

Lansing Housing Commission
Summary Results for AUGUST FY2019

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total	COCC	HCV Admin	HCV
REVENUE:								
Total Revenue Variance - Fav (Unfav)	20,604	(2,450)	6,363	6,328	30,845	1,230	146	385,363
Tenant Revenue Variance	7,136	(6,398)	(2,669)	(3,082)	(5,013)	-	-	-
HUD Revenue Variance	8,531	2,213	3,032	9,918	23,695	1,025	10	384,687
Capital Fund Income	955	955	955	955	3,820	-	-	-
Other Income	3,981	781	5,044	(1,463)	8,343	205	136	676
Other	-	-	-	-	-	-	-	0
Budgeted Revenue	107,954	134,894	112,915	85,948	441,711	67,874	82,172	882,894
% Variance fav (unfav)	19%	-2%	6%	7%	7%	2%	0%	44%
EXPENSES:								
Total Expense Variance Unfav (Fav)	10,027	(4,438)	22,612	6,663	34,864	(8,968)	625	56,055
<i>Contributing Factors:</i>								
MERS Contribution Special					-			
Adjusted Expense Variance	10,027	(4,438)	22,612	6,663	34,864	(8,968)	625	56,055
<i>-Over spend (Under spend)</i>								
Salary Expenses	(4,062)	(355)	(2,353)	(162)	(6,932)	(10,810)	286	-
Employee Benefit Expenses	581	2,292	639	1,115	4,627	(18)	(3,295)	-
Utilities	(2,109)	257	(1,716)	(918)	(4,486)	(30)	(105)	-
Write-offs	17,357	(1,473)	5,272	(403)	20,753	-	-	-
Legal	(2,100)	(1,760)	(2,000)	(2,517)	(8,377)	-	-	-
Professional Services	4,015	3,889	3,591	(109)	11,386	(3,131)	4,527	-
Recreation/Other Services	(7,888)	(1,266)	(695)	200	(9,648)	(854)	-	-
Insurance	(285)	(1)	66	(124)	(344)	85	(97)	-
Sundry/Postage/Office Supplies	(24)	(49)	(303)	(846)	(1,222)	6,293	132	-
Management Fee	412	372	266	(100)	950	-	2	-
HAP Expense					-		-	56,055
Inspections	1,095	-	1,140	-	2,235	-	(674)	-
Maintenance Costs	2,273	(3,970)	16,299	4,018	18,620	(174)	41	-
Maintenance Contract - Unit Turns	(2,372)	(2,833)	5,269	4,445	4,508	-	-	-
Other	3,134	458	(2,862)	2,064	2,794	(329)	(192)	-
Budgeted Expense	106,772	125,282	127,947	99,392	459,393	71,443	102,785	882,881
% Variance fav (unfav)	-9%	4%	-18%	-7%	-8%	13%	-1%	-6%
Curr Mo. Actual Net Income (Loss)								
	\$ 11,759	\$ 11,600	\$ (31,281)	\$ (13,779)	\$ (21,702)	\$ 6,629	\$ (21,093)	\$ 329,321
YTD Actual Net Income (Loss) Net of CWIP								
	\$ 46,732	\$ 54,285	\$ (9,597)	\$ 24,425	\$ 115,845	\$ 31,360	\$ 17,836	\$ 289,126
Prior YR YTD Net Income (Loss)								
	\$ (2,611)	\$ 36,839	\$ 7,581	\$ (20,532)	\$ 21,277	\$ 18,034	\$ (8,521)	\$ (334,478)
Cash Balance - August								
	\$ 496,305	\$ 554,340	\$ 642,246	\$ 544,971	\$ 2,237,863	\$ 995,826	\$ 567,515	\$ 435,588
Cash Balance - July								
	\$ 512,383	\$ 588,306	\$ 721,632	\$ 550,463	\$ 2,372,784	\$ 991,707	\$ 573,765	\$ 106,600
Cash Balance - June								
	\$ 476,914	\$ 543,444	\$ 712,467	\$ 504,430	\$ 2,237,254	\$ 1,029,023	\$ 541,559	\$ 143,349

Lansing Housing Commission
Summary Results YTD for AUGUST FY2019

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total	COCC	HCV Admin	HCV
REVENUE:								
Total Revenue Variance - Fav (Unfav)	43,101	(4,483)	15,882	34,091	88,591	4,426	11,302	416,026
Tenant Revenue Variance	20,663	(11,257)	(5,184)	(4,647)	(426)	-	-	-
HUD Revenue Variance	17,063	4,426	6,065	19,837	47,390	3,951	9,683	413,474
Capital Fund Income	955	955	955	955	3,820	-	-	-
Other Income	4,421	1,393	14,046	17,946	37,807	475	1,619	2,552
Other	-	-	-	-	-	-	-	0
Budgeted Revenue	216,009	269,552	225,829	171,896	883,286	135,748	164,244	1,765,788
% Variance fav (unfav)	20%	-2%	7%	20%	10%	3%	7%	24%
EXPENSES:								
Total Expense Variance Unfav (Fav)	5,934	(27,232)	8,273	(7,603)	(20,628)	(27,743)	(17,954)	126,925
<u>Contributing Factors:</u>								
MERS Contribution Special	-	-	-	-	-	-	-	-
Adjusted Expense Variance	5,934	(27,232)	8,273	(7,603)	(20,628)	(27,743)	(17,954)	126,925
-Over spend (Under spend)								
Salary Expenses	(4,617)	310	(2,281)	(554)	(7,143)	(17,904)	2,089	-
Employee Benefit Expenses	134	4,019	(1,782)	(710)	1,662	(7,387)	(11,048)	-
Rent	-	-	-	-	-	-	-	-
Utilities	(1,334)	(60)	(1,043)	(1,106)	(3,542)	891	10	-
Write-offs	18,181	(991)	12,605	(1,006)	28,789	-	-	-
Legal	(3,350)	(2,524)	(3,900)	(5,034)	(14,807)	1,251	-	-
Professional Services	3,857	3,403	2,893	(692)	9,460	(12,525)	3,382	-
Insurance	(719)	(164)	(514)	(395)	(1,791)	2,352	(1,377)	-
Sundry/Postage/Office Supplies	390	(3,715)	(482)	(73)	(3,881)	5,747	(3,227)	-
Management Fee	718	525	572	2	1,817	-	1,936	-
HAP Expense	-	-	-	-	-	-	-	126,925
Pilot	1,597	(1,042)	(3,047)	(253)	(2,745)	-	-	-
Inspections	1,095	-	2,872	-	3,967	480	(6,174)	-
Maintenance Costs	3,104	(11,844)	16,466	1,622	9,348	(597)	(330)	-
Maintenance Contract - Unit Turns	(10,607)	(13,557)	(8,797)	1,880	(31,081)	-	-	-
Other	(2,513)	(1,593)	(5,290)	(1,285)	(10,682)	(50)	(3,216)	-
Budgeted Expense	206,444	238,016	243,035	189,165	876,661	136,557	175,665	1,765,762
% Variance fav (unfav)	-3%	11%	-3%	4%	2%	20%	10%	-7%
YTD Actual Net Income (Loss) Net of CWIP								
	\$ 46,732	\$ 54,285	\$ (9,597)	\$ 24,425	\$ 115,845	\$ 31,360	\$ 17,836	\$ 289,126
YTD Budgeted Net Income (Loss)								
	\$ 9,565	\$ 31,536	\$ (17,206)	\$ (17,269)	\$ 6,626	\$ (809)	\$ (11,421)	\$ 26
Prior YR YTD Net Income (Loss)								
	\$ (2,611)	\$ 36,839	\$ 7,581	\$ (20,532)	\$ 21,277	\$ 18,034	\$ (8,521)	\$ (334,478)

August Ratios

HCV Ratios			Prior Months	
Number of Vouchers Used	1,789		07/19	\$ 531.63
HCV 8002 Expenses	\$ 938,935.56		06/19	\$ 512.07
Average Cost Per Voucher	<u>\$ 524.84</u>		05/19	\$ 527.01

LIPH Ratios						Prior Months	
Year-to-Date Occupancy Rate	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	Total		
YTD Average Number of Units Leased	198	216	205	192	811	07/19	98.1%
Number of Possible Units	202	220	210	198	830	06/19	96.4%
Year-to-Date Occupancy Rate	<u>98.0%</u>	<u>98.2%</u>	<u>97.6%</u>	<u>97.0%</u>	<u>97.7%</u>	05/19	96.1%
Average Revenue Per Occupied Unit						07/19	\$ 613.42
Total LIPH Revenue	\$ 128,558.18	\$ 132,444.08	\$ 119,277.49	\$ 92,275.78	\$ 472,555.53	06/19	\$ 566.70
Average Revenue Per Occupied Unit	<u>\$ 649.28</u>	<u>\$ 613.17</u>	<u>\$ 581.84</u>	<u>\$ 480.60</u>	<u>\$ 582.68</u>	05/19	\$ 655.08
Average Tenant Revenue Per Occupied Unit						07/19	\$ 171.81
Total Tenant Revenue	\$ 38,930.00	\$ 35,295.00	\$ 26,590.00	\$ 29,441.00	\$ 130,256.00	06/19	\$ 169.34
Average Tenant Revenue Per Occupied Unit	<u>\$ 196.62</u>	<u>\$ 163.40</u>	<u>\$ 129.71</u>	<u>\$ 153.34</u>	<u>\$ 160.61</u>	05/19	\$ 176.76
Average Cost Per Occupied Unit						07/19	\$ 444.44
YTD Average Monthly Expenses	\$ 106,189.15	\$ 105,392.05	\$ 125,653.91	\$ 90,781.03	\$ 428,016.12	06/19	\$ 667.27
Average Cost Per Occupied Unit	<u>\$ 536.31</u>	<u>\$ 487.93</u>	<u>\$ 612.95</u>	<u>\$ 472.82</u>	<u>\$ 527.76</u>	05/19	\$ 660.14

Company Ratios						
Operating Reserves	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	COCC	HCV Admin
Bank Account Balance	\$ 496,305.45	\$ 554,339.68	\$ 642,246.35	\$ 544,971.43	\$ 995,826.02	\$ 567,515.25
YTD Expenses	\$ 212,378.29	\$ 210,784.09	\$ 251,307.81	\$ 181,562.05	\$ 108,814.36	\$ 157,710.64
Number of Months	2	2	2	2	2	2
Average Monthly Expenses	\$ 106,189.15	\$ 105,392.05	\$ 125,653.91	\$ 90,781.03	\$ 54,407.18	\$ 78,855.32
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>4.67</u>	<u>5.26</u>	<u>5.11</u>	<u>6.00</u>	<u>18.30</u>	<u>7.20</u>
Prior Months						
07/19	5.36	6.54	7.16	7.29	21.40	10.57
06/19	3.57	3.90	4.78	4.51	17.81	7.12
05/19	3.63	4.45	5.22	4.46	19.32	7.16
06/18	5.25	3.43	6.79	4.34	17.43	12.09

Lansing Housing Commission
Budget vs. Actual
Mt. Vernon
For the Period Ending August 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 84,250	\$ 63,587	\$ 20,663	\$ 63,208	\$ 381,524	\$ 317,937
Tenant Revenue - Other	9,666	5,250	4,416	7,946	31,500	26,250
Total Tenant Revenue	<u>\$ 93,916</u>	<u>\$ 68,837</u>	<u>\$ 25,079</u>	<u>\$ 71,153</u>	<u>\$ 413,024</u>	<u>\$ 344,187</u>
HUD PHA Operating Grants	164,108	147,046	17,063	157,006	882,273	735,228
CFP Operational Income	955	-	955	2,213	90,000	90,000
Fraud Recovery and Other	131	126	5	164	6,908	6,782
		-				
Total Operating Revenue	<u>\$ 259,110</u>	<u>\$ 216,009</u>	<u>\$ 43,101</u>	<u>\$ 230,536</u>	<u>\$ 1,392,205</u>	<u>\$ 1,176,196</u>
Administrative Salaries	\$ 16,838	\$ 16,997	\$ (159)	\$ 17,187	\$ 90,189	\$ 73,192
Auditing Fees	-	-	-	-	5,000	5,000
Management Fees	20,310	19,592	718	20,102	117,550	97,958
Bookkeeping Fees	2,970	2,880	90	2,956	17,280	14,400
Employee Benefits Contributions - Admin	4,626	4,008	617	6,263	22,683	18,675
Office Expenses	4,830	5,865	(1,034)	5,006	29,667	23,803
Legal	-	3,350	(3,350)	4,753	17,800	14,450
Travel	93	160	(67)	459	960	800
Other	1,100	-	1,100	446	-	-
Tenant Services - Other	(696)	3,400	(4,096)	2,100	18,200	14,800
Water	16,187	16,800	(613)	15,773	96,300	79,500
Electricity	7,306	7,200	106	7,270	43,600	36,400
Gas	4,640	5,400	(760)	5,177	49,570	44,170
Other Utilities Expense	34	100	(66)	9	6,400	6,300
Ordinary Maintenance and Operations - Labor	12,369	16,827	(4,458)	17,937	90,848	74,021
Ordinary Maintenance and Operations - Material	19,007	11,400	7,607	12,061	68,050	56,650
Ordinary Maintenance and Operations - Contrac	46,141	58,260	(12,119)	79,231	361,375	303,115
Employee Benefits Contributions - Ordinary	8,544	9,027	(484)	9,173	51,194	42,167
Protective Services - Other Contract Costs	387	400	(13)	387	2,400	2,000
Property Insurance	8,596	8,596	-	6,686	55,876	47,280
Liability Insurance	3,144	3,144	0	2,481	19,174	16,030
Workers Compensation	149	496	(347)	151	2,976	2,480
All Other Insurance	-	372	(372)	445	2,232	1,860
Other General Expenses	6,983	3,126	3,857	5,328	18,931	15,805
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	4,695	3,099	1,597	2,911	17,285	14,187
Bad debt - Tenant Rents	21,381	3,200	18,181	5,877	19,200	16,000
Interest Expense	2,746	2,746	-	2,977	15,871	13,125
Total Operating Expenses	<u>\$ 212,378</u>	<u>\$ 206,444</u>	<u>\$ 5,934</u>	<u>\$ 233,147</u>	<u>\$ 1,240,612</u>	<u>\$ 1,034,168</u>
Net Income (Loss)	<u>\$ 46,732</u>	<u>\$ 9,565</u>	<u>\$ 37,167</u>	<u>\$ (2,611)</u>	<u>\$ 151,592</u>	<u>\$ 142,028</u>

Lansing Housing Commission
Budget vs. Actual
Hildebrandt
For the Period Ending August 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 72,129	\$ 83,386	\$ (11,257)	\$ 67,286	\$ 490,116	\$ 408,730
Tenant Revenue - Other	5,713	4,335	1,378	3,388	25,415	21,080
Total Tenant Revenue	<u>\$ 77,842</u>	<u>\$ 87,721</u>	<u>\$ (9,879)</u>	<u>\$ 70,674</u>	<u>\$ 515,531</u>	<u>\$ 427,810</u>
HUD PHA Operating Grants	186,235	181,809	4,426	194,471	1,090,856	909,046
CFP Operational Income	955	-	955	2,213	80,000	80,000
Fraud Recovery and Other	37	22	15	31	6,384	6,362
Total Operating Revenue	<u>\$ 265,069</u>	<u>\$ 269,552</u>	<u>\$ (4,483)</u>	<u>\$ 267,389</u>	<u>\$ 1,692,770</u>	<u>\$ 1,423,218</u>
Administrative Salaries	\$ 17,278	\$ 17,278	\$ 0	\$ 16,159	\$ 91,588	\$ 74,310
Auditing Fees	-	-	-	-	5,000	5,000
Management Fees	22,157	21,632	525	21,887	129,795	108,162
Bookkeeping Fees	3,241	3,180	61	3,218	19,080	15,900
Employee Benefits Contributions - Admin	7,399	6,513	886	5,184	28,726	22,214
Office Expenses	5,311	7,228	(1,917)	7,906	38,815	31,587
Legal	1,036	3,560	(2,524)	3,492	26,865	23,305
Travel	154	160	(6)	47	960	800
Other	(389)	-	(389)	222	-	-
Tenant Services - Other	857	3,400	(2,543)	2,800	20,600	17,200
Water	17,413	17,266	147	18,840	96,916	79,650
Electricity	5,063	5,032	31	5,158	31,882	26,850
Gas	2,455	2,450	5	2,616	54,065	51,615
Other Utilities Expense	-	30	(30)	-	6,590	6,560
Ordinary Maintenance and Operations - Labor	19,045	18,735	310	9,702	99,518	80,783
Ordinary Maintenance and Operations - Materia	7,936	13,300	(5,364)	10,905	76,100	62,800
Ordinary Maintenance and Operations - Contrac	63,079	83,850	(20,771)	93,491	489,200	405,350
Employee Benefits Contributions - Ordinary	10,961	7,828	3,133	5,591	45,241	37,413
Protective Services - Other Contract Costs	622	616	6	614	3,696	3,080
Property Insurance	7,641	7,640	1	5,943	49,660	42,020
Liability Insurance	2,545	2,544	1	2,089	15,518	12,974
Workers Compensation	162	328	(166)	164	1,968	1,640
All Other Insurance	-	-	-	396	1,740	1,740
Other General Expenses	6,789	3,386	3,403	5,659	20,182	16,796
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	4,642	5,684	(1,042)	4,296	29,645	23,962
Bad debt - Tenant Rents	809	1,800	(991)	(793)	10,800	9,000
Interest Expense	4,576	4,576	-	4,962	26,452	21,876
Total Operating Expenses	<u>\$ 210,784</u>	<u>\$ 238,016</u>	<u>\$ (27,232)</u>	<u>\$ 230,549</u>	<u>\$ 1,420,603</u>	<u>\$ 1,182,587</u>
Net Income (Loss)	<u>\$ 54,285</u>	<u>\$ 31,536</u>	<u>\$ 22,749</u>	<u>\$ 36,839</u>	<u>\$ 272,167</u>	<u>\$ 240,631</u>

Lansing Housing Commission
Budget vs. Actual
LaRoy Froh
For the Period Ending August 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 53,334	\$ 58,518	\$ (5,184)	\$ 58,401	\$ 351,108	\$ 292,590
Tenant Revenue - Other	18,558	4,740	13,818	6,974	28,680	23,940
Total Tenant Revenue	<u>\$ 71,892</u>	<u>\$ 63,258</u>	<u>\$ 8,634</u>	<u>\$ 65,375</u>	<u>\$ 379,788</u>	<u>\$ 316,530</u>
HUD PHA Operating Grants	168,598	162,533	6,065	174,840	975,198	812,665
CFP Operational Income	955	-	955	2,213	185,000	185,000
Fraud Recovery and Other	266	38	228	630	6,480	6,442
Total Operating Revenue	<u>\$ 241,711</u>	<u>\$ 225,829</u>	<u>\$ 15,882</u>	<u>\$ 243,058</u>	<u>\$ 1,546,466</u>	<u>\$ 1,320,637</u>
Administrative Salaries	\$ 15,939	\$ 17,103	\$ (1,164)	\$ 16,828	\$ 90,487	\$ 73,384
Auditing Fees	-	-	-	-	5,000	5,000
Management Fees	21,286	20,714	572	20,051	124,285	103,571
Bookkeeping Fees	3,068	3,045	23	2,948	18,270	15,225
Employee Benefits Contributions - Admin	4,419	4,891	(472)	4,456	22,777	17,886
Office Expenses	4,889	7,355	(2,466)	8,635	36,155	28,800
Legal	100	4,000	(3,900)	4,388	24,000	20,000
Travel	-	160	(160)	98	850	690
Other	54	500	(446)	3,831	2,000	1,500
Tenant Services - Other	505	2,400	(1,895)	1,400	14,400	12,000
Water	11,360	11,400	(40)	12,045	68,400	57,000
Electricity	7,110	7,200	(90)	7,828	43,900	36,700
Gas	3,657	4,500	(843)	2,080	59,200	54,700
Other Utilities Expense	44	114	(70)	65	12,684	12,570
Ordinary Maintenance and Operations - Labor	17,286	18,403	(1,117)	20,558	97,591	79,188
Ordinary Maintenance and Operations - Materia	33,482	17,400	16,082	23,098	101,300	83,900
Ordinary Maintenance and Operations - Contrac	77,961	84,320	(6,359)	61,762	505,810	421,490
Employee Benefits Contributions - Ordinary	7,994	9,304	(1,309)	10,920	53,321	44,017
Protective Services - Other Contract Costs	590	600	(10)	590	3,600	3,000
Property Insurance	10,825	10,824	1	8,420	70,356	59,532
Liability Insurance	5,009	3,442	1,567	2,611	20,996	17,554
Workers Compensation	157	316	(159)	159	1,896	1,580
All Other Insurance	-	1,923	(1,923)	5,496	5,115	3,192
Other General Expenses	6,709	3,816	2,893	6,264	22,896	19,080
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	155	3,202	(3,047)	3,159	15,901	12,699
Bad debt - Tenant Rents	16,005	3,400	12,605	4,855	20,600	17,200
Interest Expense	2,703	2,703	-	2,931	15,625	12,922
Total Operating Expenses	<u>\$ 251,308</u>	<u>\$ 243,035</u>	<u>\$ 8,273</u>	<u>\$ 235,476</u>	<u>\$ 1,457,415</u>	<u>\$ 1,214,379</u>
Net Income (Loss)	<u>\$ (9,597)</u>	<u>\$ (17,206)</u>	<u>\$ 7,609</u>	<u>\$ 7,581</u>	<u>\$ 89,051</u>	<u>\$ 106,257</u>

Lansing Housing Commission
Budget vs. Actual
South Washington Park
For the Period Ending August 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 60,399	\$ 65,046	\$ (4,647)	\$ 59,909	\$ 390,276	\$ 325,230
Tenant Revenue - Other	1,383	3,552	(2,169)	4,277	21,312	17,760
Total Tenant Revenue	<u>\$ 61,782</u>	<u>\$ 68,598</u>	<u>\$ (6,816)</u>	<u>\$ 64,186</u>	<u>\$ 411,588</u>	<u>\$ 342,990</u>
HUD PHA Operating Grants	123,043	103,206	19,837	110,924	619,236	516,030
CFP Operational Income	955	-	955	2,213	214,299	214,299
Fraud Recovery and Other	20,207	92	20,115	1,791	6,978	6,886
Total Operating Revenue	<u>\$ 205,987</u>	<u>\$ 171,896</u>	<u>\$ 34,091</u>	<u>\$ 179,114</u>	<u>\$ 1,252,101</u>	<u>\$ 1,080,205</u>
Administrative Salaries	\$ 17,360	\$ 17,515	\$ (155)	\$ 9,202	\$ 93,170	\$ 75,655
Auditing Fees	-	-	-	-	5,000	5,000
Management Fees	19,696	19,694	2	19,694	118,162	98,469
Bookkeeping Fees	2,947	2,895	52	2,895	17,370	14,475
Employee Benefits Contributions - Admin	8,257	7,557	700	5,333	35,175	27,618
Office Expenses	4,931	4,784	147	6,454	29,183	24,399
Legal	-	5,034	(5,034)	3,855	30,202	25,169
Travel	-	-	-	31	-	-
Other	247	-	247	8,341	-	-
Tenant Services - Other	1,000	1,600	(600)	2,800	9,600	8,000
Water	31,550	35,470	(3,920)	35,888	212,820	177,350
Electricity	18,983	17,836	1,147	19,884	107,016	89,180
Gas	3,407	1,742	1,665	3,406	46,305	44,563
Other Utilities Expense	58	55	3	56	1,485	1,430
Ordinary Maintenance and Operations - Labor	18,202	18,602	(400)	25,074	99,032	80,430
Ordinary Maintenance and Operations - Material	9,365	11,358	(1,993)	13,740	66,548	55,190
Ordinary Maintenance and Operations - Contract	25,707	21,416	4,291	18,108	127,735	106,319
Employee Benefits Contributions - Ordinary	7,781	9,192	(1,411)	11,007	53,534	44,342
Protective Services - Other Contract Costs	318	318	-	280	1,908	1,590
Property Insurance	4,457	4,458	(1)	3,467	28,977	24,519
Liability Insurance	3,294	3,294	(0)	2,742	20,093	16,799
Workers Compensation	146	300	(154)	148	1,800	1,500
All Other Insurance	-	240	(240)	231	1,880	1,640
Other General Expenses	2,597	3,289	(692)	5,501	19,733	16,445
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	647	900	(253)	(12)	1,814	914
Bad debt - Tenant Rents	(6)	1,000	(1,006)	852	6,000	5,000
Interest Expense	617	617	-	669	3,568	2,951
Total Operating Expenses	<u>\$ 181,562</u>	<u>\$ 189,165</u>	<u>\$ (7,603)</u>	<u>\$ 199,646</u>	<u>\$ 1,138,110</u>	<u>\$ 948,945</u>
Net Income (Loss)	<u>\$ 24,425</u>	<u>\$ (17,269)</u>	<u>\$ 41,694</u>	<u>\$ (20,532)</u>	<u>\$ 113,990</u>	<u>\$ 131,260</u>

Lansing Housing Commission
Budget vs. Actual
AMP Consolidated
For the Period Ending August 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 270,112	\$ 270,537	\$ (426)	\$ 248,803	\$ 1,613,024	\$ 1,342,487
Tenant Revenue - Other	35,321	17,877	17,444	22,585	106,907	89,030
Total Tenant Revenue	<u>\$ 305,432</u>	<u>\$ 288,414</u>	<u>\$ 17,018</u>	<u>\$ 271,388</u>	<u>\$ 1,719,931</u>	<u>\$ 1,431,517</u>
HUD PHA Operating Grants	641,984	594,594	47,390	637,241	3,567,563	2,972,969
CFP Operational Income	3,820	-	3,820	8,853	569,299	569,299
Fraud Recovery and Other	20,641	278	20,363	2,615	26,749	26,471
Total Operating Revenue	<u>\$ 971,877</u>	<u>\$ 883,286</u>	<u>\$ 88,591</u>	<u>\$ 920,096</u>	<u>\$ 5,883,541</u>	<u>\$ 5,000,255</u>
Administrative Salaries	\$ 67,415	\$ 68,893	\$ (1,478)	\$ 59,376	\$ 365,434	\$ 296,541
Auditing Fees	-	-	-	-	20,000	20,000
Management Fees	83,449	81,632	1,817	81,734	489,792	408,160
Bookkeeping Fees	12,226	12,000	226	12,017	72,000	60,000
Employee Benefits Contributions - Administrative	24,702	22,969	1,732	21,236	109,362	86,392
Office Expenses	19,962	25,232	(5,270)	28,001	133,820	108,589
Legal Expense	1,136	15,944	(14,807)	16,488	98,867	82,924
Travel	247	480	(234)	635	2,770	2,290
Other	1,012	500	512	12,840	2,000	1,500
Tenant Services - Other	1,667	10,800	(9,133)	9,100	62,800	52,000
Water	76,510	80,936	(4,426)	82,546	474,436	393,500
Electricity	38,461	37,268	1,193	40,141	226,398	189,130
Gas	14,159	14,092	67	13,278	209,140	195,048
Other Utilities Expense	136	299	(163)	129	27,159	26,860
Ordinary Maintenance and Operations - Labor	66,902	72,567	(5,665)	73,271	386,989	314,422
Ordinary Maintenance and Operations - Material	69,790	53,458	16,332	59,804	311,998	258,540
Ordinary Maintenance and Operations - Contract	212,888	247,846	(34,958)	252,592	1,484,120	1,236,274
Employee Benefits Contributions - Ordinary	35,281	35,351	(71)	36,692	203,290	167,938
Protective Services - Other Contract Costs	1,918	1,934	(16)	1,872	11,604	9,670
Property Insurance	31,519	31,518	1	24,516	204,869	173,351
Liability Insurance	13,993	12,424	1,569	9,923	75,782	63,358
Workers Compensation	615	1,440	(825)	622	8,640	7,200
All Other Insurance	-	2,535	(2,535)	6,568	10,967	8,432
Other General Expenses	23,077	13,617	9,460	22,752	81,742	68,125
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	10,139	12,884	(2,745)	10,354	64,645	51,761
Bad debt - Tenant Rents	38,189	9,400	28,789	10,791	56,600	47,200
Interest Expense	10,642	10,642	-	11,541	61,515	50,874
Total Operating Expenses	<u>\$ 856,032</u>	<u>\$ 876,661</u>	<u>\$ (20,628)</u>	<u>\$ 898,819</u>	<u>\$ 5,256,740</u>	<u>\$ 4,380,079</u>
Net Income (Loss)	<u>\$ 115,845</u>	<u>\$ 6,626</u>	<u>\$ 109,219</u>	<u>\$ 21,278</u>	<u>\$ 626,801</u>	<u>\$ 620,176</u>

Lansing Housing Commission
Budget vs. Actual
COCC
For the Period Ending August 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 118,049	\$ 114,263	\$ 3,786	\$ 118,157	\$ 911,297	\$ 797,034
Bookkeeping Fees Income	12,160	11,995	165	12,017	71,971	59,976
Fraud Recovery and Other	9,965	9,490	475	7,000	71,070	61,580
Total Operating Revenue	\$ 140,174	\$ 135,748	\$ 4,426	\$ 137,174	\$ 1,054,338	\$ 918,590
Administrative Salaries	\$ 26,416	\$ 44,320	\$ (17,904)	\$ 59,119	\$ 233,633	\$ 189,312
Auditing Fees	-	-	-	-	5,900	5,900
Employee Benefits Contributions - Admin	8,347	15,734	(7,387)	14,690	75,063	59,329
Office Expenses	18,459	11,402	7,057	9,542	54,801	43,399
Legal	1,251	-	1,251	-	2,300	2,300
Travel	-	1,585	(1,585)	1,944	12,480	10,895
Other	13,169	16,900	(3,731)	10,339	47,344	30,444
Tenant Services - Other	4,006	-	4,006	-	1,500	-
Water	418	266	152	5,115	1,596	1,330
Electricity	2,832	1,750	1,082	3,026	10,500	8,750
Gas	74	378	(303)	(4,656)	2,268	1,890
Other Utilities Expense	29	68	(39)	39	408	340
Ordinary Maintenance and Operations - Material	-	200	(200)	-	500	300
Ordinary Maintenance and Operations - Contrac	1,137	1,104	33	1,131	5,899	4,795
Protective Services - Other Contract Costs	-	-	-	-	400	400
Property Insurance	318	320	(2)	248	1,920	1,600
Liability Insurance	113	40	73	226	240	200
Workers Compensation	93	200	(107)	94	1,200	1,000
All Other Insurance	2,388	-	2,388	10,703	-	-
Other General Expenses	29,275	41,800	(12,525)	6,376	227,800	186,000
Compensated Absences	-	-	-	-	-	-
Interest Expense	490	491	(1)	1,205	2,373	1,882
Total Operating Expenses	\$ 108,814	\$ 136,557	\$ (27,743)	\$ 119,140	\$ 688,124	\$ 550,067
Net Income (Loss)	\$ 31,360	\$ (809)	\$ 32,169	\$ 18,034	\$ 366,213	\$ 368,523

Lansing Housing Commission
Budget vs. Actual
Housing Choice Voucher
For the Period Ending August 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 2,352,237	\$ 1,929,080	\$ 423,157	\$ 1,589,355	\$ 11,574,480	\$ 9,645,400
Other Revenue	51	-	51	36	-	-
Fraud Recovery and Other	5,072	926	4,146	3,008	7,306	6,380
Total Operating Revenue	<u>\$ 2,357,360</u>	<u>\$ 1,930,006</u>	<u>\$ 427,354</u>	<u>\$ 1,592,399</u>	<u>\$ 11,581,786</u>	<u>\$ 9,651,780</u>
Administrative Salaries	\$ 60,772	\$ 58,683	\$ 2,089	\$ 62,614	\$ 304,337	\$ 245,654
Auditing Fees	-	-	-	-	25,000	25,000
Management Fees	34,600	32,664	1,936	36,423	195,982	163,318
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	13,279	24,326	(11,048)	17,816	129,885	105,559
Office Expenses	33,637	40,280	(6,643)	38,344	147,420	107,140
Legal Expense	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	200	10,500	(10,300)	-	64,000	53,500
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	115	105	10	149	630	525
Ordinary Maintenance and Operations - Material	-	-	-	-	-	-
Ordinary Maintenance and Operations - Contract	4,490	494	3,996	5,870	2,964	-
Protective services - Other Contract Costs	-	-	-	-	300	300
Property Insurance	-	-	-	-	-	-
Liability Insurance	2,545	2,597	(52)	3,134	15,582	12,985
Workers Compensation	1,183	2,508	(1,325)	1,197	15,048	12,540
All Other Insurance	-	-	-	-	-	-
Other General Expenses	6,890	3,508	3,382	4,512	22,548	19,040
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	1,892,687	1,765,762	126,925	1,772,211	10,594,572	8,828,810
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 2,050,398</u>	<u>\$ 1,941,427</u>	<u>\$ 108,971</u>	<u>\$ 1,942,269</u>	<u>\$ 11,518,267</u>	<u>\$ 9,576,840</u>
Net Income (Loss)	<u>\$ 306,962</u>	<u>\$ (11,421)</u>	<u>\$ 318,383</u>	<u>\$ (349,870)</u>	<u>\$ 63,519</u>	<u>\$ 74,940</u>

Lansing Housing Commission
1010 Mt. Vernon Park
Balance Sheet for August 2019

	Period Amount	Balance
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	35,491.60
1010-0000-111111 Chase Checking	(16,077.83)	496,305.45
1010-0000-112200 Accounts Receivable	(12,313.49)	12,716.87
1010-0000-112201 Allowance for Doubtful Accounts	1,231.35	(1,271.69)
1010-0000-112300 A/R - Due from Oliver Gardens	-	1,672.00
1010-0000-112500 Accounts Receivable HUD	-	-
1010-0000-114500 Accrued Interest Receivable	-	116.07
1010-5005-115700 Intercompany	20,550.35	(45,333.72)
1010-0000-116201 Investments Savings	-	130,750.53
1010-0000-121100 Prepaid Insurance	(5,870.06)	(0.05)
1010-0000-140000 Land	-	245,012.00
1010-0000-144000 Construction in Progress	3,850.00	17,828.83
1010-3000-144000 Construction in Progress	32,131.00	110,753.50
1010-0000-146000 Dwelling Structures	-	12,674,946.26
1010-1010-146000 Dwelling Structures	-	501,502.00
1010-0000-146500 Dwelling Equipment - Ranges &	-	406,217.97
1010-1010-146500 Dwelling Equipment - Ranges &	-	27,589.00
1010-3000-146500 Dwelling Equipment - Ranges &	-	8,823.96
1010-0000-148100 Accumulated Depreciation-Build	-	(10,742,197.46)
1010-1010-148100 Accumulated Depreciation-Build	-	(159,379.00)
1010-1010-148300 Accumulated Depreciation-Equip	-	(8,767.00)
1010-0000-150300 Deferred Outflow - MERS	-	143,287.00
TOTAL ASSETS	23,501.32	3,856,064.12
LIABILITIES		
1010-0000-200000 OPEB Liability	-	181,088.00
1010-0000-200300 Pension Liability	-	254,674.00
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	-	-
1010-0000-211343 Accounts Payable Misc	(4,094.22)	-
1010-0000-211400 Tenant Security Deposits	(828.00)	34,428.60
1010-0000-211999 Tenant Refunds	(24.00)	6,047.58
1010-0000-212000 Accrued Payroll	-	7,161.87
1010-0000-213400 Utility Accrual	-	21,658.66
1010-0000-213500 Accrued Comp Absences - Curr	-	887.35
1010-0000-213700 Payment in Lieu of Taxes	(12,523.19)	23,125.16
1010-0000-214000 Accrued Comp Absences - non curr	-	5,028.29
1010-0000-260600 Note Payable Non Curr - PNC	(2,918.89)	362,827.52
1010-0000-260601 Note Payable - Curr - PNC	-	35,569.60
TOTAL LIABILITIES	(20,388.30)	932,496.63
EQUITY		
1010-0000-280100 Invest C	-	2,433,904.00
1010-0000-280500 Unrestricted Net Assets	-	801,692.03
1010-0000-282000 Income and Expense Clearing	43,889.62	(2,012,228.74)
1010-0003-282000 Income and Expense Clearing	-	(77.99)
1010-1010-282000 Income and Expense Clearing	-	(320.14)
1010-1010-282000 Income and Expense Clearing	-	(19,356.80)
1010-3000-282000 Income and Expense Clearing	-	1,719,955.13
TOTAL EQUITY	43,889.62	2,923,567.49
TOTAL LIABILITIES & EQUITY	23,501.32	3,856,064.12

**Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for August 2019**

	Period Amount	Balance
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	36,248.00
1020-0000-111111 Chase Checking	(33,966.03)	554,339.68
1020-0000-112200 Accounts Receivable	(3,649.21)	6,592.30
1020-0000-112201 Allowance for Doubtful Accounts	364.92	(659.23)
1020-0000-112300 A/R - Due from Oliver Gardens	-	3,278.57
1020-0000-112500 Accounts Receivable HUD	-	-
1020-0000-114500 Accrued Interest Receivable	-	116.07
1020-5005-115700 Intercompany	367.83	(54,843.03)
1020-0000-116201 Investments Savings	-	130,750.53
1020-0000-121100 Prepaid Insurance	(5,093.06)	-
1020-0000-140000 Land	-	440,132.00
1020-0000-144000 Construction in Progress	28,477.87	59,094.55
1020-3000-144000 Construction in Progress	48,676.25	149,210.51
1020-0000-146000 Dwelling Structures	-	14,571,637.42
1020-1020-146000 Dwelling Structures	-	640,279.00
1020-0000-146500 Dwelling Equipment - Ranges &	-	40,799.04
1020-1020-146500 Dwelling Equipment - Ranges &	-	242,488.00
1020-0000-148100 Accumulated Depreciation-Build	-	(11,582,133.50)
1020-1020-148100 Accumulated Depreciation-Build	-	(203,490.00)
1020-1020-148300 Accumulated Depreciation-Equip	-	(77,066.00)
1020-0000-150300 Deferred Outflow - MERS	-	119,994.00
TOTAL ASSETS	35,178.57	5,076,767.91
LIABILITIES		
1020-0000-200000 OPEB Liability	-	94,792.00
1020-0000-200300 Pension Liability	-	213,273.00
1020-0000-210000 Construction Costs Payable	-	-
1020-0000-211100 Accounts Payable	-	-
1020-0000-211343 Accounts Payable Misc	(2,230.00)	-
1020-0000-211400 Tenant Security Deposits	299.00	37,252.00
1020-0000-211999 Tenant Refunds	-	3,306.74
1020-0000-212000 Accrued Payroll	-	8,480.83
1020-0000-213400 Utility Accrual	-	17,610.46
1020-0000-213500 Accrued Comp Absences - Curr	-	1,719.26
1020-0000-213700 Payment in Lieu of Taxes	(18,301.54)	32,823.89
1020-0000-214000 Accrued Comp Absences - non curr	-	9,742.49
1020-0000-260600 Note Payable Non Curr - PNC	(4,864.82)	604,712.53
1020-0000-260601 Note Payable - Curr - PNC	-	59,282.67
TOTAL LIABILITIES	(25,097.36)	1,082,995.87
EQUITY		
1020-0000-280100 Invest C	-	3,764,889.00
1020-0000-280500 Unrestricted Net Assets	-	(86,047.10)
1020-0000-282000 Income and Expense Clearing	60,275.93	(1,427,747.84)
1020-1020-282000 Income and Expense Clearing	-	(45,146.00)
1020-3000-282000 Income and Expense Clearing	-	1,787,823.98
TOTAL EQUITY	60,275.93	3,993,772.04
TOTAL LIABILITIES & EQUITY	35,178.57	5,076,767.91

**Lansing Housing Commission
1080 LaRoy Froh Townhomes
Balance Sheet for August 2019**

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	37,764.00
1080-0000-111111 Chase Checking	(79,385.58)	642,246.35
1080-0000-112200 Accounts Receivable	768.62	7,478.13
1080-0000-112201 Allowance for Doubtful Accounts	(53.96)	(724.91)
1080-0000-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	-
1080-0000-114500 Accrued Interest Receivable	-	116.07
1080-5005-115700 Intercompany	(4,827.67)	(40,879.54)
1080-0000-116201 Investments Savings	-	130,750.53
1080-0000-121100 Prepaid Insurance	(7,134.07)	-
1080-0000-140000 Land	-	499,084.00
1080-0000-144000 Construction in Progress	35,725.04	35,725.04
1080-3000-144000 Construction in Progress	15,902.50	86,029.50
1080-0000-146000 Dwelling Structures	-	12,636,231.93
1080-1080-146000 Dwelling Structures	-	520,795.00
1080-0000-146500 Dwelling Equipment - Ranges &	-	35,510.04
1080-0000-148100 Accumulated Depreciation-Build	-	(9,988,888.71)
1080-1080-148100 Accumulated Depreciation-Build	-	(165,515.00)
1080-0000-150300 Deferred Outflow - MERS	-	155,143.00
TOTAL ASSETS	(39,005.12)	4,590,865.43
LIABILITIES		
1080-0000-200000 OPEB Liability	-	152,638.00
1080-0000-200300 Pension Liability	-	275,743.00
1080-0000-210000 Construction Costs Payabe	-	-
1080-0000-211100 Accounts Payable	-	-
1080-0000-211343 Accounts Payable Misc	(1,195.00)	-
1080-0000-211400 Tenant Security Deposits	254.00	37,782.00
1080-0000-211999 Tenant Refunds	(54.00)	4,065.40
1080-0000-212000 Accrued Payroll	-	8,021.49
1080-0000-213400 Utility Accrual	-	19,823.43
1080-0000-213500 Accrued Comp Absences - Curr	-	994.71
1080-0000-213700 Payment in Lieu of Taxes	(19,757.98)	17,560.92
1080-0000-214000 Accrued Comp Absences - non curr	-	5,636.66
1080-0000-260600 Note Payable Non Curr - PNC	(2,873.64)	357,202.29
1080-0000-260601 Note Payable - Curr - PNC	-	35,018.13
TOTAL LIABILITIES	(23,626.62)	914,486.03
EQUITY		
1080-0000-280100 Invest C	-	4,031,104.00
1080-0000-280500 Unrestricted Net Assets	-	134,241.63
1080-0000-282000 Income and Expense Clearing	(15,378.50)	(1,655,101.89)
1080-1080-282000 Income and Expense Clearing	-	(26,635.00)
1080-3000-282000 Income and Expense Clearing	-	1,192,770.66
TOTAL EQUITY	(15,378.50)	3,676,379.40
TOTAL LIABILITES & EQUITY	(39,005.12)	4,590,865.43

**Lansing Housing Commission
1090 South Washington Park
Balance Sheet for August 2019**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	24,348.00
1090-0000-111111 Chase Checking	(5,491.63)	544,971.43
1090-0000-112200 Accounts Receivable	(1,104.92)	7,432.49
1090-0000-112201 Allowance for Doubtful Accounts	110.49	(743.25)
1090-0000-112500 Accounts Receivable HUD	-	-
1090-0000-114500 Accrued Interest Receivable	-	116.05
1090-5005-115700 Intercompany	(4,098.50)	(46,416.52)
1090-0000-116201 Investments Savings	-	130,750.52
1090-0000-121100 Prepaid Insurance	(3,875.51)	-
1090-0000-140000 Land	-	180,543.00
1090-3000-144000 Construction in Progress	11,474.25	156,002.25
1090-0000-146000 Dwelling Structures	-	9,530,995.25
1090-1090-146000 Dwelling Structures	-	118,722.00
1090-0000-146500 Dwelling Equipment - Ranges &	-	134,245.45
1090-0000-147000 Nondwellin Structures	-	16,575.68
1090-0000-148100 Accumulated Depreciation-Build	-	(7,566,612.44)
1090-1090-148100 Accumulated Depreciation-Build	-	(37,732.00)
1090-0000-150300 Deferred Outflow - MERS	-	142,995.00
TOTAL ASSETS	<u>(2,985.82)</u>	<u>3,336,192.91</u>
LIABILITIES		
1090-0000-200000 OPEB Liability	-	94,299.00
1090-0000-200300 Pension Liability	-	254,153.00
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	-	-
1090-0000-211343 Accounts Payable Misc	(1,026.43)	-
1090-0000-211400 Tenant Security Deposits	728.00	24,557.00
1090-0000-211999 Tenant Refunds	-	4,956.91
1090-0000-212000 Accrued Payroll	-	7,506.94
1090-0000-213400 Utility Accrual	-	48,277.38
1090-0000-213500 Accrued Comp Absences - Curr	-	2,509.20
1090-0000-213700 Payment in Lieu of Taxes	273.75	(4,302.54)
1090-0000-214000 Accrued Comp Absences - non curr	-	14,218.74
1090-0000-260600 Note Payable Non Curr - PNC	(656.19)	81,565.87
1090-0000-260601 Note Payable - Curr - PNC	-	7,996.27
TOTAL LIABILITIES	<u>(680.87)</u>	<u>535,737.77</u>
EQUITY		
1090-0000-280100 Invest C	-	3,083,846.00
1090-0000-280500 Unrestricted Net Assets	-	103,079.44
1090-0000-282000 Income and Expense Clearing	(2,304.95)	(1,495,441.37)
1090-1090-282000 Income and Expense Clearing	-	(6,072.00)
1090-3000-282000 Income and Expense Clearing	-	1,115,043.07
TOTAL EQUITY	<u>(2,304.95)</u>	<u>2,800,455.14</u>
TOTAL LIABILITES & EQUITY	<u>(2,985.82)</u>	<u>3,336,192.91</u>

**Lansing Housing Commission
5005 Central Office Cost Center
Balance Sheet for August 2019**

	Period Amount	Balance
ASSETS		
5005-0000-111105 LHC-Payroll Account	(48,550.74)	69,874.64
5005-0000-111111 Chase Checking	52,585.32	925,951.42
5005-0000-112500 Accounts Receivable HUD	-	6,500.00
5005-0000-112954 Accounts Receivables-Misc	-	1,472.05
5005-1010-115700 Intercompany	(20,550.35)	45,333.72
5005-1020-115700 Intercompany	(367.83)	54,843.03
5005-1080-115700 Intercompany	4,827.67	40,879.54
5005-1090-115700 Intercompany	4,098.50	46,416.52
5005-4001-115700 Intercompany	-	879,491.00
5005-8001-115700 Intercompany	13,570.40	(13,480.65)
5005-8002-115700 Intercompany	335.86	40,151.09
5005-8005-115700 Intercompany	297.52	(5,796.53)
5005-8010-115700 Intercompany	(4,559.93)	4,646.38
5005-8021-115700 Intercompany	-	1.00
5005-9101-115700 Intercompany	-	31,921.62
5005-0000-121100 Prepaid Insurance	1,062.89	3,486.93
5005-0000-121200 Prepaid - Other	-	-
5005-0000-140000 Land	-	190,000.00
5005-0000-144000 Construction in Progress	-	-
5005-0000-146000 Dwelling Structures	-	737,970.74
5005-0000-146500 Dwelling Equipment - Ranges &	-	364,287.34
5005-0000-148100 Accumulated Depreciation-Build	-	(1,083,579.77)
5005-0000-150102 Investment in OG	-	270,776.00
5005-0000-150300 Deferred Outflow - MERS	-	100,321.00
TOTAL ASSETS	2,749.31	2,711,467.07
LIABILITIES		
5005-0000-200000 OPEB Liability	-	89,355.00
5005-0000-200300 Pension Liability	-	178,305.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	-	-
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-212000 Accrued Payroll	-	6,156.64
5005-0000-213400 Utility Accrual	-	1,692.89
5005-0000-213500 Accrued Comp Absences - Curr	-	1,250.89
5005-0000-214000 Accrued Comp Absences - non curr	-	7,088.33
5005-0000-224000 Tenant Prepaid Rent	880.00	3,620.00
5005-0000-260700 Note Payable Non Curr - Davenport	(4,759.53)	57,844.01
5005-0000-260701 Note Payable - Curr - Davenport	-	57,631.56
TOTAL LIABILITIES	(3,879.53)	402,944.32
EQUITY		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	327,575.00
5005-0000-282000 Income and Expense Clearing	6,628.84	1,952,399.46
5005-3000-282000 Income and Expense Clearing	-	-233,906.71
TOTAL EQUITY	6,628.84	2,308,522.75
TOTAL LIABILITIES & EQUITY	2,749.31	2,711,467.07

**Lansing Housing Commission
Housing Choice Voucher
Balance Sheet for August 2019**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
8001-0000-111111 Chase Checking	(6,249.73)	567,515.25
8002-0000-111111 Chase Checking	329,699.51	435,587.72
8002-0000-112200 Accounts Receivable	(42.50)	(42.50)
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	(13,570.40)	13,480.65
8002-5005-115700 Intercompany	(335.86)	(40,151.09)
8001-0000-121100 Prepaid Insurance	(1,272.62)	-
8001-0000-146500 Dwelling Equipment - Ranges &	-	27,596.00
8001-0000-148100 Accumulated Depreciation-Build	-	(27,596.00)
8002-0000-148100 Accumulated Depreciation-Build	-	-
8001-0000-150300 Deferred Outflow - MERS	-	147,708.00
TOTAL ASSETS	<u>308,228.40</u>	<u>1,124,098.03</u>
LIABILITIES		
8001-0000-200000 OPEB Liability	-	259,087.00
8001-0000-200300 Pension Liability	-	262,531.00
8001-0000-210000 Construction Costs Payable	-	-
8001-0000-211100 Accounts Payable	-	-
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	-	-
8001-0000-211343 Accounts Payable Misc	-	-
8001-0000-212000 Accrued Payroll	-	14,984.55
8001-0000-213400 Utility Accrual	-	-
8001-0000-213500 Accrued Comp Absences - Curr	-	2,662.30
8001-0000-214000 Accrued Comp Absences - non curr	-	15,086.33
TOTAL LIABILITIES	<u>-</u>	<u>554,351.18</u>
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	(21,092.75)	489,418.63
8001-0003-282000 Income and Expense Clearing	-	(1,038.20)
8001-3000-282000 Income and Expense Clearing	-	(2,130.72)
8002-0000-280100 Invest C	-	3,047.00
8002-0000-280400 Restricted Net Assets	-	152,357.00
8002-0000-280500 Unrestricted Net Assets	-	453,953.00
8002-0000-282000 Income and Expense Clearing	329,321.15	47,685,189.79
8002-8002-282000 Income and Expense Clearing	-	(47,899,152.66)
TOTAL EQUITY	<u>308,228.40</u>	<u>569,746.85</u>
TOTAL LIABILITIES & EQUITY	<u>308,228.40</u>	<u>1,124,098.03</u>



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September 25, 2019

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

August Housing Choice Voucher (HCV) Monthly Report

CONTACT PERSON:

Kim Shirey
HCV Supervisor

Family Self Sufficiency (FSS):

The FSS Coordinator presented the program. Voucher holders must be housed before they can enroll in the program. The FSS Coordinator will follow up with all those that indicated interest once they are housed to determine if they qualify.

HCV Orientations:

LHC had three (3) orientations during the month of August 2019 and twenty-five (25) vouchers issued.

One (1) VASH orientation was held for the month of August, and four (4) 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 1,789 vouchers housed in all its programs. Fifty participants are with the Shelter Plus Care Program (S+C), 79 are housed under the Permanent Supportive Housing Program (PSH), and 136 are housed under the HUD Veterans Affairs Supportive Housing (VASH). 1,524 are housed under the Housing Choice Voucher Program.





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Voucher Utilization

July Voucher Program Total Units	1,863
July Traditional HCV Utilization	1661
July % Utilized Units	90%

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

Voucher Disbursement

HUD July HAP Disbursement	\$911,668
LHC July HAP/UAP Disbursement	\$921,361
% Voucher Funding Utilization	101%

HUD August HAP Disbursement	\$911,668
LHC August HAP/UAP Disbursement	\$915,650
% Voucher Funding Utilization	101%
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 03/01/2019. 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 zero (0) 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 five (5) 24-hour deficiencies and fifty-seven (57) 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 August 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 100%. 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 08/31/2019





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September 25, 2019

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

August 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 August. 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 August. There were one (1) households moved in, six (6) residents moved out, and zero (0) unit transfers. The UML was 191 which equals 95%. At the end of August, Mt. Vernon had a total of 14 open work orders.

Hildebrandt Park occupancy was 99% at the end of August. There was one (1) households moved in, one (1) resident moved out, and zero (0) unit transfers. The UML was 218 which equals 99%. At the end of August, Hildebrandt had a total of 84 open work orders.

LaRoy Froh occupancy was 97% at the end of August. 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 August, LaRoy Froh had a total of 36 open work orders.

South Washington Park occupancy was 98% at the end of August. There were seven (7) households moved in, three (3) resident moved out, and zero (0) unit transfer. The UML was 193 which equals 98%. At the end of August, South Washington had a total of 80 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%	1	6	0	0
Hildebrandt	220	218	99%	1	1	0	0
LaRoy Froh	213	207	97%	2	1	0	1
S. Washington	197	193	98%	7	3	0	0
Totals	832	809	97%	11	11	0	1

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
Mt Vernon	\$ 35,015	\$ 30,335	\$ 4,680	87%
Hildebrandt	\$ 36,518	\$ 46,541.71	\$ 0	127%
LaRoy Froh	\$ 27,102	\$ 32,092.10	\$ 0	123%
S. Washington	\$ 32,072	\$ 31,580	\$ 492	99%
Totals	\$ 130,707	\$ 140,548.81	\$5,172	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
3864 Wilson	1	7-18-19	39	Ready	\$950	MVP transfer
2915 Delta River	3	5-1-19	116	7-22-19	\$4,800	Unit is ready.
3816 Wilson	1	7-18-19	39	Ready	\$400	Unit is ready.
1503 Robertson	3	8-5-19	29	9-5-19	TBA	Roach infestation. Treatment was completed on 8-29-19.
4341 Glenburne	2	8-5-19	29	9-5-19	\$2,750	Abraham Alvarez-Nodarse completing rehab. Unit offer accepted.
4220 Lochinver	2	8-12-19	15	9-12-19	\$3,200	Eviction – Chris White completing rehab. Unit offer accepted.
3248 N Waverly	4	8-19-19	15	9-12-19	TBA	Eviction – Pulling from waitlist.
4223 Balmoral	2	8-19-19	9	9-19-19	TBA	Eviction – Pulling from waitlist.
1317 Christopher	2	8-19-19	9	9-19-19	TBA	Eviction – Pulling from waitlist.
3352 N Waverly	4	8-19-19	9	9-19-19	TBA	Eviction – Pulling from waitlist.
3270 N Waverly	2	8-19-19	9	9-19-19	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	NA





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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	17	9-10-19	In house turn	
112-3200 S Washington 230	1	8-1-19	30	9-10-19	In house turn	Waiting on applicant to sign lease
112-3200 S Washington 222	1	8-9-19	22	9-10-19	In house turn	Had to be treated for pest
112-3200 S Washington 231	1	8-29-19	2	9-10-19	In house turn	





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September 25, 2019 Executive Director's Report

Activities

Capital Projects

- Security Cameras
- Kitchen/Bath
- Elevator

Staff Changes

- Maintenance Tech – open position
- LRF – Assistant Manager

RAD Activities

1. Disposal of Scattered Sites
2. PILOT Renewed

Other Activities

- Site visits to LHC properties
- Inventory Management review
- Paychex/ADP Consulting
- Emphasis Software upgrades
- MI-NAHRO Conference
- PHADA Conference – Jan 5-9, 2020
- 2018-19 Audit





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**LHC Board
Sign-In Sheet
Date of Meeting: September 25, 2019**

Name	Organization	Phone #	E-mail	Speaking Y/N
ANDREA Bailey	LIPH	517-372-7145	ANDREAB@lanshc.org	
Kim Shirey	HCV	487-0242	Kims@lanshc.org	
Don 'Yippee' Siler	SWP	517-286-3368		
Marcus Hardy	LIPH	517-862-0855	marcush@lanshc.org	
Marcel Jackson	LIPH	517-574-8427	marcelj@lanshc.org	
Marshall Brice	LIPH	517-373-4290	marshallb@lanshc.org	
Steve Raiche	COCC		Stevenr@lanshc.org	

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 September 25, 2019

Sign-In Sheet

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