



COMMISSION 419 Cherry St., Lansing, MI 48933 Telephone: (517) 487-6550 Fax: (517) 487-6977

November 20, 2019

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

September Housing Choice Voucher (HCV) Monthly Report

CONTACT PERSON:

Kim Shirey
HCV Supervisor

Family Self Sufficiency (FSS):

The FSS Coordinator is in the process of renewing the FSS Coordinator grant which is due for submission in October.

HCV Orientations:

LHC had zero (0) orientations during the month of September 2019 and zero (0) vouchers issued.

One (1) VASH orientation was held for the month of September, and two (2) vouchers were issued.

Waiting List:

We are currently on waiting list number 200 out of 650. We anticipate another large pull in early October.

Department Initiatives:

In the HCV Program there are currently 1,783 vouchers housed in all its programs. Forty-Seven participants are with the Shelter Plus Care Program (S+C), 79 are housed under the Permanent Supportive Housing Program (PSH), and 141 are housed under the HUD Veterans Affairs Supportive Housing (VASH). 1,516 are housed under the Housing Choice Voucher Program.





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Voucher Utilization

Aug Voucher Program Total Units	1,863
Aug Traditional HCV Utilization	1660
Aug % Utilized Units	90%

September Voucher Program Total Units	1,863
September Traditional HCV Utilization	1657
September % Utilized Units	89%

Voucher Disbursement

HUD Aug HAP Disbursement	\$911,668
LHC Aug HAP/UAP Disbursement	\$915,650
% Voucher Funding Utilization	101%

HUD September HAP Disbursement	\$911,668
LHC September HAP/UAP Disbursement	\$901,343
% Voucher Funding Utilization	99%
HUD Held Reserves as of September 2018	\$897,936

SEMAP Indicators

Indicator 1- Selection from the Waiting List

This indicator measures whether LHC has written policies in its administrative plan for selecting applicants from the waiting list. This indicator is not scored by PIC but is based on an internal review. LHC is on track to receive all points for this indicator out of a possible 15 as it does have written policy.

Waiting List

PIC Scoring	Internal Scoring
N/A	15

Indicator 2- Rent Reasonableness

LHC has a method for determining the rent (for each unit leased) is reasonable based on current rents charged for comparable unassisted units. LHC reviewed 15 rent reasonable for the fiscal year 2020. This indicator is not scored by PIC but based on an internal review. LHC will self-score 20 points for this indicator out of a possible 20.





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Rent Reasonableness

PIC Scoring	Internal Scoring
N/A	20

Indicator 3- Determination of Adjusted Income

This indicator measures if, at the time of admission and reexamination, LHC verifies and correctly determines adjusted annual income for each assisted family, and if LHC uses the appropriate utility allowance(s). This indicator is not scored in PIC but is based on an internal review and scoring. LHC completed 0 file audits with a requirement of 26 to be reviewed for scoring purposes. Therefore, LHC will self-score 20 points out of 20 for the fiscal year ending June 2020.

Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 11/01/2019. This indicator is not scored through PIC but is based on an internal review. Based on the internal review, LHC would receive five (5) of the possible five (5) points for this indicator by the end of the fiscal year.

Utility Allowance

PIC Scoring	Internal Scoring
N/A	5

Indicator 5- HQS Quality Control Inspections

The number of Quality Control Inspections needed for the year is 28. During this reporting period ten (10) quality control inspections were conducted. This indicator is not scored by PIC but is based on an internal review. Based on the internal review LHC will self-score a five (5) out of the five (5) possible points.

Quality Control Inspections

PIC Scoring	Internal Scoring
N/A	5

Indicator 6- HQS Enforcement

Following each HQS inspection of a unit under contract where the unit fails to meet HQS, any cited life threatening HQS deficiencies are corrected within 24-hours and all other cited HQS deficiencies are corrected within 30 days. If deficiencies are not corrected timely LHC stops (abates) HAP payment or terminates the contract. This indicator is not scored by PIC but is determined from an internal review. LHC's review





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indicates there were three (3) 24-hour deficiencies and thirty-four (34) 30-day deficiencies. All corrected, abated, or terminated as necessary.

HQS Enforcement

PIC Scoring	Internal Scoring
N/A	10

Indicator 7- Expanding Housing Opportunities

LHC adopted and implemented a written policy to encourage participation by owners of units located outside areas of poverty and minority concentration. This indicator is not scored in PIC but is based on an internal review. As of this reporting period, LHC records this indicator as receiving five (5) of a possible five (5)

Housing Opportunities

PIC Scoring	Internal Scoring
N/A	5

Indicator 8- Payment Standards

This indicator shows whether LHC has adopted a current payment standard schedule for the voucher program by unit size. During this reporting period, the HCV Payment Standards were increased to 110%. The current payment standards have received Board approval. This indicator is not scored by PIC but is based on an internal review. As of this reporting period, LHC records indicate a five (5) out of a possible five (5) points will be received.

PIC Scoring	Internal Scoring
N/A	5

Indicator 9- Annual Reexamination

This indicator is used to determine if LHC has completed a reexamination for each participating family at least every 12 months. As of September 30, 2019, the reporting rate is 97%. Based on PIC, LHC records this indicator as 10 of a possible 10 points.

Annual Reexaminations

PIC Scoring	Internal Scoring
10	10

Indicator 10- Correct Tenant Rent Calculation

This indicator shows if LHC correctly calculates tenants' rent and the family share of the rent to the owner in the voucher program. As of this reporting period, PIC records indicate LHC will receive 100%. According to PIC records there are no tenant rent





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calculation discrepancies to report. Based on PIC, LHC records this indicator as receiving five (5) of a possible five (5) points.

Correct Tenant Rent

PIC Scoring	Internal Scoring
5	5

Indicator 11- Pre-Contract HQS Inspections

This indicator shows if newly leased units pass HQS inspection on or before the beginning date of the assisted lease and HAP contract. As of this reporting period, PIC recorded this indicator as receiving 100%. Based on PIC LHC would receive five (5) of a possible five (5) points.

Pre-Contract HQS

PIC Scoring	Internal Scoring
5	5

Indicator 12-Inspections

This indicator shows if LHC has inspected each unit under contract at least bi-annually. As of this reporting period, PIC recorded this indicator as receiving 100%. Based on PIC LHC would receive 10 of the possible 10 points.

Inspections

PIC Scoring	Internal Scoring
10	10

Indicator 13- Program Utilization

The department utilization rate during this reporting period is 99%. In an effort to maximize the number of participants that are housed, the program's utilization rate will continue to be closely monitored without exceeding funding capacity. SEMAP certification requires LHC to report the status of efforts in providing Housing Choice Vouchers and leasing units based on funds awarded by HUD.

Program Utilization

PIC Scoring	Internal Scoring
N/A	20

Indicator 14-Family Self Sufficiency

As of this reporting period, the Family Self Sufficiency (FSS) Program has 37 mandatory slots, 19 slots/households or (51%) are enrolled. SEMAP certification requires the LHC to report the status of enrollment for the FSS program.





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Enrollment and Escrow Accounts are documented by Indicator 14. As of this reporting period, LHC would receive five (5) of 10 points.

FSS Enrollment

PIC Scoring	Internal Scoring
N/A	5

Currently 54% of the FSS participants enrolled in the program have escrow accounts. The maximum allowable points are five of (10) points. LHC is currently doing an internal rating of five (5) points.

Participants w/ Escrows

PIC Scoring	Internal Scoring
N/A	5

*Please note all PIC data is of 09/30/2019





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November 20, 2019

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

October Housing Choice Voucher (HCV) Monthly Report

CONTACT PERSON:

Kim Shirey
HCV Supervisor

Family Self Sufficiency (FSS):

The FSS Coordinator has been reviewing and processing participant files to determine eligibility to exit the program. It is anticipated 2 participants have successfully completed the program and will be receiving their escrow checks in November. The FSS coordinator grant was submitted in October and a decision should be announced in late December or January.

HCV Orientations:

LHC had zero (0) orientations during the month of October 2019 and zero (0) vouchers issued.

One (1) VASH orientation was held for the month of October, and four (4) vouchers were issued.

Waiting List:

We are currently on waiting list number 301 out of 650.

Department Initiatives:

In the HCV Program there are currently 1,784 vouchers housed in all its programs. Forty-Seven participants are with the Shelter Plus Care Program (S+C), 80 are housed under the Permanent Supportive Housing Program (PSH), and 141 are housed under the HUD Veterans Affairs Supportive Housing (VASH). 1,516 are housed under the Housing Choice Voucher Program.





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Voucher Utilization

September Voucher Program Total Units	1,863
September Traditional HCV Utilization	1667
September % Utilized Units	89%

October Voucher Program Total Units	1,863
October Traditional HCV Utilization	1657
October % Utilized Units	89%

Voucher Disbursement

HUD September HAP Disbursement	\$911,668
LHC September HAP/UAP Disbursement	\$901,343
% Voucher Funding Utilization	99%

HUD October HAP Disbursement	\$906,465
LHC October HAP/UAP Disbursement	\$906,834
% Voucher Funding Utilization	100%
HUD Held Reserves as of September 2018	\$897,936

SEMAP Indicators

Indicator 1- Selection from the Waiting List

This indicator measures whether LHC has written policies in its administrative plan for selecting applicants from the waiting list. This indicator is not scored by PIC but is based on an internal review. LHC is on track to receive all points for this indicator out of a possible 15 as it does have written policy.

Waiting List

PIC Scoring	Internal Scoring
N/A	15

Indicator 2- Rent Reasonableness

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Rent Reasonableness

PIC Scoring	Internal Scoring
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Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 11/01/2019. This indicator is not scored through PIC but is based on an internal review. Based on the internal review, LHC would receive five (5) of the possible five (5) points for this indicator by the end of the fiscal year.

Utility Allowance

PIC Scoring	Internal Scoring
N/A	5

Indicator 5- HQS Quality Control Inspections

The number of Quality Control Inspections needed for the year is 28. During this reporting period ten (10) quality control inspections were conducted. This indicator is not scored by PIC but is based on an internal review. Based on the internal review LHC will self-score a five (5) out of the five (5) possible points.

Quality Control Inspections

PIC Scoring	Internal Scoring
N/A	5

Indicator 6- HQS Enforcement

Following each HQS inspection of a unit under contract where the unit fails to meet HQS, any cited life threatening HQS deficiencies are corrected within 24-hours and all other cited HQS deficiencies are corrected within 30 days. If deficiencies are not



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corrected timely LHC stops (abates) HAP payment or terminates the contract. This indicator is not scored by PIC but is determined from an internal review. LHC's review indicates there were three (3) 24-hour deficiencies and thirty-four (34) 30-day deficiencies. All corrected, abated, or terminated as necessary.

HQS Enforcement

PIC Scoring	Internal Scoring
N/A	10

Indicator 7- Expanding Housing Opportunities

LHC adopted and implemented a written policy to encourage participation by owners of units located outside areas of poverty and minority concentration. This indicator is not scored in PIC but is based on an internal review. As of this reporting period, LHC records this indicator as receiving five (5) of a possible five (5)

Housing Opportunities

PIC Scoring	Internal Scoring
N/A	5

Indicator 8- Payment Standards

This indicator shows whether LHC has adopted a current payment standard schedule for the voucher program by unit size. During this reporting period, the HCV Payment Standards were increased to 110%. The current payment standards have received Board approval. This indicator is not scored by PIC but is based on an internal review. As of this reporting period, LHC records indicate a five (5) out of a possible five (5) points will be received.

PIC Scoring	Internal Scoring
N/A	5

Indicator 9- Annual Reexamination

This indicator is used to determine if LHC has completed a reexamination for each participating family at least every 12 months. As of October 31, 2019, the reporting rate is 97%. Based on PIC, LHC records this indicator as 10 of a possible 10 points.

Annual Reexaminations

PIC Scoring	Internal Scoring
10	10

Indicator 10- Correct Tenant Rent Calculation

This indicator shows if LHC correctly calculates tenants' rent and the family share of the rent to the owner in the voucher program. As of this reporting period, PIC records





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indicate LHC will receive 100%. According to PIC records there are no tenant rent calculation discrepancies to report. Based on PIC, LHC records this indicator as receiving five (5) of a possible five (5) points.

Correct Tenant Rent

PIC Scoring	Internal Scoring
5	5

Indicator 11- Pre-Contract HQS Inspections

This indicator shows if newly leased units pass HQS inspection on or before the beginning date of the assisted lease and HAP contract. As of this reporting period, PIC recorded this indicator as receiving 100%. Based on PIC LHC would receive five (5) of a possible five (5) points.

Pre-Contract HQS

PIC Scoring	Internal Scoring
5	5

Indicator 12-Inspections

This indicator shows if LHC has inspected each unit under contract at least bi-annually. As of this reporting period, PIC recorded this indicator as receiving 100%. Based on PIC LHC would receive 10 of the possible 10 points.

Inspections

PIC Scoring	Internal Scoring
10	10

Indicator 13- Program Utilization

The department utilization rate during this reporting period is 99%. In an effort to maximize the number of participants that are housed, the program's utilization rate will continue to be closely monitored without exceeding funding capacity. SEMAP certification requires LHC to report the status of efforts in providing Housing Choice Vouchers and leasing units based on funds awarded by HUD.

Program Utilization

PIC Scoring	Internal Scoring
N/A	20

Indicator 14-Family Self Sufficiency

As of this reporting period, the Family Self Sufficiency (FSS) Program has 37 mandatory slots, 19 slots/households or (51%) are enrolled. SEMAP certification requires the LHC to report the status of enrollment for the FSS program.





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Enrollment and Escrow Accounts are documented by Indicator 14. As of this reporting period, LHC would receive five (5) of 10 points.

FSS Enrollment

PIC Scoring	Internal Scoring
N/A	5

Currently 54% of the FSS participants enrolled in the program have escrow accounts. The maximum allowable points are five of (10) points. LHC is currently doing an internal rating of five (5) points.

Participants w/ Escrows

PIC Scoring	Internal Scoring
N/A	5

*Please note all PIC data is of 10/31/2019





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October 23, 2019

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

September 2019 Asset Management Monthly Report

CONTACT PERSON:

Doug Fleming
Executive Director
517-487-6550 Ext. 111

OVERVIEW:

Lansing Housing Commission ("LHC") communities had an overall occupancy rating of 97% (not including the modernization units) at the end of September. LHC Unit Months Leased (UML) was 809 (with units in MOD) or 97% occupancy rate. LHC maintained a 97% occupancy level, which meets the 96% recovery plan occupancy goal.

Mt. Vernon Park occupancy was 95% at the end of September. There were four (4) households moved in, five (5) residents moved out, and zero (0) unit transfers. The UML was 192 which equals 95%. At the end of September, Mt. Vernon had a total of 30 open work orders.

Hildebrandt Park occupancy was 99% at the end of September. There was zero (0) households moved in, three (3) resident moved out, and two (2) unit transfers. The UML was 218 which equals 99%. At the end of September, Hildebrandt had a total of 39 open work orders.

LaRoy Froh occupancy was 97% at the end of September. There was two (2) household moved in, one (1) residents moved out, zero (0) unit transfers. The UML





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was 207 which equals 97%. At the end of September, LaRoy Froh had a total of 36 open work orders.

South Washington Park occupancy was 98% at the end of September. There were four (4) households moved in, four (4) resident moved out, and zero (0) unit transfer. The UML was 192 which equals 98%. At the end of September, South Washington had a total of 95 open work orders.

OCCUPANCY:

Site	Total Number of Units	UML Occupied 1st day of month including MOD units	Gross (including MOD Occupancy rate)	Move Ins	Move Outs	Transfer Units	Total MOD Units
Mt Vernon	202	192	95%	4	5	0	0
Hildebrandt	220	218	99%	0	3	2	0
LaRoy Froh	213	207	97%	2	1	0	1
S. Washington	197	192	98%	4	4	0	0
Totals	832	809	97%	11	11	0	1

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
Mt Vernon	\$ 31,518	\$ 36,590	\$ 0	116%
Hildebrandt	\$ 33,372	\$ 35,408.37	\$ 0	106%
LaRoy Froh	\$ 27,102	\$ 32,092.10	\$ 0	123%
S. Washington	\$ 29,444	\$ 27,580	\$ 1,864	94%
Totals	\$ 130,707	\$ 140,548.81	\$1,864	108%





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Mt. Vernon Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacant	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
2915 Delta River	3	5-1-19	151	Ready	\$4,800	Pulling from waitlist.
3402 N Waverly	4	9-3-19	29	10-23-19	\$5,000	Pulling from waitlist.
1503 Robertson	3	8-5-19	63	Ready	\$3,000	Roach infestation. Treatment was completed on 8-29-19. MVP Transfer
3248 N Waverly	4	8-12-19	50	9-27-19	\$1,500	Pulling from waitlist. Unit offer accepted
4223 Balmoral	2	8-19-19	44	Ready	\$1,800	Eviction – Chris White completing rehab. Unit offer accepted.
1317 Christopher	2	8-19-19	44	10-23-19	\$3,000	Eviction – Pulling from waitlist.
3352 N Waverly	4	8-19-19	44	10-23-19	\$3,430	Eviction – Pulling from waitlist. Unit offer accepted
3270 N Waverly	2	8-19-19	44	Ready	\$1,200	Eviction – Pulling from waitlist. Unit offer accepted
4237 Balmoral	2	9-10-19	20	10-23-19	TBA	Eviction – Pulling from waitlist.
3416 N Waverly	4	9-30-19	1	10-30-19	TBA	Pulling from waitlist.





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Hildebrandt Park Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
103-1247 Allen	4	7-15-19	45	9-5-19	\$4,100	Extreme amount of work to be done in this unit, outdated and unable to reuse old materials.
103-2141 Forest	2	8-13-19	17	9-13-19	\$2,300	Floors completed, cleaning will be completed soon.





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LaRoy Froh Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
111-2436 Reo	3	6-7-19	257	TBD	Pending	6-13 Unit is under construction. 7-18 unit has drywall and has been painted, pending kitchen cabinets. Estimated completion is 10-2019
111-2540 Reo	2	8-2-19	10			09-20-19 Unit is pending cleaning, once completed internal transfer will happen.
111-2402 Reo	1	8-12-19	4			9-20-19 pending resident transfer from over/under housed list.
111-6115 Grovenburg	3	8-9-19	2			9-20-19 Unit is in the cleaning stages.
111-4639 Christiansen	4	9-10-19				9-20-19 Unit has scope work being completed and painting will follow.
111-400 Dadson	3	9-10-19				9-20-19 Unit has scope work being completed and painting will follow.
111-2536 Reo	2	9-10-19				9-20-19 Scope and clean out completed. Pending contractor for painting.
111-2518 Reo	2	8-21-19				9-20-19 Scope work and painting completed, pending cleaning.





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South Washington Park Vacant Unit Status:

Address	Br	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
112-3200 S Washington 517	1	8-14-19	46	9-10-19	In house turn	Applicant turned down unit
112-3200 S Washington 429	1	9-19-19	11	10-18-19	In house turn	
112-3200 S Washington 413	1	9-19-19	11	10-18-19	In house turn	
112-3200 S Washington 308	1	9-16-19	14	10-18-19	In house turn	
112-3200 S Washington 309	1	9-16-19	14	10-18-19	In house turn	





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November 20, 2019

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

October 2019 Asset Management Monthly Report

CONTACT PERSON:

Doug Fleming
Executive Director
517-487-6550 Ext. 111

OVERVIEW:

Lansing Housing Commission ("LHC") communities had an overall occupancy rating of 96% (not including the modernization units) at the end of October. LHC Unit Months Leased (UML) was 802 (with units in MOD) or 96% occupancy rate. LHC maintained a 96% occupancy level, which meets the 96% recovery plan occupancy goal.

Mt. Vernon Park occupancy was 95% at the end of October. There were two (2) households moved in, three (3) residents moved out, and zero (0) unit transfers. The UML was 191 which equals 95%. At the end of October, Mt. Vernon had a total of 12 open work orders.

Hildebrandt Park occupancy was 98% at the end of October. There was three (3) households moved in, two (2) resident moved out, and zero (0) unit transfers. The UML was 215 which equals 98%. At the end of October, Hildebrandt had a total of 88 open work orders.

LaRoy Froh occupancy was 96% at the end of October. There was zero (0) household moved in, one (1) residents moved out, zero (0) unit transfers. The UML





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was 204 which equals 96%. At the end of October, LaRoy Froh had a total of 33 open work orders.

South Washington Park occupancy was 98% at the end of October. There were four (4) households moved in, four (4) resident moved out, and zero (0) unit transfer. The UML was 192 which equals 98%. At the end of October, South Washington had a total of 107 open work orders.

OCCUPANCY:

Site	Total Number of Units	UML Occupied 1st day of month including MOD units	Gross (including MOD Occupancy rate)	Move Ins	Move Outs	Transfer Units	Total MOD Units
Mt Vernon	202	191	95%	2	3	0	0
Hildebrandt	220	215	98%	3	2	0	0
LaRoy Froh	213	204	96%	0	1	0	1
S. Washington	197	192	98%	4	4	0	0
Totals	832	802	96%	9	10	0	1

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
Mt Vernon	\$ 30,042	\$ 31,061	\$ 0	103%
Hildebrandt	\$ 33,844	\$ 45,341.28	\$ 0	134%
LaRoy Froh	\$ 23,197	\$ 30,266	\$ 0	130%
S. Washington	\$ 31,931	\$ 32,764.98	\$ 0	103%
Totals	\$ 119,014	\$ 139,433.26	\$0	117%





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Mt. Vernon Vacant Unit Status:

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2915 Delta River	3	5-1-19	178	Ready	\$4,800	Unit is Ready.
3402 N Waverly	4	9-3-19	56	11-22-19	\$5,000	Unit offer accepted. Move in by 11-22-19.
1503 Robertson	3	8-5-19	80	Ready	\$3,000	Repairing Foundation issue.
3248 N Waverly	4	8-12-19	78	Ready	\$1,800	Unit offer accepted Move in by 11-6-19.
3836 Wilson	1	10-14-19	15	11-14-19	\$1,600	Unit offer accepted. Move in by 11-11-19
1317 Christopher	2	8-19-19	72	12-1-19	\$3,800	Eviction – Pulling from waitlist.
3270 N Waverly	2	8-19-19	72	Ready	\$1,200	Unit offer accepted. Move in by 11-22-19
3416 N Waverly	4	9-30-19	29	11-22-19	\$2,500	Unit offer accepted. Move in by 11-22-19.
4237 Balmoral	2	9-10-19	49	11-22-19	\$1,800	Unit offer pending.
3426 N Waverly	3	10-7-19	22	12-1-19	TBA	Pulling from waitlist.
3330 N Waverly	4	10-14-19	15	11-22-19	\$1,900	Pulling from waitlist.





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Hildebrandt Park Vacant Unit Status:

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103-3128-A Turner	3	9-12-19	45	10-31-19	\$1,680	Applicant did not return SD in time, pulling new applicants.
103-3206-I Turner	2	10-4-19	27	10-30-19	\$900	Waiting on flooring to be completed.
103-1914 Hoyt	2	10-16-19	14	10-31-19	\$3,100	
103-811 N Pennsylvania	2	9-15-19	45	10-25-19	\$450	Window part on back order.
103-3216-C Turner	2	9-25-19	40	11-30-19	\$10,000 +	Fire Renovation





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LaRoy Froh Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
111-2436 Reo	3	6-7-19	257	TBD	Pending	11-14 unit is getting furnace and water heater installed. Unit should be ready within the next few weeks.
111-2402 Reo	1	8-12-19	81			9-20-19 pending resident transfer from over/under housed list.
111-2518 Reo	2	8-21-19	72			9-20-19 Scope work and painting completed, pending cleaning.
111-5852 Picardy	2	10-1-19	42			11-14 unit is pending doors and cleaning and will be ready by end of next week.
111-3213 Avalon	4	10-21-19	15			11-14 unit is pending flooring and completion of scope work. Estimated completion is end of next week.
111-2446 Reo	4	11-1-19	14			11-14 unit has been painted and is pending scope work completion.
111-6270 Cooper	4	11-1-19	14			11-14 unit is pending painting and scope work.





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South Washington Park Vacant Unit Status:

Address	Br	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
112-3200 S Washington 316	1	10-17-19	14	11-22-19	In house turn	
112-3200 S Washington 237	1	10-17-19	14	11-15-19	In house turn	
112-3200 S Washington 429	1	9-19-19	42	11-15-19	In house turn	Unit was turned down waiting on applicant
112-3200 S Washington 522	1	10-1-19	30	11-22-19	In house turn	Waiting on applicant
112-3200 S Washington 136	1	10-16-19	15	12-15-19	In house turn	





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November 20, 2019

Executive Director's Report

Activities

Capital Projects

- Security Cameras
- Kitchen/Bath
- Elevator
- Asphalt fixes

Staff Changes

- LRF Assistant Manager - Open

RAD Activities

1. Disposal of Scattered Sites (Section 18)
 - Meeting with the Mayor
 - Deed changes
 - Affordability
 - Meeting with Brian McGrain 9-10-19
2. Tax Credit application submission (8/15)
 - SWP Intent to apply application (9% credits)
 - MVP Intent to apply application (4% credits)
3. PILOT update
4. Architect – Fusco, Shaffer, & Pappas, INC
5. Environmental RFP returned 8-23-2019

Other Activities

- Site visits to LHC properties
- Inventory Management review
- New vehicles proposals
- Service coordinator – Kristine Ranger
- RAD conference -HUD
- Insurance renewal (property/liability)





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**LHC Board
Sign-In Sheet
Date of Meeting: November 20, 2019**

Name	Organization	Phone #	E-mail	Speaking Y/N
<i>Vanessa Jones</i>	<i>Washington Park</i>	<i>517-296-3368</i>	<i>michiganstate 966 @msu.edu</i>	
<i>Kristine Ranger</i>	<i>LHC</i>	<i>517.974.5897</i>		<i>X</i>
<i>ANDREA Bailey</i>	<i>LIPH</i>	<i>517-372-7145</i>		
<i>Marcel Jackson</i>	<i>LIPH</i>	<i>517-574-8427</i>		

TDD/TTY #: 1-800-545-1833 Ext. 919



"Equal Housing Opportunity"



Lansing Housing Commission Annual Plan and Public Hearing Meeting
Lansing Housing Commission Board Meeting November 20, 2019

Sign-In Sheet
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