



MINUTES OF GBHA PROPERTIES I, INC.

**THURSDAY, JUNE 23, 2022, 10:30 AM
IMMEDIATELY FOLLOWING GREEN BAY HOUSING
AUTHORITY MEETING.**

Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

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

B. ROLL CALL.

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

Meeting started at 11:04AM

Present: William VandeCastle-Chair, Stephen Srubas, Erin Edwards, Sandra Popp, Absent: None,

Excused: Terri Refsguard-Vice Chair

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the June 23, 2022, meeting of GBHA Properties I, Inc.

Moved by Sandra Popp, seconded by Stephen Srubas to approve the agenda for the June 23, 2022 meeting of GBHA Properties I, Inc. Motion carried. Yes: William VandeCastle, Sandra Popp, Stephen Srubas, Erin Edwards, No: None, Abstain: None

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the May 19, 2022, meeting of GBHA Properties I, Inc.

Moved by William VandeCastle, seconded by Erin Edwards to approve the minutes from the May 19, 2022 meeting of GBHA Properties I, Inc. Motion carried. Yes: William VandeCastle, Stephen Srubas, Erin Edwards, Sandra Popp, No: None, Abstain: None

E. REGULAR BUSINESS.

I. Consideration with possible action on approval of GBHA Properties I, Inc. operating budget for Fiscal Year beginning July 1, 2022.

Moved by William VandeCastle, seconded by Erin Edwards to approve GBHA Properties I, Inc. operating budget for fiscal year beginning July 1, 2022. Motion carried. Yes:William VandeCastle, Erin Edwards, Stephen Srubas, Sandra Popp, No:None, Abstain:None

F. INFORMATIONAL.

G. ADJOURNMENT.

Moved by Stephen Srubas, seconded Sandra Popp to adjourn the meeting of GBHA Properties I, Inc. Motion carried. Yes:William VandeCastle, Erin Edwards, Stephen Srubas, Sandra Popp, No:None, Abstain:None

Meeting adjourned at 11:17AM

H. VERBATIM MINUTES.

All right, so now somebody gets Sandy the other link.

- I already--

- Yeah, so I'm gonna go, I'm gonna try the links that Jess sent me and nope. It gives me the same thing.

- Sandy, the second email I sent you has the properties agenda.

- Oh, sorry. I didn't look that you saw a second. I apologize. I just went into Jess's second email for yeah. I will do that, thank you.

- Okay, everybody ready?

- Yep.

- Before we get going, Stephanie, I saw your email about you were having trouble yet getting that tax ID number for GBHA properties. Did you ever get that worked out?

- You're muted.

- You're muted?

- No, I was hoping to talk to you after the the meeting on that.

- Okay. I that's what I was asking. So I will stick around and we'll chat.

- Thank you.

- Right, so are we ready to start? Looks like we have a quorum, so and roll call. So move on to item number one, approval of the agenda for the June 23rd, 2022 meeting of GBHA Properties One, Incorporated. Is there a motion to approve?

- I'll make it.

- No, hey, wait, wait. On the Civic Clerk, did you guys seen an agenda?

- Yep, I just pulled it up.

- Oh, that's weird. I click on it and it shows me no, nothings.

- I went to packet.

- Oh, you hit the button up at the top. Okay, sorry, nevermind, sorry. It just wasn't in the...

- Well, I'm glad I'm not the only one befuddled today.

- Lots of befuddlement going on here.

- I'ma approve this.

- I made a motion. You can second.

- All right, so you have a motion and a second to approve the agenda. Any additions or corrections? Hearing none. All in favor, signify by saying aye.

- [Group] Aye. Any opposed? Motion carries. The agenda is approved. Moving on to item D, approval of the minutes from the May 19th, 2022 meeting of GBHA Properties One Incorporated. That's in your packet for the meeting. Any additions, corrections or modifications to those minutes? If not, I'll entertain a motion to approve.

- I'll second that.

- All right, I'll make a motion.

- I'll make a motion, I'll second.

- I've got a motion. We've got a second. All in favor, signified by saying aye.

- [Group] Aye.

- Aye.

- Any opposed? Motion carries. All right, now we move on to regular business. Consideration with possible action and approval of GBHA Properties One, Inc., operating budget for the one 2022, and that is in our packet. Get to it here.

- Yeah, Jayme, you had sent me all that stuff out originally in that link. I just didn't go past the how to make a zoom call. So I apologize for my confusion in the beginning.
- I have a, Steph before you jump in, I have a dumb question. How do we have a percentage of budget changed? Isn't this our first one?
- I used what we had originally set for our scattered sites using GBHA's information.
- Okay.
- So that way you had a comparison of what we'd always done in the past as to what we're doing now.
- Okay, that, that makes sense. I was, yep.
- Otherwise everything would be a hundred percent increased.
- Right, right, I mean like . I mean, that's kind of math I could do .
- 'Cause if you do look on the first column, it says GBHA's 2020... That the year budget is wrong. It should say 21, 22 budget, but that's GBHA's budget.
- Okay.
- So I was just gonna draw on, so yeah. I did specify which pieces went with which. Are we ready?
- Yeah, please. Sorry, thank you.
- All right. So the major change is that now Properties One has scattered sites. At the rental income, we should have an increase about \$276,000 overall, if all our units are rented every month, all year long, and in conjunction--
- Wait, wait, wait, 276,000 annually? Not every month?
- Annually, that's an increase.
- Okay.
- A \$276,000 increase as to what we had originally had with our GBHA scattered sites.
- Right, not every month, every year.
- Yes, every, sorry.
- Cool.
- And then also--
- Can I quickly ask where that comes from? Is that just comes from increased rent?

- Yes, because we can, with GBHA, we were... they take the cost of what it would be for each unit. And then we only get a percentage of that. So we were already running short money for what we get for operating subsidy. But with the properties being that we're technically not a government entity. We are a landlord. They can't not pay a landlord they're full rents. So we get 100% of the rents we should get.

- Okay.

- We're not charging more rent. The tenants' rents have stayed the same Sandy, but we just get the bigger increase from that 30% to the--

- And that was the reason for doing this, okay yep. Thank you.

- And then also on that, our non-contract maintenance decreased by about, by a little over \$18,000. And what that was is when we had our maintenance help from outside sources, because we were having problems finding staff that's where that money went to. So we're just letting you know that hopefully we'll save about \$18,000 this year because we have staff, and they're all happy and not leaving hopefully. Then also we are looking at decreasing our water and sewer costs 15,000 because we did move all of our single family homes to the tenant pays for that. They get a subsidy from ICS to help cover those costs, but they are in charge of those utilities then. So we don't have to front the bill for that.

- Oh.

- And then we are increasing about \$6,000. We're gonna try to get a lease for a vehicle. I don't know what kind of vehicle. Jayme, if you could chime in. You're muted.

- Still muted.

- Still muted Jayme.

- Let's try this again. Like one of the trucks that like the city inspectors have, like a bigger cab, more comfortable.

- So you could, you would--

- Handle more things.

- Lease it? Who would you lease it from? You would just lease it from wherever the city does the leases from, or you'd lease it from the city?

- The city has a, the city is leasing privately for vehicles right now. So we'd go under that contract with the city.

- Okay.

- But yeah, our, you know, our maintenance guys for scattered sites are driving around a lot. They just

need a better vehicle to haul the whatever, toilets--

- Sure.

- All that fun stuff that they need to.

- Yeah, truck stuff.

- Truck stuff.

- Has, this came up at our Water Commission Meeting earlier this week. Has any thought been given, you know, with doing this through the city, whether they're gonna go to electric vehicles?

- Mm. I don't know. I'd have to check with Diana in Finance to see if they're exploring that.

- Okay.

- It'd be nice. I mean, I think there's probably more of an upfront cost, but yeah. I bet there's a lot of savings in the gas tank.

- Well, but yeah, you gotta get charging stations and all the rest of that set up, but that came up at the water utility, and they figured that with their use of it, it wouldn't work because they need, you know, they need to just hop in those vehicles and go, and they put gas in them, and they can't wait around for 'em to be charged. So their, you know, their use is more emergency basis--

- Right.

- Than other stuff. But I think, you know, with us, if we could go that route, it might save us some money.

- Yeah, they charge all night.

- Yeah, yeah. All right. Any further questions on the budget? Motion to approve, and I'll make that motion.

- For a second.

- I'll second that.

- All right, motion and the second. Any further questions? Hearing none. All in favor, signify by saying aye.

- [Group] Aye. Any opposed? Motion carries. Thank you again, Stephanie, for all your work putting this all together.

- Yep.

- And making it generally understandable by those of us who are befuddled, so. All right, moving on

to informational. Anything Cheryl, for on the informational side.

- You know, the only thing I wanted to mention is we do have in our training budget, a couple of spots for commissioners, if you're ever interested in going.

- I saw that.

- Like the walk training. Once we get the agenda, we'll ship it out. And then if anyone's interested in attending, they certainly--

- Okay.

- I think there's one in September, right Jayme, that's coming up? And they actually do have, I think, sections for commissioners at those sometimes so.

- Yes, I it's been many years, but I went to a couple of them about maybe 10 years or more ago, and they had separate sections for commissioners.

- Yeah, so.

- And where are they?

- The one in September is in Lake Geneva I believe.

- The fall conference is in Lake Geneva.

- Yep, yes.

- Okay.

- Okay. Depends on dates on that 'cause I know that it was something that you wanted some of the commissioners to go to year after year, but I think I've got already got stuff booked for like the middle of September. So, but I was just wondering what the dates are, so.

- We can send that information out.

- Yeah, just send it out and to everybody, and we'll see what we can do.

- Okay, thank you.

- All right, great. Good. Anything else? All right. I think we are then ready for adjournment.

- There'll be--

- Is there a motion?

- Do we--

- Go ahead.
- If we do not need a housing authority meeting in July, would we likely not need a Properties One meeting in July also?
- Correct, correct.
- 'Cause I mean, not that I don't love seeing you guys, but that would be really great to, you know, either have all or nothing .
- We try to work it that way, Steve.
- We can just stack things up in August, and we'll have a five hour meeting.
- I don't think we've ever had a five hour meeting.
- You guys have been very, very good about putting agendas together that are very--
- Yes, you guys are awesome.
- So we appreciate it.
- Well, and I guess just one more thing, Sandy, and you can help me in this, but I was just a while ago was made aware that a housing advocate for Green Bay passed away, Tom Dietrich, who sat on the Brown County Housing Authority for many, many years. I worked with him on the Community Housing Resources Board, like 25, I mean, years and years ago. So he's really been a housing advocate for a long time. And he passed this last month, I think, right?
- Yeah, May 24th, yeah. He was our executive director for a work, an employee and then executive director. He worked at Options for 37 years.
- For many, many years. So on the record, you know, rest in peace, Tom. He's a good--
- Yeah, thank you. Yeah, we're gonna, we miss him. I, there's something I'd need to call him on every day and--
- Right, right?
- Yeah, yeah, it's hard.
- Okay, I have one more dumb question. Are we ever entertaining meeting in person never again, or is just, are we?
- That's up to the board? The redevelopment authority is meeting in person, and some committees aren't. Planning Commission is still virtual. So we have the space. If you ever wanna come up here, that's a board choice.
- This is easier for me. I just.

- Yeah.

- I like this, especially that we can see each other instead of phone. So it's almost like being there. Would be good to see everybody, but it save gas.

- Less time.

- It saves time, yeah.

- Why don't we put that on the agenda for the August meeting to consider whether we go back to in person or not. We can have a discussion at that point.

- Yeah, If it's five hours, I'm not doing it in the conference room.

- Yeah.

- I'll provide you coffee.

- snacks.

- Coffee and snacks, all right.

- And if it's snowing and blowing, I would prefer zoom.

- Yes.

- Absolutely.

- If it's snowing and blowing in August--

- No, not in August. If that's what we're gonna talk about, yeah.

- It could be bring your sleep, bring your sleeping bags to the meeting.

- Yeah .

- Yeah, I we'll have to hit up HUD. See if that's okay. All right, I love you guys. And I love everything you do.

- All right, Is there a motion to adjourn?

- I'll make that motion.

- And I'll second.

- A motion and a second. All in favor of adjournment except for Stephanie and I signify by saying aye.

- [Group] Aye.
- Any opposed? Motion carries. We are adjourned. Thank you all.
- Thanks Scott.
- Happy Summer all.
- Thank you ladies and staff for redoing this meeting after we missed it the last time, so.
- Yeah.
- Yeah, big time.
- Thanks for going through the extra effort for this one, so.