,597.13         | 38,000.00           | -22,402.87         | 41.05%         |
| 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%           | 9,664.67          | 5,500.00            | 4,164.67           | 175.72%        |
| 4430.03 · Maint - Truck Maint            | 0.00              | 100.00            | -100.00           | 0.0%           | 1,425.43          | 500.00              | 925.43             | 285.09%        |
| 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%           | 10,920.00         | 10,500.00           | 420.00             | 104.0%         |
| 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%           | 15,104.98         | 22,750.00           | -7,645.02          | 66.4%          |
| 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%           | 33,064.73         | 50,750.00           | -17,685.27         | 65.15%         |
| 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                      | 873.32            | 1,025.00          | -151.68           | 85.2%          | 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%           |
| <b>Total Expense</b>                     | <b>113,807.88</b> | <b>156,425.00</b> | <b>-42,617.12</b> | <b>72.76%</b>  | <b>680,743.22</b> | <b>1,073,507.67</b> | <b>-392,764.45</b> | <b>63.41%</b>  |
| <b>Net Income/(Loss)</b>                 | <b>50,251.35</b>  | <b>19,302.00</b>  | <b>30,949.35</b>  | <b>260.34%</b> | <b>235,283.70</b> | <b>-236,304.41</b>  | <b>471,588.11</b>  | <b>-99.57%</b> |

# Green Bay Housing Authority Budget vs. Actual Detail

|                                          | RevBonds          |                  |                   |                 | ScSite            |                    |                    |               |
|------------------------------------------|-------------------|------------------|-------------------|-----------------|-------------------|--------------------|--------------------|---------------|
|                                          | YTD               | Budget           | \$ Over Budget    | % of Budget     | YTD               | Budget             | \$ Over Budget     | % of Budget   |
| <b>Income</b>                            |                   |                  |                   |                 |                   |                    |                    |               |
| 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%            | 156,785.87        | 176,342.53         | -19,556.66         | 88.91%        |
| 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%          |
| <b>Total Income</b>                      | <b>5,260.00</b>   | <b>12,465.00</b> | <b>-7,205.00</b>  | <b>42.2%</b>    | <b>341,962.26</b> | <b>344,879.86</b>  | <b>-2,917.60</b>   | <b>99.15%</b> |
| <b>Expense</b>                           |                   |                  |                   |                 |                   |                    |                    |               |
| 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%            | 1,189.89          | 1,024.12           | 165.77             | 116.19%       |
| 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%            | 726.52            | 4,000.00           | -3,273.48          | 18.16%        |
| 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%            | 34,492.91         | 27,000.00          | 7,492.91           | 127.75%       |
| 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%            | 9,054.00          | 0.00               | 9,054.00           | 100.0%        |
| 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%            | 10,595.13         | 10,000.00          | 595.13             | 105.95%       |
| 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%            | 11,306.91         | 30,000.00          | -18,693.09         | 37.69%        |
| 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%            | 510.00            | 3,000.00           | -2,490.00          | 17.0%         |
| 4430.18 · Appliances                     | 0.00              | 0.00             | 0.00              | 0.0%            | 0.00              | 2,000.00           | -2,000.00          | 0.0%          |
| 4430.19 · Garbage & Trash Removal        | 0.00              | 0.00             | 0.00              | 0.0%            | 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%          |
| <b>Total Expense</b>                     | <b>27,208.03</b>  | <b>4,600.00</b>  | <b>22,608.03</b>  | <b>591.48%</b>  | <b>273,099.62</b> | <b>576,739.08</b>  | <b>-303,639.46</b> | <b>47.35%</b> |
| <b>Net Income/(Loss)</b>                 | <b>-21,948.03</b> | <b>7,865.00</b>  | <b>-29,813.03</b> | <b>-279.06%</b> | <b>68,862.64</b>  | <b>-231,859.22</b> | <b>300,721.86</b>  | <b>-29.7%</b> |

# Green Bay Housing Authority Budget vs. Actual Detail

|                                          | TOTAL               |                     |                    |                |
|------------------------------------------|---------------------|---------------------|--------------------|----------------|
|                                          | YTD                 | Budget              | \$ Over Budget     | % of Budget    |
| <b>Income</b>                            |                     |                     |                    |                |
| 2802.00 · Hud Contributions              | 473,836.00          | 333,838.67          | 139,997.33         | 1.42           |
| 3110.00 · Dwelling Rental                | 623,527.01          | 681,739.74          | -58,212.73         | 0.91           |
| 3120.00 · Excess Utilities               | 5,004.00            | 4,597.33            | 406.67             | 1.09           |
| 3510.00 · Management Fee Revenue         | 125,598.88          | 133,512.00          | -7,913.12          | 0.94           |
| 3520.00 · Asset Management Rev           | 22,110.00           | 24,000.00           | -1,890.00          | 0.92           |
| 3530.00 · BookKeeping Fee Rev            | 16,147.50           | 18,000.00           | -1,852.50          | 0.90           |
| 3610.00 · Int Income                     | 496.58              | 2,200.00            | -1,703.42          | 0.23           |
| 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                   | 41,584.35           | 31,472.00           | 10,112.35          | 1.32           |
| 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           |
| <b>Total Income</b>                      | <b>1,427,308.41</b> | <b>1,370,275.12</b> | <b>57,033.29</b>   | <b>104.16%</b> |
| <b>Expense</b>                           |                     |                     |                    |                |
| 4110.00 · Admin Salaries                 | 174,107.71          | 253,500.00          | -79,392.29         | 68.68%         |
| 4120.00 · Compensated Absences           | 0.00                | 1,000.00            | -1,000.00          | 0.0%           |
| 4130.00 · Legal Expense                  | 1,613.34            | 8,524.12            | -6,910.78          | 18.93%         |
| 4130.01 · Investigations Expense         | 2,438.19            | 7,600.00            | -5,161.81          | 32.08%         |
| 4140.00 · Staff Training                 | 1,542.95            | 15,000.00           | -13,457.05         | 10.29%         |
| 4150.00 · Travel                         | 784.81              | 750.00              | 34.81              | 104.64%        |
| 4160.00 · Management Fee                 | 120,536.92          | 133,512.00          | -12,975.08         | 90.28%         |
| 4163.00 · BookKeeping Fee                | 15,502.20           | 18,000.00           | -2,497.80          | 86.12%         |
| 4165.00 · Asset Management Fee           | 21,150.00           | 24,000.00           | -2,850.00          | 88.13%         |
| 4171.00 · Auditing Fees                  | 10,000.00           | 9,250.00            | 750.00             | 108.11%        |
| 4182.00 · Employee Benefits - Admin      | 70,109.76           | 102,700.00          | -32,590.24         | 68.27%         |
| 4190.01 · Printing                       | 1,832.43            | 3,517.08            | -1,684.65          | 52.1%          |
| 4190.02 · Postage                        | 1,802.54            | 2,290.00            | -487.46            | 78.71%         |
| 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                | 2,526.14            | 3,050.00            | -523.86            | 82.82%         |
| 4190.08 · Marketing                      | 1,335.07            | 8,300.00            | -6,964.93          | 16.09%         |
| 4190.10 · Miscellaneous                  | 21,497.28           | 19,500.00           | 1,997.28           | 110.24%        |
| 4220.00 · Ten Ser-Recr Etc               | 76.98               | 200.00              | -123.02            | 38.49%         |
| 4220.01 · Ten Ser - Resident Part        | 3,047.27            | 4,100.00            | -1,052.73          | 74.32%         |
| 4230.00 · Ten Ser-Contrs                 | 37,384.07           | 26,800.00           | 10,584.07          | 139.49%        |
| 4310.00 · Water                          | 69,794.16           | 64,500.00           | 5,294.16           | 108.21%        |
| 4320.00 · Electricity                    | 54,899.88           | 64,500.00           | -9,600.12          | 85.12%         |
| 4320.01 · Utility Reimbursements         | 9,054.00            | 0.00                | 9,054.00           | 100.0%         |
| 4330.00 · Gas                            | 33,145.15           | 31,000.00           | 2,145.15           | 106.92%        |
| 4390.00 · Other Utilities                | 14,747.68           | 14,400.00           | 347.68             | 102.41%        |
| 4410.00 · Maint - Labor                  | 114,101.21          | 187,000.00          | -72,898.79         | 61.02%         |
| 4420.00 · Maint - Supplies               | 26,904.04           | 68,100.00           | -41,195.96         | 39.51%         |
| 4430.00 · Maint - Contracts              | 28,008.60           | 71,878.55           | -43,869.95         | 38.97%         |
| 4430.01 · Maint - Non-Contract           | 11,226.06           | 20,500.00           | -9,273.94          | 54.76%         |
| 4430.03 · Maint - Truck Maint            | 2,734.73            | 1,100.00            | 1,634.73           | 248.61%        |
| 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           | 10,920.00           | 10,500.00           | 420.00             | 104.0%         |
| 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                  | 15,614.98           | 25,750.00           | -10,135.02         | 60.64%         |
| 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        | 41,556.40           | 67,250.00           | -25,693.60         | 61.79%         |
| 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                      | 873.32              | 1,025.00            | -151.68            | 85.2%          |
| 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%           |
| <b>Total Expense</b>                     | <b>1,094,858.75</b> | <b>1,811,271.75</b> | <b>-716,413.00</b> | <b>60.45%</b>  |
| <b>Net Income/(Loss)</b>                 | <b>332,449.66</b>   | <b>-440,996.63</b>  | <b>773,446.29</b>  | <b>-75.39%</b> |



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June 1, 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 May 2022 there were **2** Green Bay Housing applications reviewed by Langan and Associates. They were:

- 0** Applications for Mason Manor.
- 2** 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  
JUNE 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<br>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      |
|--------|---------|--|---------|
| 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%  |
| May    | 96.05%  |  | 96.05%  |
| TOTAL  | 98.63%  |  | 98.57%  |