



AGENDA OF GBHA PROPERTIES I, INC.

**THURSDAY, MAY 18, 2023, 10:30 AM
IMMEDIATELY FOLLOWING GREEN BAY HOUSING
AUTHORITY MEETING.**

**City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.**

A. Zoom Meeting Information.

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

B. Roll Call.

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

C. Approval of the Agenda.

1. Approval of the agenda for the May 18, 2023, meeting of GBHA Properties I, Inc.

D. Approval of Minutes.

1. Approval of the minutes from the February 16, 2023, meeting of GBHA Properties I, Inc.

E. Regular Business.

1. Consideration with possible action on approval of GBHA Properties I, Inc. operating budget for Fiscal Year beginning July 1, 2023.

F. Informational.

1. Financial Report.
2. Occupancy Report
3. Langan Report

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council may attend this GBHA Properties I, Inc. meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Green Bay Housing Authority

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/81434999289?pwd=N0dIMGxWSS85SGswK2IZeGhZZUN0UT09>

Meeting ID: 814 3499 9289

Passcode: 483400

One tap mobile

+13017158592,,81434999289# US (Germantown)

+13126266799,,81434999289# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

Meeting ID: 814 3499 9289

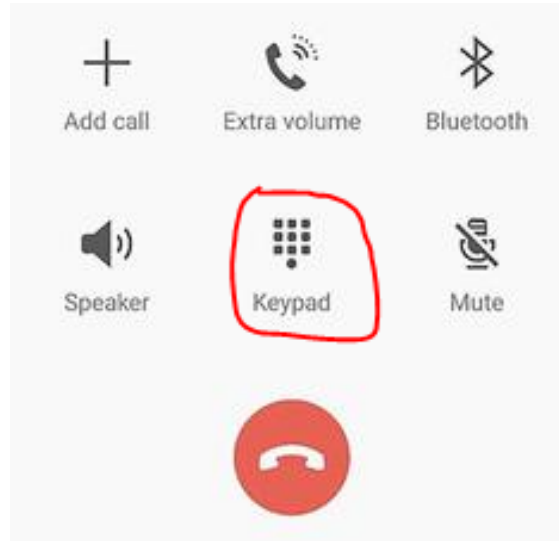
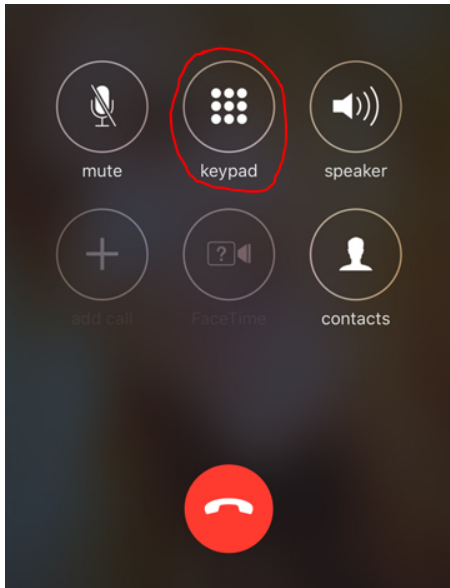
Find your local number: <https://us02web.zoom.us/u/koUDU8TSd>

Additional Information

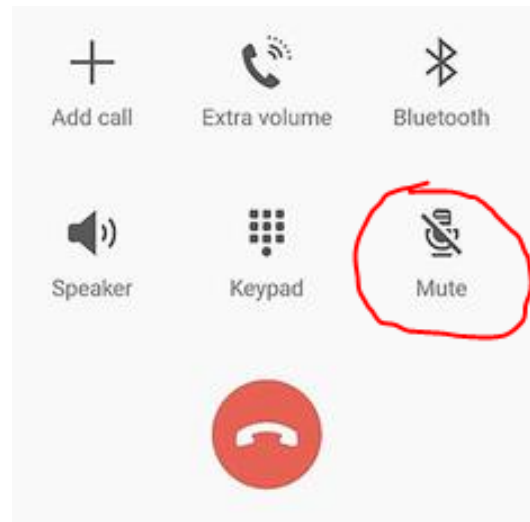
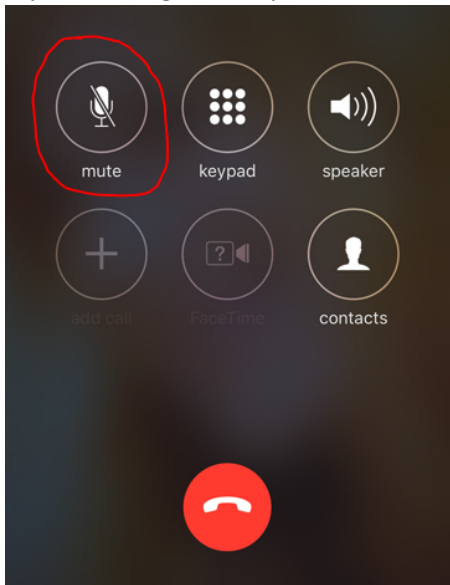
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



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



- b. If you're using a computer, you should see a Mute button in the Zoom application





MINUTES OF GBHA PROPERTIES I, INC.

**THURSDAY, FEBRUARY 16, 2023, 10:30 AM
IMMEDIATELY FOLLOWING GREEN BAY HOUSING
AUTHORITY MEETING.**

**In person at City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available 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 began at 10:56AM

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

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the February 16, 2023, meeting of GBHA Properties I, Inc.

Moved by Terri Refsguard, seconded by Erin Edwards to approve the agenda for the February 16, 2023 meeting of GBHA Properties I, Inc. Motion carried. Yes-William VandeCastle, Terri Refsguard, Erin Edwards, Stephen Srubas, No:None, Abstain:None

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the December 20, 2022, meeting of GBHA Properties I, Inc.

Moved by Stephen Srubas, seconded by Erin Edwards to approve the minutes from the December 20, 2022 meeting of GBHA Properties I, Inc. Motion carried. Yes-William VandeCastle, Terri Refsguard, Erin Edwards, Stephen Srubas, No:None, Abstain:None

E. REGULAR BUSINESS.

1. Consideration with possible action on approval of proposed rent increases for all Scattered Site properties effective April 1, 2023.

E.I. Erin Edwards is a current housing participant/resident of the Scattered Site properties and will abstain from voting.

Moved by William VandeCastle, seconded by Terri Refsguard to approve the proposed rent increases for all Scattered Site properties effective April 1, 2023. Motion carried. Yes-William VandeCastle, Terri Refsguard, Stephen Srubas, No:None, Abstain:Erin Edwards

2. Consideration with possible action on writing off delinquent tenant accounts effective February 8, 2023.

Moved by Erin Edwards, seconded by William VandeCastle to approve writing off delinquent tenant accounts effective February 8, 2023. Motion carried. Yes-William VandeCastle, Terri Refsguard, Stephen Srubas, Erin Edwards, No:None, Abstain:None

F. INFORMATIONAL.

1. Occupancy Report

Jayne Valentine presented the Occupancy Report. No action needed.

2. Langan Report

Jayne Valentine presented the Langan Report. No action needed.

3. GBHA properties I Financial Report.

Stephanie Schmutzer presented the GBHA Properties I Financial Report. No action needed.

G. ADJOURNMENT.

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



Report to the
GBHA Properties I, Inc.
of the City of Green Bay

MEETING DATE

May 18, 2023

PREPARED BY

Stephanie Schmutzer, Staff

AGENDA ITEM # E.1

Consideration with possible action on approval of GBHA Properties I, Inc. operating budget for Fiscal Year beginning July 1, 2023.

BACKGROUND

The GBHA Properties I Inc. annual operating budget runs from July 1, 2023, through June 30, 2024.

The majority of the budget is consistent with the prior year budget that was approved, major changes are listed below:

Scattered Sites: Rental income increased by \$8,200; this includes the tenant portion and ICS portion of rents. Interest income was increased by \$5,300 to reflect the market change to higher interest rates. There was a total increase in expenses of \$14,700; part of this was due to an increase in property insurance of \$8,000. Also, investigation expenses increased to \$5,000 and appliance expenses by \$9,000. Leases increased by \$4,800 to account for leasing a truck & a van for the maintenance crew. Wages & Benefits increased by a total of \$3,500 but the PILOT decreased by \$13,000 due to the agreement being similar to others with the City of Green Bay.

RECOMMENDATION

Approval of the GBHA Properties I, Inc. operating budget for Fiscal Year Beginning July 1, 2023.

FISCAL IMPACT

ATTACHMENTS

1. 23-24 Budget - Properties
2. Training Needs - 23-24

ScSite - GBHA Properties

	PY	YTD 7/1-3/31	22-23 Budget	23-24 Budget	\$ Budget changed	% of Budget changed
Income						
2802.00 · Hud Contributions	84,372.00	0.00	0.00	0.00	0.00	0.0%
3110.00 · Dwelling Rental	61,000.36	451,687.60	611,352.00	619,620.00	8,268.00	1.35%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.0%
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	15.76	1,094.61	45.00	1,000.00	5,316.00	11,813.33%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.00	0.00	0.0%
3690.01 · Other Income - Ins Dividends	0.00	3,509.12	2,500.00	2,500.00	0.00	0.0%
3690.02 · Other Income	9,914.90	7,637.16	9,000.00	9,000.00	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	155,303.02	463,928.49	622,897.00	632,120.00	9,223.00	1.48%
Expense						
4110.00 · Admin Salaries	21,842.65	73,107.24	76,500.00	80,000.00	3,500.00	4.58%
4120.00 · Compensated Absences	-248.05	0.00	500.00	500.00	0.00	0.0%
4130.00 · Legal Expense	235.30	0.00	2,000.00	2,000.00	0.00	0.0%
4130.01 · Investigations Expense	1,053.79	3,093.52	0.00	5,000.00	5,000.00	100.0%
4140.00 · Staff Training	0.00	211.00	5,000.00	5,000.00	0.00	0.0%
4150.00 · Travel	146.84	218.67	500.00	500.00	0.00	0.0%
4160.00 · Management Fee	7,357.50	24,969.07	32,952.96	35,141.76	2,188.80	6.64%
4163.00 · BookKeeping Fee	937.50	3,245.96	4,320.00	4,320.00	0.00	0.0%
4165.00 · Asset Management Fee	1,440.00	4,320.00	5,760.00	5,760.00	0.00	0.0%
4171.00 · Auditing Fees	0.00	4,332.00	3,850.00	4,500.00	650.00	16.88%
4182.00 · Employee Benefits - Admin	9,301.16	27,391.09	29,500.00	26,500.00	-3,000.00	-10.17%
4190.01 · Printing	167.26	728.54	1,000.00	1,000.00	0.00	0.0%
4190.02 · Postage	145.00	426.00	1,500.00	1,000.00	-500.00	-33.33%
4190.03 · Paper & Office Supplies	0.00	507.97	1,500.00	1,000.00	-500.00	-33.33%
4190.04 · Publications	0.00	0.00	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	0.00	25.00	0.00	50.00	50.00	100.0%
4190.06 · Computer Support	1,728.00	5,166.49	4,000.00	5,500.00	1,500.00	37.5%
4190.07 · Tele Fax & Comm	225.24	995.84	1,400.00	1,400.00	0.00	0.0%
4190.08 · Marketing	0.00	0.00	0.00	0.00	0.00	0.0%
4190.10 · Miscellaneous	41.00	1,358.46	2,000.00	2,500.00	500.00	25.0%
4220.00 · Ten Ser-Recr Etc	0.00	0.00	0.00	0.00	0.00	0.0%
4220.01 · Ten Ser - Resident Part	1,200.00	0.00	1,200.00	1,200.00	0.00	0.0%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.00	0.00	0.0%
4310.00 · Water	1,860.30	6,985.66	10,000.00	10,000.00	0.00	0.0%
4320.00 · Electricity	491.22	942.80	2,000.00	2,000.00	0.00	0.0%
4320.01 · Utility Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
4330.00 · Gas	435.82	1,248.30	2,500.00	2,000.00	-500.00	-20.0%
4390.00 · Other Utilities	381.90	2,201.99	2,500.00	3,000.00	500.00	20.0%
4410.00 · Maint - Labor	10,480.74	39,148.88	53,500.00	51,000.00	-2,500.00	-4.67%
4420.00 · Maint - Supplies	5,414.32	13,951.02	25,000.00	22,500.00	-2,500.00	-10.0%
4430.00 · Maint - Contracts	5,238.60	13,093.03	12,000.00	20,000.00	8,000.00	66.67%
4430.01 · Maint - Non-Contract	309.14	1,118.00	10,000.00	5,000.00	-5,000.00	-50.0%
4430.03 · Maint - Truck Maint	465.47	2,791.69	2,000.00	2,000.00	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	683.42	2,000.00	1,000.00	-1,000.00	-50.0%
4430.11 · Snow Removal	0.00	380.70	1,000.00	1,000.00	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	490.00	2,510.00	3,000.00	3,500.00	500.00	16.67%*
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	2,095.00	1,446.00	1,000.00	1,000.00	0.00	0.0%
4430.17 · Extermination	410.00	2,017.00	2,000.00	3,000.00	1,000.00	50.0%
4430.18 · Appliances	834.99	7,299.97	1,000.00	10,000.00	9,000.00	900.0%
4430.19 · Garbage & Trash Removal	171.00	1,109.00	4,000.00	2,000.00	-2,000.00	-50.0%
4432.00 · Extraordinary Maintenance	0.00	0.00	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	3,890.57	11,339.22	16,500.00	22,000.00	5,500.00	33.33%
4480.00 · Protect Service	0.00	0.00	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	0.00	32,354.00	25,000.00	33,000.00	8,000.00	32.0%
4510.01 · Insurance Expenses - Liability	0.00	3,347.00	3,500.00	3,500.00	0.00	0.0%
4520.00 · PILOT	0.00	0.00	38,000.00	25,000.00	-13,000.00	-34.21%
4530.00 · Bank Fees	0.00	280.51	0.00	400.00	400.00	100.0%
4572.00 · Bad Debt - Tenant Rents	6,106.59	0.00	10,000.00	10,000.00	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	6,000.00	10,800.00	4,800.00	80.0%**
4800.00 · Depreciation Expense	33,618.43	0.00	135,000.00	135,000.00	0.00	0.0%
9120.00 · Transfers Out	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expense	118,267.28	339,070.04	540,982.96	561,571.76	20,588.80	3.81%
Net Income/(loss)	37,035.74	124,858.45	81,914.04	70,548.24		

205,548.24 P/(I) without Depreciation

* Tree Trimming

** vehicle leases (Truck & van)

**TRAINING NEEDS -FYE 2023-2024
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 2023												
	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 2024												
	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
	<u>\$ 18,720.30</u>

GBHA Properties 1, Inc.
Budget vs. Actual
Summary

GBHA Properties 1, Inc

Apr-23

SS

	YTD	Budget
Total Income	521,168.94	622,897.00
Total Expense	351,611.93	540,982.96
Net Income	169,557.01	81,914.04

GBHA Properties 1, Inc.
Budget vs. Actual
Summary

SS - Properites

	YTD	Budget	\$ Over Budget	% of Budget
Income				
2802.00 · Hud Contributions	0.00	0.00	0.00	0.0%
3110.00 · Dwelling Rental	503,313.60	611,352.00	-108,038.40	82.33%
3120.00 · Excess Utilities	0.00	0.00	0.00	0.0%
3510.00 · Management Fee Revenue	0.00	0.00	0.00	0.0%
3520.00 · Asset Management Rev	0.00	0.00	0.00	0.0%
3530.00 · BookKeeping Fee Rev	0.00	0.00	0.00	0.0%
3610.00 · Int Income	1,538.39	45.00	1,493.39	3,418.64%
3690.00 · Other Income - Tenants	0.00	0.00	0.00	0.0%
3690.01 · Other Income - Ins Dividends	3,509.12	2,500.00	1,009.12	140.37%
3690.02 · Other Income	12,807.83	9,000.00	3,807.83	142.31%
3690.03 · Cell Tower Rent	0.00	0.00	0.00	0.0%
9110.00 · Transfers In	0.00	0.00	0.00	0.0%
Total Income	521,168.94	622,897.00	-101,728.06	83.67%
Expense				
4110.00 · Admin Salaries	73,107.24	76,500.00	-3,392.76	95.57%
4120.00 · Compensated Absences	0.00	500.00	-500.00	0.0%
4130.00 · Legal Expense	0.00	2,000.00	-2,000.00	0.0%
4130.01 · Investigations Expense	3,095.87	0.00	3,095.87	100.0%
4140.00 · Staff Training	211.00	5,000.00	-4,789.00	4.22%
4150.00 · Travel	218.67	500.00	-281.33	43.73%
4160.00 · Management Fee	27,836.54	32,952.96	-5,116.42	84.47%
4163.00 · BookKeeping Fee	3,598.46	4,320.00	-721.54	83.3%
4165.00 · Asset Management Fee	4,800.00	5,760.00	-960.00	83.33%
4171.00 · Auditing Fees	4,332.00	3,850.00	482.00	112.52%
4182.00 · Employee Benefits - Admin	27,391.09	29,500.00	-2,108.91	92.85%
4190.01 · Printing	799.85	1,000.00	-200.15	79.99%
4190.02 · Postage	426.00	1,500.00	-1,074.00	28.4%
4190.03 · Paper & Office Supplies	507.97	1,500.00	-992.03	33.87%
4190.04 · Publications	0.00	0.00	0.00	0.0%
4190.05 · Membership Dues & Fees	25.00	0.00	25.00	100.0%
4190.06 · Computer Support	5,166.49	4,000.00	1,166.49	129.16%
4190.07 · Tele Fax & Comm	1,081.87	1,400.00	-318.13	77.28%
4190.08 · Marketing	0.00	0.00	0.00	0.0%
4190.10 · Miscellaneous	1,358.46	2,000.00	-641.54	67.92%
4220.00 · Ten Ser-Recr Etc	0.00	0.00	0.00	0.0%
4220.01 · Ten Ser - Resident Part	0.00	1,200.00	-1,200.00	0.0%
4230.00 · Ten Ser-Contrs	0.00	0.00	0.00	0.0%
4310.00 · Water	7,040.55	10,000.00	-2,959.45	70.41%
4320.00 · Electricity	983.14	2,000.00	-1,016.86	49.16%
4330.00 · Gas	1,320.79	2,500.00	-1,179.21	52.83%
4390.00 · Other Utilities	2,256.88	2,500.00	-243.12	90.28%
4410.00 · Maint - Labor	39,148.88	53,500.00	-14,351.12	73.18%
4420.00 · Maint - Supplies	15,886.37	25,000.00	-9,113.63	63.55%
4430.00 · Maint - Contracts	18,799.28	12,000.00	6,799.28	156.66%
4430.01 · Maint - Non-Contract	1,118.00	10,000.00	-8,882.00	11.18%
4430.03 · Maint - Truck Maint	2,961.90	2,000.00	961.90	148.1%
4430.09 · Fire Protection - Maint	0.00	0.00	0.00	0.0%
4430.10 · Heating and Cooling	683.42	2,000.00	-1,316.58	34.17%
4430.11 · Snow Removal	380.70	1,000.00	-619.30	38.07%
4430.12 · Elevator Maintenance	0.00	0.00	0.00	0.0%
4430.13 · Landscape and Grounds	2,510.00	3,000.00	-490.00	83.67%
4430.14 · Unit Turnaround	0.00	0.00	0.00	0.0%
4430.15 · Electrical	0.00	0.00	0.00	0.0%
4430.16 · Plumbing	1,951.00	1,000.00	951.00	195.1%
4430.17 · Extermination	2,097.00	2,000.00	97.00	104.85%
4430.18 · Appliances	7,299.97	1,000.00	6,299.97	730.0%
4430.19 · Garbage & Trash Removal	1,109.00	4,000.00	-2,891.00	27.73%
4430.25 · Unit Repair	44,725.00	0.00	44,725.00	100.0%
4432.00 · Extraordinary Maintenance	0.00	0.00	0.00	0.0%
4433.00 · Emp Ben Contr-ord maint	11,339.22	16,500.00	-5,160.78	68.72%
4480.00 · Protect Service	0.00	0.00	0.00	0.0%
4510.00 · Insurance Expense - Property	32,354.00	25,000.00	7,354.00	129.42%
4510.01 · Insurance Expenses - Liability	3,347.00	3,500.00	-153.00	95.63%
4520.00 · PILOT	0.00	38,000.00	-38,000.00	0.0%
4530.00 · Bank Fees	343.32	0.00	343.32	100.0%
4572.00 · Bad Debt - Tenant Rents	0.00	10,000.00	-10,000.00	0.0%
4590.00 · Other General	0.00	0.00	0.00	0.0%
4600.00 · Leases	0.00	6,000.00	-6,000.00	0.0%

GBHA Properties 1, Inc.
Budget vs. Actual
Summary

SS - Properites

4800.00 · Depreciation Expense
 9120.00 · Transfers Out
 Total Expense
 Net Income/(Loss)

YTD	Budget	\$ Over Budget	% of Budget
0.00	135,000.00	-135,000.00	0.0%
0.00	0.00	0.00	0.0%
351,611.93	540,982.96	-189,371.03	65.0%
169,557.01	81,914.04	87,642.97	206.99%

GBHA PROPERTIES I, INC.
MAY 2023

SCATTERED SITES VACANCIES (1 TOTAL)					
UNIT	MOVEOUT	BEDRM	NEW LEASE	MOVE OUT REASON	CURRENT STATUS OF UNIT
###	5/1/23	4	?	MOVED OUT OF STATE	WAITING FOR LEASE SIGN UP
UPCOMING VACANCIES					
SCATTERED SITES (1 TOTAL)					
	UNIT	STATUS			
	###	EVICTION			

OCCUPANY RATES

SS

May	87.50%
June	81.25%
July	91.67%
August	91.67%
September	95.83%
October	97.92%
November	100.00%
December	97.92%
January	100.00%
February	97.92%
March	97.92%
April	97.92%
TOTAL	94.79%