



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

Agenda
Lansing Housing Commission
June 26, 2019

Call to Order

1. Roll Call
2. Approval of Minutes of May 21, 2019

Action Items:

Approve the following LHC Policies presented last month for review:

- LHC Electronic File storage Policy
- LHC FOIA Policy
- LHC Investment Policy
- LHC Process for Write-offs and Collections Policy
- LHC Social Security Confidentiality Policy
- LHC Workplace Misconduct Policy

Resolution No. 1313 - Review and approval of the 2020-2021 Budget.

Informational Items:

- a. Policies for your review and approval at our next meeting:
 - LHC Bed Bug Policy
 - LHC Code of Conduct Policy
 - LHC Credit Card Policy
 - LHC HCV De-Concentration Policy
 - LHC Smoke Free Property Policy
 - LHC Smoke Free Workplace Policy
 - LHC Substance Abuse and Drug Free Workplace
 - LHC Vehicle Policy
- b. Finance Report May 2019 Steven Raiche
- c. Housing Choice Voucher May 2019





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d. Asset Management Report May 2019

- Mt. Vernon (MVP) & Scattered Sites AMP 102
- Hildebrandt (HP), Forrest, Hoyt AMP 103
- LaRoy Froh (LRF) & Scattered Sites AMP 111
- South Washington (SWP) & Scattered Sites AMP 112

Discussion Items:

Other Items:

4. Executive Director's Comments.
5. President's Comments
6. Public Comment – limit 3 minutes per person.
7. Adjournment.





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Minutes of the May 21, 2019

Commissioner Robinson called the meeting to order at 5:32 p.m. Mr. Fleming, called the roll.

PRESENT AT ROLL CALL: Commissioners Ryan Robinson, Emma Henry, Don Sober - phone and Loria Hall, Rhett Huyck - absent.

STAFF:

Marcus Hardy	Marcel Jackson
Marshall Brice	Kim Shirey
Douglas Fleming	Andrea Bailey
Steven Raiche	

Guests:

See List

Commissioner Henry moved and Commissioner Sober seconded a motion to approve the minutes of the April 24, 2019 commission meeting. **The Motion was approved by all members present.**

Action Items:

Resolution No. 1311 – LHC Procurement Policy

HUD made recent changes to the Procurement Policy; the limits have been increased. LHC is requesting to increase limits as well. HUD revised limit to \$250,000 for which the PHA would complete an RFP for Board Approval. Micro Purchase request to increase to \$10,000, Small Purchase \$10,000-\$249,999. Anything over \$250,000 requires RFP and Board approval. Ryan request an amendment to policy to include Board threshold at \$150,000. Commissioner Sober supports. Commissioner Harvey Supports also.

Commissioner Robinson motioned for approval, Commissioner Sober seconded. Approved by all members present.

Resolution No. 1312 – Kitchen and Bath Reno

This project is already budgeted for, it is currently in the approved capital plan. Board approval needed. LHC has had three bidders, First Contracting was awarded the bid. This renovation includes \$70,000 for each AMP. Each AMP manager identified, by address, units requested to be completed. No renovations to the scattered sites due to movement to RAD. LHC plans to release the scattered sites.





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Commissioner Henry motioned for approval, Commissioner Sober seconded. Approved by all members present.

Informational Item:

Review and approve the following LHC Policies:

- LHC Electronic File Storage Policy
- LHC FOIA Policy
- LHC Investment Policy
- LHC Process for Write-Offs and Collections Policy
- LHC Social Security Confidentiality Policy
- LHC Workplace Misconduct Policy

Commissioners acknowledge receipt of policies. NOTE: Commissioners can review and amend these policies at any time. Commissioners agree to review policies over the next couple of weeks and will be prepared to include next month as an action item.

Written Informational Reports were provided as follows:

Finance Report – April 2019 – Steven Raiche

Mr. Raiche provided a brief overview of the April 2019 Finance Reports. Steven also discussed the sheet of financial ratios.

- Occupancy rates are up this year; this is reflected in the favorable revenue numbers compared to that budgeted.
- Salary expense is down compared to budget all year.
- Benefit package payment made in April and is reflected in this report.
- Maintenance costs continue to occur throughout the year compared to what has been budgeted. The big picture is that this brings AMPS up to standards.
- Ratio: prior months there were numbers presented in June of 2018, these numbers were skewed. This is the fiscal year end and can make numbers difficult to compare.
- Commissioner Robinson states that Commissioner Henry and Hall will attend finance meetings.





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Housing Choice Voucher (HCV) Report – April 2019

Kim Shirey provided a brief overview of the April 2019 HCV Reports.

- As of last week, HCV was invited from the City of Lansing to attend a program to celebrate efforts achieved to address veterans' homelessness. An award was given to LHC – HCV.
- Doug – 5 groups were awarded for their contribution to end veteran homelessness. Three Continuums of Care locations in State of Michigan, we have systems in place to identify, house and provide services to continue living in housing for veterans. LHC – HCV was very instrumental in building this.
- HCV will attend a Stand Down put on by Holy Cross Services – This is where several agencies provide necessities for daily living to veterans – this will be held 5/22/19 at UAW Hall on Clare St. HCV will supply toilet paper at the Stand Down.
- A Shelter Plus Care Program – this is a separate voucher program designated to provide housing and supportive services for homeless persons with disabilities. CMH does the referrals to HCV for this program. HCV currently houses 55 households under this program.

Asset Management Report – March 2019

Mt. Vernon (MVP) & Scattered Sites, AMP 102 – Marcel Jackson, MVP had an occupancy rate of 94% at the end of April. There was four (4) move-in, two (2) move -outs and zero (0) transfers. There were 16 open work orders.

The current occupancy rate is 96%. There are 8 vacancies, two (2) market ready. There are 16 open work orders. Average work order is 21 days old.
Positive Note: Basketball court construction will begin next week.

Hildebrandt (HP) & Scattered Sites, AMP 103 – Andrea Baily, HP had an occupancy rate of 99% at the end of April. There were three (3) move-ins, three (3) move-outs and zero (0) transfers. There were 42 open work orders.

The current occupancy rate is 98%. There are 46 open work orders. Average work





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order is 30 days old.

Positive Note: Hildebrandt Park began a food program for the residents May 13th, 2019. Residents have the opportunity to take items they are in need of.

LaRoy Froh (LRF) & Scattered Sites, AMP 111 – Marshall Brice,
LRF had an occupancy rate of 99% at the end of April. There was one (1) move-in, zero (0) move-outs and two (2) transfers. There were 52 open work orders.

The current occupancy rate is 98%. Two (2) residents will move in by 5/31/19. There were 40 open work orders.

Positive Note: Community LED lighting has been installed. Fire unit construction is under way, will begin 5/28/19.

So. Washington (SWP) & Scattered Sites, AMP 112 – Marcus Hardy,
SWP had an occupancy rate of 98% at the end of April. There were three (3) move-ins, five (5) move-out and zero (0) transfers. There were 89 open work orders.

The current occupancy rate is 98%. There were four (4) vacancies. 73 work orders that are open. Average work order time is 63 days.

Positive Note: Received flyers for health bus coming to SWP June 11th, 2019.

Doug – Mulch will be added to all the sites by the end of the month.

Discussion Items: None

Other Items: Doug Fleming's Contract

Independent Contractor Agreement: Doug reviewed this with attorney, no edits have been made. This Contract is for Doug's interim to be extended for a 12-month period.

Commissioner Henry moved, Commissioner Sober seconded. Approved by all members present.

Also discussed was the agreement for Doug to use LHC space and supplies when he is on site for other work. Doug agreed to this with the assistance of legal counsel. No changes or amendments made. Commissioner Henry moved, Commissioner Sober seconded. Approved by all members present.





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Executive Director's Comments:

Activities

- Security Cameras
 - Completed most of the work at SWP, the contractor will then move to the next AMP.
- Kitchen/Bath
 - This RFP has been approved.
- Elevator
 - Moving forward with this project, will be implementing in the next couple of weeks.
- MVP basketball court
 - Will be resurfaced next week, summer recreational program for LHC residents and community members will begin Mid-June.
- Landscaping
 - All Locations will be done
- Asphalt repairs – All locations
 - Current finalizing asphalt repairs, contractors marked driveways and parking lots. Concrete contractor did preliminary work last fall and grinded down trip hazards. This work is in relation to REAC inspections to increase REAC score.

Staff Changes

- Maintenance opening – LRF
 - Continued opening, maintenance from other sites have assisted to keep LRF work orders down.
- Finance director update
 - Steven is presently filling in for this position. Looking at other alternatives for this position, some skill sets may not be required. Will potentially outsource HR for payroll.

RAD Activities

- Disposal of Scattered Sites
 - Researching how this will be done, HUD and Doug are in communication regarding Section 18 – outright sale of the properties and can use capital in the RAD process to reduce debt in sites.
 - As stated previously, the current residents will have an option to buy the unit. The current residents could also work with MSHDA for assistance with buying the home.





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- Commissioner Henry asked if the scattered homes would be sold at market value, this has yet to be determined.

RAD application Submission

- Resident Meetings
 - These are required prior to submitting the application.
- Resident Information Notices (RIN)
 - This is also required prior to submission.
 - A relocation specialist will be included in the resident meetings to ensure that HUD guidelines are being met.

Development team

- Team of consultants – wide variety such as environmental, architect, contractors, etc. This team will begin to be built. This will be procured in alignment with the Procurement Policy.
- Criteria for each vendor will be developed also.

Develop timelines/responsibilities

- This is in the works.

HUD repositioning meeting

- HUD repositioning meeting (conference call with HUD, Doug, CCA) to discuss repositioning of the assets.

City of Lansing Meeting

- Will meet with City of Lansing staff Brian McGrain – Economic Development on June 19th CCA will present information to the City of Lansing. LHC will look for areas to partner with the City of Lansing. City council approval may be required for some items.

SWP and MVP scored the best as most likely to be funded, submission in October for these two properties. HP and LRF will be submitted at a future date (April or May of 2020).

Other Activities:

- Site visits to LHC properties
 - Ryan joined Doug on a couple site visits this past month.
- AP processing revision/improvements
 - System will be implemented to get invoices paid faster





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- Budget development 2019
 - 99-9% completed, Dickie May has joined again with Dawn's absence.
- COL summer program
 - Mentioned above.
- Unemployment hearing
- COL Award Ending Veteran Homelessness
 - Mentioned above by Kim
- Paychex Consulting
 - Providing a proposal for services for benefits.
- Technology Updates (computers, servers, Elite & Happy)
 - Will update 10 computers and software needs to be updated. A server died and another server is dying.

President's Comments:

Reminder: Commissioners would like a heads up for onsite activities so that they have the opportunity to join.

Happy to see progress on work orders, low numbers and low average,

Search for new ED is tabled at the moment. Skillset of ED for RAD will be different than the LIPH Model. The Mayor wants to continue to be in the process of this search.

Public Comment: limit 3 minutes per person – none

Other Business: None






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Adjournment: The meeting was adjourned at 6:26 p.m.

 Date 6-26-2019
Ryan Robinson, Chair

 Date 6-26-19
Doug Fleming, Acting Secretary





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June 26, 2019

**Lansing Housing Commission
419 Cherry St.
Lansing, Michigan 48933**

HONORABLE MEMBERS IN SESSION:

SUBJECT:

**Approval of Lansing Housing Commission's FY2020 Operating Budgets
Resolution No. 1313**

RECOMMENDATION:

Staff recommends approval of Resolution No.1313 which approves Lansing Housing Commission's FY2020 Fiscal Year Operating Budget for all Programs, Low Income Public Housing AMPS, Housing Choice Voucher, and Central Office Cost Center.

CONTACT PERSON:

Doug Fleming
Executive Director
(517) 372-7996

SUMMARY:

The program budgets reflect anticipated expenditures based on prior year actuals, anticipated rate changes and program changes.

BACKGROUND:

The Code of Federal Regulations under Title 24 Part 990 (The Public Housing Operating Fund Program) requires Board approval of all operating budgets before the fiscal year commences. The resulting Board resolution must be filed at the local field office as HUD-form 52574. The attached budgets for the Low Income Public Housing Program ("LIPH"), Housing Choice Voucher Program ("HCV") and Central Office Cost Center ("COCC") are compliant with this HUD requirement.

FINANCIAL CONSIDERATION:

These budget projections are based on last year's actual operating expenses, projected staffing configurations, and HUD funding projections. The budget for each business unit projects a break even or better position.



POLICY CONSIDERATIONS:

One of the major governance responsibilities of the Board is to set policy for LHC.
Approval of the budget falls within the Board governance responsibilities.

Respectfully Submitted,



Doug Fleming, Secretary to the Board
Lansing Housing Commission





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Resolution No. 1313

Adopted by the Lansing Housing Commission

June 26, 2019

BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:

The Lansing Housing Commission's FY2020 Annual Budget for Low Income Public Housing, Housing Choice Voucher and Central Office Cost Center, are approved as presented. Doug Fleming, in his capacity as the Executive Director or his designee is authorized to administer the budgets in accordance with HUD rules, regulations and guidelines.


Ryan Robinson, Chair

Yeas 5

Nays —

Abstentions —

Attest


Secretary

For Clerks Use Only

Resolution No: 1313
Date Adopted: 6/26/2019



LANSING HOUSING COMMISSION

MT VERNON

Budget for FY2020

Summary Account	Total	Prior Yr Proj	Diff Inc (Dec)	% Cha
INCOME:				
1Tenant Rental Revenue Total	381,524	365,608	15,916	4%
2Tenant Revenue - Other Total	31,500	45,989	(14,489)	-52%
Bookkeeping Fees Income Total	-	-	-	0%
CFP Operational Income Total	90,000	186,381	(96,381)	-52%
Fraud Recovery and Other Total	6,908	7,519	(611)	-25%
HUD PHA Operating Grants Total	882,273	937,510	(55,237)	-6%
Management Fees Income Total	-	-	-	0%
330011 Administrative Fees	-	-	-	
340200 HUD PHA Grants (hard costs)	-	52,107	(52,107)	-100%
TOTAL OPERATING INCOME	1,392,205	1,595,113	(202,908)	-13%
EXPENSES:				
01Administrative Salaries Total	90,189	89,558	631	1%
02Auditing Fees Total	5,000	5,000	-	-100%
03Management Fees Total	117,550	118,286	(736)	-1%
04Bookkeeping Fees Total	17,280	17,392	(112)	-1%
05Employee Benefits Contributions - Admin Total	22,683	28,674	(5,991)	-25%
06Office Expenses Total	29,667	28,539	1,128	361%
07Legal Total	17,800	22,351	(4,551)	-20%
08Travel Total	960	968	(8)	-1%
09Other Total	-	2,026	(2,026)	-200%
10Tenant Services - Other Total	18,200	21,653	(3,453)	-16%
11Water Total	96,300	86,595	9,705	21%
12Electricity Total	43,600	43,031	569	1%
13Gas Total	49,570	54,937	(5,367)	-10%
14Other Utilities Expense Total	6,400	7,987	(1,587)	-20%
15Ordinary Maintenance and Operations - Labor Total	90,848	89,342	1,506	2%
16Ordinary Maintenance and Operations - Material Total	68,050	140,465	(72,415)	-189%
17Ordinary Maintenance and Operations - Contracts Total	361,375	526,047	(164,672)	199%
18Employee Benefits Contributions - Ordinary Total	51,194	67,989	(16,795)	-25%
19.1Housing Assistance Payments Total	-	-	-	0%
19Protective Services - Other Contract Costs Total	2,400	2,370	30	1%
20Property Insurance Total	55,876	49,284	6,592	13%
21Liability Insurance Total	19,174	18,069	1,106	6%
22Workers Compensation Total	2,976	1,298	1,678	129%
23All Other Insurance Total	2,232	2,101	131	6%
24Other General Expenses Total	18,931	19,573	(642)	-3%
26Payment in Lieu of Taxes Total	17,285	14,817	2,469	17%
27Bad debt - Tenant Rents Total	19,200	32,877	(13,677)	-42%
29Depreciation Expense Total	-	-	-	0%
30Interest Expense Total	15,871	17,421	(1,550)	-9%
OPERATING EXPENSES	1,240,612	1,508,651	(268,039)	-18%
Total Net Income / (Loss)	151,592	86,462	65,131	75%
Total Net Income / (Loss) w/o Depreciation	151,592	86,462	65,131	

LANSING HOUSING COMMISSION

HILDEBRANDT

Budget for FY2020

Summary Account	Total	Prior Yr Proj	Diff Inc (Dec)	% Cha
INCOME:				
1Tenant Rental Revenue Total	490,116	458,255	31,861	7%
2Tenant Revenue - Other Total	25,415	33,905	(8,490)	-83%
Bookkeeping Fees Income Total	-	-	-	0%
CFP Operational Income Total	80,000	179,538	(99,538)	-55%
Fraud Recovery and Other Total	6,384	7,259	(876)	-39%
HUD PHA Operating Grants Total	1,090,856	1,159,486	(68,631)	-6%
Management Fees Income Total	-	-	-	0%
330011 Administrative Fees	-	-	-	
340200 HUD PHA Grants (hard costs)	-	53,061	(53,061)	-100%
TOTAL OPERATING INCOME	1,692,770	1,891,505	(198,735)	-11%
EXPENSES:				
01Administrative Salaries Total	91,588	80,581	11,007	14%
02Auditing Fees Total	5,000	5,000	-	-100%
03Management Fees Total	129,795	131,873	(2,078)	-2%
04Bookkeeping Fees Total	19,080	19,390	(310)	-2%
05Employee Benefits Contributions - Admin Total	28,726	32,230	(3,504)	-5%
06Office Expenses Total	38,815	33,875	4,940	-105%
07Legal Total	26,865	24,980	1,885	8%
08Travel Total	960	492	468	95%
09Other Total	-	1,297	(1,297)	-200%
10Tenant Services - Other Total	20,600	23,540	(2,940)	-12%
11Water Total	96,916	94,151	2,765	6%
12Electricity Total	31,882	31,400	482	2%
13Gas Total	54,065	51,606	2,459	5%
14Other Utilities Expense Total	6,590	10,109	(3,519)	-35%
15Ordinary Maintenance and Operations - Labor Total	99,518	75,642	23,876	32%
16Ordinary Maintenance and Operations - Material Total	76,100	74,062	2,038	-11%
17Ordinary Maintenance and Operations - Contracts Total	489,200	624,863	(135,663)	-176%
18Employee Benefits Contributions - Ordinary Total	45,241	58,877	(13,636)	8%
19.1Housing Assistance Payments Total	-	-	-	0%
19Protective Services - Other Contract Costs Total	3,696	3,849	(153)	-4%
20Property Insurance Total	49,660	43,808	5,852	13%
21Liability Insurance Total	15,518	14,724	794	5%
22Workers Compensation Total	1,968	1,414	554	39%
23All Other Insurance Total	1,740	1,973	(233)	-12%
24Other General Expenses Total	20,182	22,868	(2,686)	-12%
26Payment in Lieu of Taxes Total	29,645	27,252	2,393	9%
27Bad debt - Tenant Rents Total	10,800	8,577	2,223	26%
29Depreciation Expense Total	-	-	-	0%
30Interest Expense Total	26,452	29,035	(2,583)	-9%
OPERATING EXPENSES	1,420,603	1,527,467	(106,865)	-7%
Total Net Income / (Loss)	272,167	364,037	(91,870)	-25%
Total Net Income / (Loss) w/o Depreciation	272,167	364,037	(91,870)	

LANSING HOUSING COMMISSION

LaROY FROH

Budget for FY2020

Summary Account	Total	Prior Yr Proj	Diff Inc (Dec)	% Cha
INCOME:				
1Tenant Rental Revenue Total	351,108	353,037	(1,929)	-1%
2Tenant Revenue - Other Total	28,680	27,351	1,329	76%
Bookkeeping Fees Income Total	-	-	-	0%
CFP Operational Income Total	185,000	185,538	(538)	0%
Fraud Recovery and Other Total	6,480	5,631	849	6%
HUD PHA Operating Grants Total	975,198	1,040,182	(64,983)	-6%
Management Fees Income Total	-	-	-	0%
330011 Administrative Fees	-	-	-	
340200 HUD PHA Grants (hard costs)	-	51,512	(51,512)	-100%
TOTAL OPERATING INCOME	1,546,466	1,663,251	(116,785)	-7%
EXPENSES:				
01Administrative Salaries Total	90,487	85,644	4,843	6%
02Auditing Fees Total	5,000	5,000	-	-100%
03Management Fees Total	124,285	120,796	3,489	3%
04Bookkeeping Fees Total	18,270	17,678	592	3%
05Employee Benefits Contributions - Admin Total	22,777	33,583	(10,806)	-34%
06Office Expenses Total	36,155	43,285	(7,130)	93%
07Legal Total	24,000	26,271	(2,271)	-9%
08Travel Total	850	79	771	978%
09Other Total	2,000	2,825	(825)	-62%
10Tenant Services - Other Total	14,400	19,555	(5,155)	-26%
11Water Total	68,400	69,208	(808)	-6%
12Electricity Total	43,900	42,374	1,526	4%
13Gas Total	59,200	51,855	7,345	14%
14Other Utilities Expense Total	12,684	14,639	(1,955)	-13%
15Ordinary Maintenance and Operations - Labor Total	97,591	109,395	(11,804)	-11%
16Ordinary Maintenance and Operations - Material Total	101,300	129,419	(28,119)	16%
17Ordinary Maintenance and Operations - Contracts Total	505,810	615,708	(109,898)	-140%
18Employee Benefits Contributions - Ordinary Total	53,321	77,479	(24,158)	-41%
19.1Housing Assistance Payments Total	-	-	-	0%
19Protective Services - Other Contract Costs Total	3,600	3,702	(102)	-3%
20Property Insurance Total	70,356	62,062	8,294	13%
21Liability Insurance Total	20,996	19,663	1,333	7%
22Workers Compensation Total	1,896	1,369	527	39%
23All Other Insurance Total	5,115	8,196	(3,081)	-38%
24Other General Expenses Total	22,896	22,005	891	4%
26Payment in Lieu of Taxes Total	15,901	16,645	(744)	-4%
27Bad debt - Tenant Rents Total	20,600	22,845	(2,245)	-10%
29Depreciation Expense Total	-	-	-	0%
30Interest Expense Total	15,625	17,151	(1,526)	-9%
OPERATING EXPENSES	1,457,415	1,638,429	(181,014)	-11%
Total Net Income / (Loss)	89,051	24,822	64,229	259%
Total Net Income / (Loss) w/o Depreciation	89,051	24,822	64,229	

LANSING HOUSING COMMISSION

SO. WASHINGTON

Budget for FY2020

Summary Account	Total	Prior Yr Proj	Diff Inc (Dec)	% Cha
INCOME:				
1Tenant Rental Revenue Total	390,276	381,296	8,980	2%
2Tenant Revenue - Other Total	21,312	28,685	(7,373)	-165%
Bookkeeping Fees Income Total	-	-	-	0%
CFP Operational Income Total	214,299	441,020	(226,721)	-51%
Fraud Recovery and Other Total	6,978	13,943	(6,965)	-102%
HUD PHA Operating Grants Total	619,236	660,019	(40,783)	-6%
Management Fees Income Total	-	-	-	0%
330011 Administrative Fees	-	-	-	
340200 HUD PHA Grants (hard costs)	-	59,766	(59,766)	-100%
TOTAL OPERATING INCOME	1,252,101	1,584,729	(332,628)	-21%
EXPENSES:				
01Administrative Salaries Total	93,170	73,478	19,692	27%
02Auditing Fees Total	5,000	5,000	-	-100%
03Management Fees Total	118,162	117,246	916	1%
04Bookkeeping Fees Total	17,370	17,238	132	1%
05Employee Benefits Contributions - Admin Total	35,175	39,822	(4,647)	2%
06Office Expenses Total	29,183	51,534	(22,351)	-264%
07Legal Total	30,202	27,054	3,148	12%
08Travel Total	-	(859)	859	0%
09Other Total	-	1,256	(1,256)	-100%
10Tenant Services - Other Total	9,600	15,561	(5,961)	-38%
11Water Total	212,820	202,171	10,649	11%
12Electricity Total	107,016	107,017	(1)	0%
13Gas Total	46,305	52,442	(6,137)	-12%
14Other Utilities Expense Total	1,485	1,692	(207)	-12%
15Ordinary Maintenance and Operations - Labor Total	99,032	125,173	(26,141)	-21%
16Ordinary Maintenance and Operations - Material Total	66,548	77,338	(10,790)	117%
17Ordinary Maintenance and Operations - Contracts Total	127,735	195,610	(67,875)	-379%
18Employee Benefits Contributions - Ordinary Total	53,534	97,184	(43,650)	-63%
19.1Housing Assistance Payments Total	-	-	-	0%
19Protective Services - Other Contract Costs Total	1,908	2,815	(907)	-32%
20Property Insurance Total	28,977	25,555	3,422	13%
21Liability Insurance Total	20,093	19,101	993	5%
22Workers Compensation Total	1,800	1,272	528	41%
23All Other Insurance Total	1,880	1,756	124	7%
24Other General Expenses Total	19,733	23,520	(3,787)	-16%
26Payment in Lieu of Taxes Total	1,814	1,322	492	37%
27Bad debt - Tenant Rents Total	6,000	6,451	(451)	-7%
29Depreciation Expense Total	-	-	-	0%
30Interest Expense Total	3,568	3,926	(358)	-9%
OPERATING EXPENSES	1,138,110	1,291,673	(153,563)	-12%
Total Net Income / (Loss)	113,990	293,055	(179,065)	-61%
Total Net Income / (Loss) w/o Depreciation	113,990	293,055	(179,065)	

LANSING HOUSING COMMISSION

LIPH CONSOLIDATED

Budget for FY2020

Summary Account	Total	Prior Yr Proj	Diff Inc (Dec)	% Cha
INCOME:				
1Tenant Rental Revenue Total	1,613,024	1,558,195	54,829	4%
2Tenant Revenue - Other Total	106,907	135,930	(29,023)	-141%
Bookkeeping Fees Income Total	-	-	-	0%
CFP Operational Income Total	569,299	992,478	(423,179)	-43%
Fraud Recovery and Other Total	26,749	34,352	(7,603)	-46%
HUD PHA Operating Grants Total	3,567,563	3,797,196	(229,634)	-6%
Management Fees Income Total	-	-	-	0%
330011 Administrative Fees	-	-	-	
340200 HUD PHA Grants (hard costs)	-	216,447	(216,447)	-100%
TOTAL OPERATING INCOME	5,883,541	6,734,597	(851,056)	-13%
EXPENSES:				
01Administrative Salaries Total	365,434	329,260	36,174	11%
02Auditing Fees Total	20,000	20,000	-	-100%
03Management Fees Total	489,792	488,201	1,591	0%
04Bookkeeping Fees Total	72,000	71,698	302	0%
05Employee Benefits Contributions - Admin Total	109,362	134,309	(24,947)	-15%
06Office Expenses Total	133,820	157,233	(23,412)	-122%
07Legal Total	98,867	100,656	(1,789)	-2%
08Travel Total	2,770	680	2,090	307%
09Other Total	2,000	7,404	(5,404)	-73%
10Tenant Services - Other Total	62,800	80,309	(17,509)	-22%
11Water Total	474,436	452,125	22,311	9%
12Electricity Total	226,398	223,822	2,576	1%
13Gas Total	209,140	210,840	(1,700)	-1%
14Other Utilities Expense Total	27,159	34,427	(7,268)	-21%
15Ordinary Maintenance and Operations - Labor Total	386,989	399,553	(12,564)	-3%
16Ordinary Maintenance and Operations - Material Total	311,998	421,284	(109,286)	-47%
17Ordinary Maintenance and Operations - Contracts Total	1,484,120	1,962,228	(478,108)	-187%
18Employee Benefits Contributions - Ordinary Total	203,290	301,528	(98,238)	-35%
19.1Housing Assistance Payments Total	-	-	-	0%
19Protective Services - Other Contract Costs Total	11,604	12,736	(1,132)	-9%
20Property Insurance Total	204,869	180,709	24,160	13%
21Liability Insurance Total	75,782	71,556	4,226	6%
22Workers Compensation Total	8,640	5,353	3,287	61%
23All Other Insurance Total	10,967	14,026	(3,059)	-22%
24Other General Expenses Total	81,742	87,966	(6,224)	-7%
26Payment in Lieu of Taxes Total	64,645	60,035	4,610	8%
27Bad debt - Tenant Rents Total	56,600	70,749	(14,149)	-20%
29Depreciation Expense Total	-	-	-	0%
30Interest Expense Total	61,515	67,533	(6,017)	-9%
OPERATING EXPENSES	5,256,740	5,966,220	(709,481)	-12%
Total Net Income / (Loss)	626,801	768,377	(141,575)	-18%
Total Net Income / (Loss) w/o Depreciation	626,801	768,377	(141,575)	

LANSING HOUSING COMMISSION

HCV CONSOLIDATED

Budget for FY2020

Summary Account	Total	Prior Yr Proj	Diff Inc (Dec)	% Cha
INCOME:				
1Tenant Rental Revenue Total	-	-	-	0%
2Tenant Revenue - Other Total	-	-	-	0%
Bookkeeping Fees Income Total	-	-	-	0%
CFP Operational Income Total	-	-	-	0%
Fraud Recovery and Other Total	7,306	8,888	(1,582)	-169%
HUD PHA Operating Grants Total	11,574,480	11,307,847	266,633	4%
Management Fees Income Total	-	-	-	0%
330011 Administrative Fees	-	-	-	
340200 HUD PHA Grants (hard costs)	-	-	-	
TOTAL OPERATING INCOME	11,581,786	11,316,735	265,051	2%
EXPENSES:				
01Administrative Salaries Total	304,337	309,943	(5,606)	-2%
02Auditing Fees Total	25,000	25,000	-	-100%
03Management Fees Total	195,982	200,878	(4,896)	-2%
04Bookkeeping Fees Total	-	-	-	0%
05Employee Benefits Contributions - Admin Total	129,885	139,419	(9,534)	-15%
06Office Expenses Total	147,420	136,700	10,720	595%
07Legal Total	-	-	-	0%
08Travel Total	-	309	(309)	-100%
09Other Total	64,000	43,527	20,518	-53%
10Tenant Services - Other Total	-	-	-	0%
11Water Total	-	-	-	0%
12Electricity Total	-	-	-	0%
13Gas Total	-	20	(20)	-100%
14Other Utilities Expense Total	630	672	(42)	-6%
15Ordinary Maintenance and Operations - Labor Total	-	-	-	0%
16Ordinary Maintenance and Operations - Material Total	-	88	(88)	-100%
17Ordinary Maintenance and Operations - Contracts Total	2,964	3,499	(535)	-5%
18Employee Benefits Contributions - Ordinary Total	-	227	(227)	-100%
19.1Housing Assistance Payments Total	10,594,572	10,737,102	(142,530)	-1%
19Protective Services - Other Contract Costs Total	300	311	(11)	-3%
20Property Insurance Total	-	-	-	0%
21Liability Insurance Total	15,582	15,978	(396)	-2%
22Workers Compensation Total	15,048	10,298	4,750	46%
23All Other Insurance Total	-	-	-	0%
24Other General Expenses Total	22,548	23,177	(629)	-3%
26Payment in Lieu of Taxes Total	-	-	-	0%
27Bad debt - Tenant Rents Total	-	-	-	0%
29Depreciation Expense Total	-	-	-	0%
30Interest Expense Total	-	-	-	0%
OPERATING EXPENSES	11,518,267	11,647,148	(128,858)	-1%
Total Net Income / (Loss)	63,519	(330,413)	393,910	
Total Net Income / (Loss) w/o Depreciation	63,519	(330,413)	393,910	

LANSING HOUSING COMMISSION

COCC

Budget for FY2020

Summary Account	Total	Prior Yr Proj	Diff Inc (Dec)	% Cha
INCOME:				
1Tenant Rental Revenue Total	-	-	-	0%
2Tenant Revenue - Other Total	-	-	-	0%
Bookkeeping Fees Income Total	71,971	71,698	274	0%
CFP Operational Income Total	-	-	-	0%
Fraud Recovery and Other Total	71,070	73,919	(2,849)	-4%
HUD PHA Operating Grants Total	-	-	-	0%
Management Fees Income Total	911,297	903,813	7,484	-1%
330011 Administrative Fees	-	-	-	
340200 HUD PHA Grants (hard costs)	-	-	-	
TOTAL OPERATING INCOME	1,054,338	1,049,429	4,909	0%
EXPENSES:				
01Administrative Salaries Total	233,633	250,995	(17,362)	-7%
02Auditing Fees Total	5,900	5,900	-	-100%
03Management Fees Total	-	-	-	0%
04Bookkeeping Fees Total	-	-	-	0%
05Employee Benefits Contributions - Admin Total	75,063	68,319	6,744	23%
06Office Expenses Total	54,801	53,073	1,728	1163%
07Legal Total	2,300	8,738	(6,438)	-74%
08Travel Total	12,480	9,981	2,499	25%
09Other Total	47,344	94,443	(47,099)	-82%
10Tenant Services - Other Total	1,500	1,544	(44)	-3%
11Water Total	1,596	1,559	37	6%
12Electricity Total	10,500	10,425	75	1%
13Gas Total	2,268	1,936	332	17%
14Other Utilities Expense Total	408	342	66	19%
15Ordinary Maintenance and Operations - Labor Total	-	-	-	0%
16Ordinary Maintenance and Operations - Material Total	500	394	106	71%
17Ordinary Maintenance and Operations - Contracts Total	5,899	7,899	(2,000)	-357%
18Employee Benefits Contributions - Ordinary Total	-	-	-	0%
19.1Housing Assistance Payments Total	-	-	-	0%
19Protective Services - Other Contract Costs Total	400	466	(66)	-14%
20Property Insurance Total	1,920	1,825	95	5%
21Liability Insurance Total	240	271	(31)	-11%
22Workers Compensation Total	1,200	752	448	59%
23All Other Insurance Total	-	29,465	(29,465)	-100%
24Other General Expenses Total	227,800	118,637	109,163	92%
26Payment in Lieu of Taxes Total	-	-	-	0%
27Bad debt - Tenant Rents Total	-	-	-	0%
29Depreciation Expense Total	-	-	-	0%
30Interest Expense Total	2,373	4,433	(2,060)	-46%
OPERATING EXPENSES	688,124	671,398	16,727	2%
Total Net Income / (Loss)	366,213	378,031	(11,818)	-3%
Total Net Income / (Loss) w/o Depreciation	366,213	378,031	(11,818)	

Lansing Housing Commission
Summary Results for MAY FY2019

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total	COCC	HCV
REVENUE:							
Total Revenue Variance - Fav (Unfav)	31,911	23,077	20,371	9,381	84,740	4,354	303,003
Tenant Revenue Variance	11,905	6,882	(5,238)	3,128	16,677	-	-
HUD Revenue Variance	(2,342)	(2,163)	(2,407)	(1,482)	(8,394)	3,229	297,891
Capital Fund Income	5,954	5,954	5,954	5,954	23,815	-	-
Other Income	16,394	12,405	22,061	1,782	52,641	1,125	5,112
Other	-	-	-	-	-	-	(0)
Budgeted Revenue	107,373	129,082	116,812	84,751	438,017	64,295	887,403
% Variance fav (unfav)	30%	18%	17%	11%	19%	7%	34%
EXPENSES:							
Total Expense Variance Unfav (Fav)	40,031	39,618	51,760	77	131,486	7,602	128,640
Contributing Factors:							
MERS Contribution Special					-		
Adjusted Expense Variance	40,031	39,618	51,760	77	131,486	7,602	128,640
-Over spend (Under spend)							
Salary Expenses	(2,690)	(3,333)	(10,073)	(6,398)	(22,493)	(16,132)	(1,901)
Employee Benefit Expenses	(3,128)	(2,847)	(6,311)	(3,137)	(15,423)	(3,786)	(3,564)
Utilities	(284)	16,495	3,856	4,999	25,066	(25)	-
Write-offs	2,970	(768)	(886)	1,125	2,441	-	-
Legal	(475)	(585)	302	(777)	(1,534)	1,154	-
Professional Services	6,663	6,035	5,555	5,895	24,148	7,931	(967)
Administrative Services	-	-	-	-	-	-	-
Insurance	393	(219)	1,096	1,534	2,804	(30)	(1,463)
Sundry/Postage/Office Supplies	(6,750)	(3,579)	(942)	(13,862)	(25,132)	14,685	(2,687)
Management Fee	410	598	528	408	1,944		1,238
HAP Expense					-		139,303
Inspections	158	(100)	(140)	-	(83)	1,200	(6,000)
Maintenance Costs	28,440	10,312	55,984	8,741	103,477	303	116
Maintenance Contract - Unit Turns	11,205	16,090	4,536	10	31,841	-	-
Other	3,119	1,520	(1,746)	1,538	4,431	2,301	4,565
Budgeted Expense	91,378	107,422	108,588	90,741	398,129	54,714	878,502
% Variance fav (unfav)	-44%	-37%	-48%	0%	-33%	-14%	-15%
Curr Mo. Actual Net Income (Loss)							
	\$ 7,874	\$ 5,119	\$ (23,165)	\$ 3,314	\$ (6,858)	\$ 6,333	\$ 183,264
YTD Actual Net Income (Loss) Net of CWIP							
	\$ (34,648)	\$ 188,418	\$ (120,856)	\$ 126,898	\$ 159,812	\$ 356,817	\$ (89,539)
Prior YR YTD Net Income (Loss)							
	\$ 92,803	\$ 162,943	\$ 109,802	\$ 34,633	\$ 400,181	\$ 301,010	\$ (600,689)
Cash Balance - May							
	\$ 481,672	\$ 605,381	\$ 759,516	\$ 501,471	\$ 2,348,041	\$ 1,092,704	\$ 932,273
Cash Balance - April							
	\$ 504,316	\$ 572,962	\$ 693,766	\$ 517,780	\$ 2,288,824	\$ 1,049,218	\$ 727,214
Cash Balance - March							
	\$ 487,868	\$ 564,080	\$ 696,279	\$ 530,589	\$ 2,278,816	\$ 1,095,669	\$ 661,524

Lansing Housing Commission
Summary Results YTD for MAY FY2019

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total	COCC	HCV Admin	HCV
REVENUE:								
Total Revenue Variance - Fav (Unfav)	204,333	222,594	155,682	252,981	835,590	124,799	73,613	792,680
Tenant Revenue Variance	20,968	43,741	(18,531)	25,254	71,433	-	-	-
HUD Revenue Variance	27,529	33,389	27,676	17,679	106,273	106,091	59,517	792,680
Capital Fund Income	126,272	120,569	125,569	198,470	570,880	-	-	-
Other Income	29,565	24,894	20,967	11,577	87,003	18,709	14,096	-
Other	-	(0)	-	0	-	-	-	-
Budgeted Revenue	1,220,789	1,461,601	1,324,615	1,111,955	5,118,960	854,308	835,802	8,925,631
% Variance fav (unfav)	17%	15%	12%	23%	16%	15%	9%	9%
EXPENSES:								
Total Expense Variance Unfav (Fav)	355,856	227,931	342,379	164,037	1,090,203	(33,354)	18,990	972,677
<u>Contributing Factors:</u>								
MERS Contribution Special	-	-	-	-	-	-	-	-
Adjusted Expense Variance	355,856	227,931	342,379	164,037	1,090,203	(33,354)	18,990	972,677
-Over spend (Under spend)								
Salary Expenses	(52,830)	(65,363)	(72,635)	(67,774)	(258,602)	(152,106)	(5,539)	-
Employee Benefit Expenses	(16,422)	(17,501)	(12,273)	(460)	(46,656)	(35,573)	9,902	-
Rent	-	-	-	-	-	-	38,500	-
Utilities	15,651	9,645	(5,177)	18,685	38,804	(350)	577	-
Write-offs	24,568	(2,621)	12,151	1,501	35,599	-	-	-
Legal	(189)	3,771	2,195	(5,441)	336	6,666	-	-
Professional Services	24,334	24,840	21,706	28,412	99,292	70,395	(234)	-
Administrative Services	1,117	247	9,012	15,901	26,276	-	-	-
Insurance	4,583	(1,739)	16,790	17,850	37,484	1,129	(6,927)	-
Sundry/Postage/Office Supplies	(7,556)	925	(4,980)	(10,254)	(21,864)	29,433	(2,970)	-
Management Fee	55,163	61,628	57,245	54,786	228,823	-	17,698	-
HAP Expense	-	-	-	-	-	-	-	972,677
Inspections	293	(1,136)	(1,792)	-	(2,636)	46,203	(29,765)	-
Maintenance Costs	252,445	190,208	259,125	103,321	805,098	(1,013)	(449)	-
Maintenance Contract - Unit Turns	52,090	22,638	59,204	9,090	143,022	-	-	-
Other	2,610	2,388	1,809	(1,580)	5,227	1,863	(1,804)	-
Budgeted Expense	1,103,914	1,267,847	1,258,774	1,074,001	4,704,535	655,644	799,967	8,925,631
% Variance fav (unfav)	-32%	-18%	-27%	-15%	-23%	5%	-2%	-11%
YTD Actual Net Income (Loss) Net of CWIP								
	\$ (34,648)	\$ 188,418	\$ (120,856)	\$ 126,898	\$ 159,812	\$ 356,817	\$ 90,459	\$ (179,997)
YTD Budgeted Net Income (Loss)								
	\$ 116,875	\$ 193,755	\$ 65,841	\$ 37,954	\$ 414,425	\$ 198,664	\$ 35,835	\$ -
Prior YR YTD Net Income (Loss)								
	\$ 92,803	\$ 162,943	\$ 109,802	\$ 34,633	\$ 400,181	\$ 301,010		

May Ratios

HCV Ratios			Prior Months	
Number of Vouchers Used	1,804		04/19	\$ 508.18
HCV 8002 Expenses	\$ 950,723.72		03/19	\$ 514.53
Average Cost Per Voucher	<u>\$ 527.01</u>		02/19	\$ 506.09

LIPH Ratios						Prior Months	
Year-to-Date Occupancy Rate	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	Total		
YTD Average Number of Units Leased	193	216	197	192	798	04/19	95.9%
Number of Possible Units	202	220	210	198	830	03/19	95.9%
Year-to-Date Occupancy Rate	<u>95.5%</u>	<u>98.2%</u>	<u>93.8%</u>	<u>97.0%</u>	<u>96.1%</u>	02/19	95.8%
Average Revenue Per Occupied Unit						04/19	\$ 567.28
Total LIPH Revenue	\$ 139,283.53	\$ 152,158.94	\$ 137,182.24	\$ 94,132.89	\$ 522,757.60	03/19	\$ 561.81
Average Revenue Per Occupied Unit	<u>\$ 721.68</u>	<u>\$ 704.44</u>	<u>\$ 696.36</u>	<u>\$ 490.28</u>	<u>\$ 655.08</u>	02/19	\$ 572.94
Average Tenant Revenue Per Occupied Unit						04/19	\$ 169.67
Total Tenant Revenue	\$ 41,465.91	\$ 41,384.19	\$ 25,511.32	\$ 32,689.69	\$ 141,051.11	03/19	\$ 161.78
Average Tenant Revenue Per Occupied Unit	<u>\$ 214.85</u>	<u>\$ 191.59</u>	<u>\$ 129.50</u>	<u>\$ 170.26</u>	<u>\$ 176.76</u>	02/19	\$ 170.93
Average Cost Per Occupied Unit						04/19	\$ 661.45
YTD Average Monthly Expenses	\$ 132,706.35	\$ 135,979.79	\$ 145,559.40	\$ 112,548.84	\$ 526,794.37	03/19	\$ 661.89
Average Cost Per Occupied Unit	<u>\$ 687.60</u>	<u>\$ 629.54</u>	<u>\$ 738.88</u>	<u>\$ 586.19</u>	<u>\$ 660.14</u>	02/19	\$ 688.95

Company Ratios						
Operating Reserves	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	COCC	HCV Admin
Bank Account Balance	\$ 481,671.86	\$ 605,380.81	\$ 759,516.43	\$ 501,471.46	\$ 1,092,703.69	\$ 533,022.15
YTD Expenses	\$ 1,459,769.82	\$ 1,495,777.64	\$ 1,601,153.38	\$ 1,238,037.19	\$ 622,290.38	\$ 818,956.59
Number of Months	11	11	11	11	11	11
Average Monthly Expenses	\$ 132,706.35	\$ 135,979.79	\$ 145,559.40	\$ 112,548.84	\$ 56,571.85	\$ 74,450.60
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>3.63</u>	<u>4.45</u>	<u>5.22</u>	<u>4.46</u>	<u>19.32</u>	<u>7.16</u>
Prior Months						
04/19	3.80	4.25	4.82	4.51	18.74	6.74
03/19	3.63	4.21	4.82	4.65	19.55	6.35
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 May 31, 2019

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 346,139	\$ 325,171	\$ 20,968	\$ 322,309	\$ 354,732	\$ 29,561
Tenant Revenue - Other	43,293	29,260	14,033	28,675	31,920	2,660
Total Tenant Revenue	<u>\$ 389,432</u>	<u>\$ 354,431</u>	<u>\$ 35,001</u>	<u>\$ 350,984</u>	<u>\$ 386,652</u>	<u>\$ 32,221</u>
HUD PHA Operating Grants	854,055	826,526	27,529	820,099	901,665	75,139
CFP Operational Income	161,272	35,000	126,272	119,734	35,000	-
Fraud Recovery and Other	20,363	4,832	15,532	10,522	6,408	1,576
Total Operating Revenue	<u>\$ 1,425,122</u>	<u>\$ 1,220,789</u>	<u>\$ 204,333</u>	<u>\$ 1,301,339</u>	<u>\$ 1,329,725</u>	<u>\$ 108,936</u>
Administrative Salaries	\$ 81,320	\$ 78,821	\$ 2,499	\$ 79,951	\$ 85,390	\$ 6,568
Auditing Fees	5,000	5,000	-	5,000	5,000	-
Management Fees	160,092	104,929	55,163	139,418	114,468	9,539
Bookkeeping Fees	15,956	16,005	(49)	16,113	17,460	1,455
Employee Benefits Contributions - Admin	25,930	25,786	144	32,958	28,085	2,299
Office Expenses	26,117	50,575	(24,458)	34,548	53,658	3,083
Legal	19,551	19,740	(189)	19,019	21,140	1,400
Travel	926	715	211	458	780	65
Other	(4,189)	16,250	(20,439)	7,773	18,000	1,750
Tenant Services - Other	19,244	-	19,244	18,500	-	-
Water	72,229	81,723	(9,493)	85,263	91,281	9,558
Electricity	35,947	33,429	2,518	39,979	35,455	2,026
Gas	56,925	36,500	20,425	60,564	39,500	3,000
Other Utilities Expense	8,202	6,000	2,202	5,706	6,050	50
Ordinary Maintenance and Operations - Labor	83,185	138,514	(55,329)	72,718	150,056	11,543
Ordinary Maintenance and Operations - Material	127,561	62,550	65,011	61,113	67,500	4,950
Ordinary Maintenance and Operations - Contract	492,669	248,625	244,044	342,668	260,165	11,540
Employee Benefits Contributions - Ordinary	60,740	77,306	(16,566)	43,636	84,254	6,948
Protective Services - Other Contract Costs	2,362	2,200	162	2,129	2,400	200
Property Insurance	45,368	41,536	3,832	39,731	45,312	3,776
Liability Insurance	16,629	13,937	2,692	13,573	15,204	1,267
Workers Compensation	1,082	2,728	(1,646)	2,727	2,976	248
All Other Insurance	1,751	2,046	(295)	3,342	2,232	186
Other General Expenses	43,301	-	43,301	42,967	-	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	15,009	16,714	(1,705)	14,280	18,154	1,440
Bad debt - Tenant Rents	30,948	6,380	24,568	7,274	6,960	580
Interest Expense	15,915	15,905	10	17,132	17,293	1,388
Total Operating Expenses	<u>\$ 1,459,770</u>	<u>\$ 1,103,914</u>	<u>\$ 355,856</u>	<u>\$ 1,208,537</u>	<u>\$ 1,188,772</u>	<u>\$ 84,858</u>
Net Income (Loss)	<u>\$ (34,648)</u>	<u>\$ 116,875</u>	<u>\$ (151,523)</u>	<u>\$ 92,803</u>	<u>\$ 140,953</u>	<u>\$ 24,078</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 423,263	\$ 379,522	\$ 43,741	\$ 374,129	\$ 414,024	\$ 34,502
Tenant Revenue - Other	31,960	18,515	13,445	32,509	20,015	1,500
Total Tenant Revenue	<u>\$ 455,223</u>	<u>\$ 398,037</u>	<u>\$ 57,186</u>	<u>\$ 406,639</u>	<u>\$ 434,039</u>	<u>\$ 36,002</u>
HUD PHA Operating Grants	1,057,144	1,023,755	33,389	1,074,362	1,116,824	93,069
CFP Operational Income	155,569	35,000	120,569	122,551	35,000	-
Fraud Recovery and Other	16,259	4,810	11,449	4,590	6,384	1,574
Total Operating Revenue	<u>\$ 1,684,195</u>	<u>\$ 1,461,601</u>	<u>\$ 222,594</u>	<u>\$ 1,608,141</u>	<u>\$ 1,592,246</u>	<u>\$ 130,645</u>
Administrative Salaries	\$ 74,062	\$ 77,563	\$ (3,501)	\$ 77,857	\$ 84,026	\$ 6,464
Auditing Fees	5,000	5,000	-	5,000	5,000	-
Management Fees	176,834	115,205	61,628	151,823	125,679	10,473
Bookkeeping Fees	17,786	17,573	214	17,576	19,170	1,598
Employee Benefits Contributions - Admin	30,447	38,711	(8,264)	35,870	42,186	3,474
Office Expenses	31,579	31,378	201	35,958	34,314	2,936
Legal	21,631	17,860	3,771	22,615	20,160	2,300
Travel	456	880	(424)	628	960	80
Other	(1,966)	2,020	(3,986)	(703)	2,220	200
Tenant Services - Other	21,217	19,200	2,017	21,085	21,100	1,900
Water	104,296	90,700	13,596	92,336	98,700	8,000
Electricity	32,287	27,950	4,337	32,018	30,200	2,250
Gas	49,417	53,500	(4,083)	52,375	55,500	2,000
Other Utilities Expense	-	6,590	(6,590)	-	6,590	-
Ordinary Maintenance and Operations - Labor	70,310	132,172	(61,862)	69,682	143,228	11,056
Ordinary Maintenance and Operations - Materia	66,882	57,850	9,032	41,659	64,200	6,350
Ordinary Maintenance and Operations - Contrac	580,352	374,385	205,967	579,330	405,535	31,150
Employee Benefits Contributions - Ordinary	51,556	60,793	(9,237)	40,470	66,246	5,453
Protective Services - Other Contract Costs	3,822	3,300	522	3,749	3,600	300
Property Insurance	40,327	43,450	(3,123)	41,430	47,400	3,950
Liability Insurance	13,543	11,352	2,191	11,116	12,384	1,032
Workers Compensation	1,178	1,804	(626)	2,518	1,968	164
All Other Insurance	1,645	1,826	(182)	3,060	1,992	166
Other General Expenses	45,469	20,629	24,840	45,943	22,255	1,626
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	23,844	19,747	4,097	18,982	21,882	2,135
Bad debt - Tenant Rents	7,279	9,900	(2,621)	14,267	10,800	900
Interest Expense	26,525	26,509	16	28,553	28,821	2,313
Total Operating Expenses	<u>\$ 1,495,778</u>	<u>\$ 1,267,847</u>	<u>\$ 227,931</u>	<u>\$ 1,445,198</u>	<u>\$ 1,376,116</u>	<u>\$ 108,270</u>
Net Income (Loss)	<u>\$ 188,418</u>	<u>\$ 193,755</u>	<u>\$ (5,337)</u>	<u>\$ 162,943</u>	<u>\$ 216,130</u>	<u>\$ 22,375</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 319,708	\$ 338,239	\$ (18,531)	\$ 349,799	\$ 368,988	\$ 30,749
Tenant Revenue - Other	25,676	26,070	(394)	30,284	28,440	2,370
Total Tenant Revenue	<u>\$ 345,385</u>	<u>\$ 364,309</u>	<u>\$ (18,924)</u>	<u>\$ 380,082</u>	<u>\$ 397,428</u>	<u>\$ 33,119</u>
HUD PHA Operating Grants	948,085	920,409	27,676	958,407	1,004,082	83,674
CFP Operational Income	160,569	35,000	125,569	122,551	35,000	-
Fraud Recovery and Other	26,259	4,898	21,361	5,551	6,480	1,582
Total Operating Revenue	<u>\$ 1,480,297</u>	<u>\$ 1,324,615</u>	<u>\$ 155,682</u>	<u>\$ 1,466,591</u>	<u>\$ 1,442,990</u>	<u>\$ 118,375</u>
Administrative Salaries	\$ 78,118	\$ 86,642	\$ (8,524)	\$ 35,452	\$ 93,863	\$ 7,220
Auditing Fees	5,000	5,000	-	5,000	5,000	-
Management Fees	167,042	109,797	57,245	146,317	119,778	9,982
Bookkeeping Fees	16,255	16,748	(493)	16,735	18,270	1,523
Employee Benefits Contributions - Admin	29,367	30,347	(980)	15,630	33,055	2,709
Office Expenses	29,964	36,437	(6,473)	32,566	39,483	3,046
Legal	24,195	22,000	2,195	21,145	24,000	2,000
Travel	66	693	(627)	100	756	63
Other	6,469	6,600	(131)	29,284	7,200	600
Tenant Services - Other	17,495	23,980	(6,485)	19,332	26,160	2,180
Water	63,089	62,700	389	64,084	68,400	5,700
Electricity	39,028	35,838	3,190	36,360	39,096	3,258
Gas	48,878	57,300	(8,422)	52,055	59,300	2,000
Other Utilities Expense	12,272	12,605	(334)	11,472	12,660	55
Ordinary Maintenance and Operations - Labor	94,805	158,916	(64,111)	100,742	172,159	13,243
Ordinary Maintenance and Operations - Materia	121,166	90,418	30,748	68,718	98,856	8,438
Ordinary Maintenance and Operations - Contrac	600,531	292,495	308,036	477,816	319,820	27,325
Employee Benefits Contributions - Ordinary	66,568	77,861	(11,293)	59,988	84,848	6,986
Protective Services - Other Contract Costs	3,675	3,300	375	3,245	3,600	300
Property Insurance	57,130	47,729	9,401	46,288	52,068	4,339
Liability Insurance	18,107	14,366	3,741	14,039	15,672	1,306
Workers Compensation	1,141	1,738	(597)	2,214	1,896	158
All Other Insurance	6,830	2,585	4,245	3,839	2,820	235
Other General Expenses	44,547	22,841	21,706	44,714	24,749	1,908
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	14,996	17,580	(2,584)	16,771	19,499	1,919
Bad debt - Tenant Rents	18,751	6,600	12,151	16,019	7,200	600
Interest Expense	15,668	15,658	10	16,866	17,024	1,366
Total Operating Expenses	<u>\$ 1,601,153</u>	<u>\$ 1,258,774</u>	<u>\$ 342,379</u>	<u>\$ 1,356,789</u>	<u>\$ 1,367,232</u>	<u>\$ 108,458</u>
Net Income (Loss)	<u>\$ (120,856)</u>	<u>\$ 65,841</u>	<u>\$ (186,697)</u>	<u>\$ 109,802</u>	<u>\$ 75,758</u>	<u>\$ 9,916</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 350,436	\$ 325,182	\$ 25,254	\$ 316,982	\$ 354,744	\$ 29,562
Tenant Revenue - Other	27,060	22,638	4,422	21,747	24,696	2,058
Total Tenant Revenue	<u>\$ 377,496</u>	<u>\$ 347,820</u>	<u>\$ 29,676</u>	<u>\$ 338,729</u>	<u>\$ 379,440</u>	<u>\$ 31,620</u>
HUD PHA Operating Grants	601,619	583,940	17,679	557,091	637,025	53,085
CFP Operational Income	373,470	175,000	198,470	235,703	175,000	-
Fraud Recovery and Other	12,350	5,195	7,155	9,620	6,804	1,609
Total Operating Revenue	<u>\$ 1,364,935</u>	<u>\$ 1,111,955</u>	<u>\$ 252,981</u>	<u>\$ 1,141,142</u>	<u>\$ 1,198,269</u>	<u>\$ 86,314</u>
Administrative Salaries	\$ 68,222	\$ 82,070	\$ (13,847)	\$ 76,271	\$ 88,909	\$ 6,839
Auditing Fees	5,000	5,000	-	5,000	5,000	-
Management Fees	159,174	104,388	54,786	137,451	113,878	9,490
Bookkeeping Fees	15,820	15,923	(103)	15,814	17,370	1,448
Employee Benefits Contributions - Admin	36,565	40,398	(3,833)	34,182	44,023	3,625
Office Expenses	30,904	29,698	1,206	32,014	32,259	2,561
Legal	24,490	29,931	(5,441)	27,645	32,652	2,721
Travel	(716)	-	(716)	-	-	-
Other	3,430	-	3,430	7,541	-	-
Tenant Services - Other	14,188	15,400	(1,213)	13,191	16,800	1,400
Water	183,705	171,765	11,940	175,434	187,380	15,615
Electricity	96,757	95,128	1,629	91,887	103,776	8,648
Gas	51,008	45,900	5,108	49,204	46,750	850
Other Utilities Expense	1,410	1,402	8	1,404	1,455	53
Ordinary Maintenance and Operations - Labor	111,552	165,478	(53,927)	133,624	179,268	13,790
Ordinary Maintenance and Operations - Materia	69,452	48,001	21,451	44,938	52,292	4,291
Ordinary Maintenance and Operations - Contrac	177,739	86,953	90,786	102,064	93,776	6,823
Employee Benefits Contributions - Ordinary	85,461	82,088	3,373	64,952	89,455	7,367
Protective Services - Other Contract Costs	2,664	1,540	1,124	1,540	1,680	140
Property Insurance	23,524	7,887	15,637	9,425	8,604	717
Liability Insurance	17,564	15,158	2,406	14,802	16,536	1,378
Workers Compensation	1,060	1,650	(590)	2,073	1,800	150
All Other Insurance	1,463	1,067	396	2,285	1,164	97
Other General Expenses	45,825	17,413	28,412	56,183	18,996	1,583
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	1,197	689	508	(364)	1,084	395
Bad debt - Tenant Rents	7,001	5,500	1,501	4,101	6,000	500
Interest Expense	3,578	3,576	2	3,851	3,888	312
Total Operating Expenses	<u>\$ 1,238,037</u>	<u>\$ 1,074,001</u>	<u>\$ 164,037</u>	<u>\$ 1,106,509</u>	<u>\$ 1,164,793</u>	<u>\$ 90,792</u>
Net Income (Loss)	<u>\$ 126,898</u>	<u>\$ 37,954</u>	<u>\$ 88,944</u>	<u>\$ 34,633</u>	<u>\$ 33,476</u>	<u>\$ (4,477)</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 1,439,547	\$ 1,368,114	\$ 71,433	\$ 1,363,218	\$ 1,492,488	\$ 124,374
Tenant Revenue - Other	127,989	96,483	31,506	113,215	105,071	8,588
Total Tenant Revenue	<u>\$ 1,567,536</u>	<u>\$ 1,464,597</u>	<u>\$ 102,939</u>	<u>\$ 1,476,433</u>	<u>\$ 1,597,559</u>	<u>\$ 132,962</u>
HUD PHA Operating Grants	3,460,903	3,354,630	106,273	3,409,959	3,659,598	304,966
CFP Operational Income	850,880	280,000	570,880	600,538	280,000	-
Fraud Recovery and Other	75,230	19,733	55,497	30,283	26,074	6,341
Total Operating Revenue	<u>\$ 5,954,550</u>	<u>\$ 5,118,960</u>	<u>\$ 835,590</u>	<u>\$ 5,517,213</u>	<u>\$ 5,563,229</u>	<u>\$ 444,269</u>
Administrative Salaries	\$ 301,722	\$ 325,096	\$ (23,374)	\$ 269,531	\$ 352,187	\$ 27,091
Auditing Fees	20,000	20,000	-	20,000	20,000	-
Management Fees	663,142	434,319	228,823	575,008	473,802	39,484
Bookkeeping Fees	65,817	66,248	(431)	66,238	72,270	6,023
Employee Benefits Contributions - Administrativ	122,309	135,242	(12,934)	118,640	147,349	12,106
Office Expenses	118,564	148,088	(29,524)	135,085	159,714	11,626
Legal Expense	89,867	89,531	336	90,423	97,952	8,421
Travel	732	2,288	(1,556)	1,185	2,496	208
Other	3,744	24,870	(21,126)	43,895	27,420	2,550
Tenant Services - Other	72,144	58,580	13,564	72,108	64,060	5,480
Water	423,319	408,888	16,431	417,116	445,761	38,874
Electricity	204,019	192,345	11,674	200,244	208,527	16,182
Gas	206,228	193,200	13,028	214,198	201,050	7,850
Other Utilities Expense	21,883	26,597	(4,714)	18,581	26,755	158
Ordinary Maintenance and Operations - Labor	359,852	595,080	(235,228)	376,766	644,711	49,632
Ordinary Maintenance and Operations - Materia	385,062	258,819	126,243	216,427	282,848	24,029
Ordinary Maintenance and Operations - Contrac	1,851,291	1,002,458	848,833	1,501,878	1,079,296	76,838
Employee Benefits Contributions - Ordinary	264,326	298,048	(33,723)	209,046	324,802	26,754
Protective Services - Other Contract Costs	12,523	10,340	2,183	10,663	11,280	940
Property Insurance	166,350	140,602	25,748	136,874	153,384	12,782
Liability Insurance	65,844	54,813	11,031	53,529	59,796	4,983
Workers Compensation	4,461	7,920	(3,459)	9,531	8,640	720
All Other Insurance	11,688	7,524	4,164	12,527	8,208	684
Other General Expenses	179,143	60,883	118,260	189,807	66,000	5,117
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	55,046	54,730	316	49,669	60,619	5,889
Bad debt - Tenant Rents	63,979	28,380	35,599	41,661	30,960	2,580
Interest Expense	61,686	61,647	38	66,402	67,026	5,378
Total Operating Expenses	<u>\$ 5,794,738</u>	<u>\$ 4,704,535</u>	<u>\$ 1,090,203</u>	<u>\$ 5,117,033</u>	<u>\$ 5,096,913</u>	<u>\$ 392,378</u>
Net Income (Loss)	<u>\$ 159,812</u>	<u>\$ 414,425</u>	<u>\$ (254,613)</u>	<u>\$ 400,180</u>	<u>\$ 466,316</u>	<u>\$ 51,892</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 846,872	\$ 740,350	\$ 106,521	\$ 733,172	\$ 794,928	\$ 54,577
Bookkeeping Fees Income	65,817	66,248	(431)	66,238	72,270	6,023
Fraud Recovery and Other	66,419	47,710	18,709	58,241	58,470	10,760
Total Operating Revenue	\$ 979,107	\$ 854,308	\$ 124,799	\$ 857,651	\$ 925,668	\$ 71,360
Administrative Salaries	\$ 224,407	\$ 376,513	\$ (152,106)	\$ 290,928	\$ 407,889	\$ 31,376
Auditing Fees	5,000	5,900	(900)	5,000	5,900	-
Employee Benefits Contributions - Admin	62,414	104,349	(41,935)	75,210	113,617	9,268
Office Expenses	53,031	43,083	9,948	46,756	45,809	2,726
Legal	8,478	1,812	6,666	1,580	2,304	492
Travel	8,317	7,325	992	7,715	7,325	-
Other	48,167	21,709	26,458	26,905	28,245	6,536
Tenant Services - Other	1,286	-	1,286	675	-	-
Water	1,426	1,463	(37)	1,813	1,596	133
Electricity	9,413	9,625	(212)	9,049	10,500	875
Gas	1,957	2,079	(122)	2,011	2,268	189
Other Utilities Expense	285	264	21	263	288	24
Ordinary Maintenance and Operations - Material	300	450	(150)	73	450	-
Ordinary Maintenance and Operations - Contrac	53,787	8,647	45,140	9,001	9,267	620
Protective Services - Other Contract Costs	388	315	73	492	315	-
Property Insurance	1,680	1,144	536	1,827	1,248	104
Liability Insurance	226	-	226	-	-	-
Workers Compensation	627	1,023	(396)	1,295	1,116	93
All Other Insurance	26,943	26,180	763	24,450	28,560	2,380
Other General Expenses	110,195	39,800	70,395	42,791	43,200	3,400
Compensated Absences	-	-	-	-	-	-
Interest Expense	3,963	3,963	-	8,807	4,223	259
Total Operating Expenses	\$ 622,290	\$ 655,644	\$ (33,354)	\$ 556,641	\$ 714,120	\$ 58,476
Net Income (Loss)	\$ 356,817	\$ 198,664	\$ 158,153	\$ 301,010	\$ 211,548	\$ 12,884

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 10,607,987	\$ 9,755,790	\$ 852,197	\$ 9,223,348	\$ 10,642,680	\$ 886,890
Other Revenue	227	-	227	339	-	-
Fraud Recovery and Other	19,512	5,643	13,869	20,164	6,156	513
Total Operating Revenue	<u>\$ 10,627,726</u>	<u>\$ 9,761,433</u>	<u>\$ 866,293</u>	<u>\$ 9,243,851</u>	<u>\$ 10,648,836</u>	<u>\$ 887,403</u>
Administrative Salaries	\$ 279,955	\$ 285,494	\$ (5,539)	\$ 238,136	\$ 309,064	\$ 23,570
Auditing Fees	25,000	25,000	-	25,000	25,000	-
Management Fees	183,730	166,032	17,698	158,164	181,126	15,094
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	122,268	108,155	14,113	76,171	117,805	9,650
Office Expenses	123,611	94,913	28,698	125,551	99,036	4,123
Legal Expense	-	-	-	-	-	-
Travel	257	-	257	23	-	-
Other	37	66,000	(65,963)	747	72,000	6,000
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	17	-	17	107	-	-
Other Utilities Expense	560	-	560	478	-	-
Ordinary Maintenance and Operations - Material	-	-	-	-	-	-
Ordinary Maintenance and Operations - Contract	39,877	3,828	36,049	29,370	4,176	-
Protective services - Other Contract Costs	259	-	259	209	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	14,587	17,050	(2,463)	16,671	18,600	1,550
Workers Compensation	8,582	13,046	(4,464)	15,174	14,232	1,186
All Other Insurance	-	-	-	-	-	-
Other General Expenses	20,215	20,449	(234)	24,261	22,316	1,867
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	9,898,308	8,925,631	972,677	9,134,477	9,737,052	811,421
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 10,717,265</u>	<u>\$ 9,725,598</u>	<u>\$ 991,667</u>	<u>\$ 9,844,540</u>	<u>\$ 10,600,407</u>	<u>\$ 874,809</u>
Net Income (Loss)	<u>\$ (89,539)</u>	<u>\$ 35,835</u>	<u>\$ (125,374)</u>	<u>\$ (600,689)</u>	<u>\$ 48,429</u>	<u>\$ 12,594</u>

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	34,257.30
1010-0000-111111 Chase Checking	(22,644.58)	481,671.86
1010-0000-112200 Accounts Receivable	13,026.28	14,686.58
1010-0000-112201 Allowance for Doubtful Accounts	(628.29)	(794.32)
1010-0000-112500 Accounts Receivable HUD	-	-
1010-0000-114500 Accrued Interest Receivable	-	44.84
1010-5005-115700 Intercompany	24,695.99	4,172.40
1010-0000-116201 Investments Savings	-	128,981.45
1010-0000-121100 Prepaid Insurance	(5,870.06)	17,610.13
1010-0000-140000 Land	-	245,012.00
1010-0000-144000 Construction in Progress	-	(8,217.83)
1010-3000-144000 Construction in Progress	-	43,422.50
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	-	(10,469,122.26)
1010-1010-148100 Accumulated Depreciation-Build	-	(125,946.00)
1010-1010-148300 Accumulated Depreciation-Equip	-	(6,928.00)
1010-0000-150300 Deferred Outflow - MERS	-	17,763.00
TOTAL ASSETS	<u>8,579.34</u>	<u>3,995,692.84</u>
LIABILITIES		
1010-0000-200000 OPEB Liability	-	388,980.00
1010-0000-200300 Pension Liability	-	80,664.00
1010-0000-210000 Construction Costs Payabe	-	29,708.00
1010-0000-211100 Accounts Payable	-	-
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	(1,791.70)	34,171.60
1010-0000-211999 Tenant Refunds	2,724.44	11,495.51
1010-0000-212000 Accrued Payroll	-	7,699.80
1010-0000-213400 Utility Accrual	-	14,675.35
1010-0000-213500 Accrued Comp Absences - Curr	-	1,572.77
1010-0000-213700 Payment in Lieu of Taxes	2,661.75	31,395.93
1010-0000-214000 Accrued Comp Absences - non curr	-	8,912.39
1010-0000-260600 Note Payable Non Curr - PNC	(2,889.25)	373,232.92
1010-0000-260601 Note Payable - Curr - PNC	-	33,900.97
TOTAL LIABILITIES	<u>705.24</u>	<u>1,016,409.24</u>
EQUITY		
1010-0000-280100 Invest C	-	2,433,904.00
1010-0000-280500 Unrestricted Net Assets	-	815,922.65
1010-0000-282000 Income and Expense Clearing	7,874.10	(1,842,320.75)
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	-	1,591,532.63
TOTAL EQUITY	<u>7,874.10</u>	<u>2,979,283.60</u>
TOTAL LIABILITES & EQUITY	<u>8,579.34</u>	<u>3,995,692.84</u>

Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for May 2019

	Period Amount	Balance
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	32,313.19
1020-0000-111111 Chase Checking	32,419.04	605,380.81
1020-0000-112200 Accounts Receivable	(1,988.65)	8,702.76
1020-0000-112201 Allowance for Doubtful Accounts	140.58	(928.56)
1020-0000-112500 Accounts Receivable HUD	-	-
1020-0000-114500 Accrued Interest Receivable	-	44.84
1020-5005-115700 Intercompany	(972.17)	(15,705.61)
1020-0000-116201 Investments Savings	-	128,981.45
1020-0000-121100 Prepaid Insurance	(5,093.06)	15,279.18
1020-0000-140000 Land	-	389,091.00
1020-0000-144000 Construction in Progress	(23,475.72)	(8,791.89)
1020-3000-144000 Construction in Progress	29,111.66	355,258.18
1020-0000-146000 Dwelling Structures	-	14,382,826.73
1020-1020-146000 Dwelling Structures	-	640,279.00
1020-0000-146500 Dwelling Equipment - Ranges &	-	49,867.04
1020-1020-146500 Dwelling Equipment - Ranges &	-	242,488.00
1020-0000-148100 Accumulated Depreciation-Build	-	(11,359,683.58)
1020-1020-148100 Accumulated Depreciation-Build	-	(160,804.00)
1020-1020-148300 Accumulated Depreciation-Equip	-	(60,900.00)
1020-0000-150300 Deferred Outflow - MERS	-	14,875.00
TOTAL ASSETS	30,141.68	5,258,573.54
LIABILITIES		
1020-0000-200000 OPEB Liability	-	203,615.00
1020-0000-200300 Pension Liability	-	67,551.00
1020-0000-210000 Construction Costs Payable	-	24,878.00
1020-0000-211100 Accounts Payable	-	-
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	(1,529.19)	35,910.00
1020-0000-211999 Tenant Refunds	1,121.19	5,333.64
1020-0000-212000 Accrued Payroll	-	4,988.82
1020-0000-213400 Utility Accrual	-	11,891.99
1020-0000-213500 Accrued Comp Absences - Curr	-	1,365.77
1020-0000-213700 Payment in Lieu of Taxes	1,134.12	46,476.05
1020-0000-214000 Accrued Comp Absences - non curr	-	7,739.39
1020-0000-260600 Note Payable Non Curr - PNC	(4,815.42)	622,054.82
1020-0000-260601 Note Payable - Curr - PNC	-	56,501.61
TOTAL LIABILITIES	(4,089.30)	1,088,306.09
EQUITY		
1020-0000-280100 Invest C	-	3,764,889.00
1020-0000-280500 Unrestricted Net Assets	-	(85,251.34)
1020-0000-282000 Income and Expense Clearing	34,230.98	(1,076,513.94)
1020-1020-282000 Income and Expense Clearing	-	(45,146.00)
1020-3000-282000 Income and Expense Clearing	-	1,612,289.73
TOTAL EQUITY	34,230.98	4,170,267.45
TOTAL LIABILITIES & EQUITY	30,141.68	5,258,573.54

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

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	35,095.06
1080-0000-111111 Chase Checking	65,750.04	759,516.43
1080-0000-112200 Accounts Receivable	(6,139.33)	3,678.00
1080-0000-112201 Allowance for Doubtful Accounts	286.00	(695.73)
1080-0000-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	-
1080-0000-114500 Accrued Interest Receivable	-	44.84
1080-5005-115700 Intercompany	15,957.94	6,882.08
1080-0000-116201 Investments Savings	-	128,981.45
1080-0000-121100 Prepaid Insurance	(7,134.07)	21,402.21
1080-0000-140000 Land	-	499,084.00
1080-3000-144000 Construction in Progress	(93,114.92)	384,826.91
1080-0000-146000 Dwelling Structures	-	12,256,857.57
1080-1080-146000 Dwelling Structures	-	520,795.00
1080-0000-146500 Dwelling Equipment - Ranges &	-	35,510.04
1080-0000-148100 Accumulated Depreciation-Build	-	(9,798,636.04)
1080-1080-148100 Accumulated Depreciation-Build	-	(130,795.00)
1080-0000-150300 Deferred Outflow - MERS	-	19,232.00
TOTAL ASSETS	(24,394.34)	4,741,778.82
LIABILITIES		
1080-0000-200000 OPEB Liability	-	327,868.00
1080-0000-200300 Pension Liability	-	87,337.00
1080-0000-210000 Construction Costs Payable	-	32,165.00
1080-0000-211100 Accounts Payable	-	-
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	(1,202.06)	36,459.00
1080-0000-211999 Tenant Refunds	1,692.06	6,588.04
1080-0000-212000 Accrued Payroll	-	7,627.57
1080-0000-213400 Utility Accrual	-	12,846.41
1080-0000-213500 Accrued Comp Absences - Curr	-	1,703.68
1080-0000-213700 Payment in Lieu of Taxes	1,125.52	36,156.99
1080-0000-214000 Accrued Comp Absences - non curr	-	9,654.14
1080-0000-224000 Tenant Prepaid Rent	-	-
1080-0000-260600 Note Payable Non Curr - PNC	(2,844.45)	367,446.34
1080-0000-260601 Note Payable - Curr - PNC	-	33,375.37
TOTAL LIABILITIES	(1,228.93)	959,227.54
EQUITY		
1080-0000-280100 Invest C	-	4,031,104.00
1080-0000-280500 Unrestricted Net Assets	-	95,736.25
1080-0000-282000 Income and Expense Clearing	(23,165.41)	(1,360,297.63)
1080-1080-282000 Income and Expense Clearing	-	(26,635.00)
1080-3000-282000 Income and Expense Clearing	-	1,042,643.66
TOTAL EQUITY	(23,165.41)	3,782,551.28
TOTAL LIABILITIES & EQUITY	(24,394.34)	4,741,778.82

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

	Period Amount	Balance
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	31,578.50
1090-0000-111111 Chase Checking	(16,308.27)	501,471.46
1090-0000-112200 Accounts Receivable	(5,366.28)	8,998.34
1090-0000-112201 Allowance for Doubtful Accounts	76.47	(1,359.99)
1090-0000-112500 Accounts Receivable HUD	-	-
1090-0000-114500 Accrued Interest Receivable	-	44.82
1090-5005-115700 Intercompany	5,273.67	(6,184.52)
1090-0000-116201 Investments Savings	-	128,981.44
1090-0000-121100 Prepaid Insurance	(3,875.51)	11,626.53
1090-0000-140000 Land	-	231,584.00
1090-3000-144000 Construction in Progress	-	232,265.05
1090-0000-146000 Dwelling Structures	-	9,389,227.20
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	-	(7,365,914.90)
1090-1090-148100 Accumulated Depreciation-Build	-	(29,817.00)
1090-0000-150300 Deferred Outflow - MERS	-	17,726.00
TOTAL ASSETS	(20,199.92)	3,419,770.06
LIABILITIES		
1090-0000-200000 OPEB Liability	-	202,555.00
1090-0000-200300 Pension Liability	-	80,499.00
1090-0000-210000 Construction Costs Payabe	-	29,647.00
1090-0000-211100 Accounts Payable	-	-
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	(9,885.50)	25,256.00
1090-0000-211999 Tenant Refunds	(12,429.53)	6,203.00
1090-0000-212000 Accrued Payroll	-	6,601.58
1090-0000-213400 Utility Accrual	-	39,209.42
1090-0000-213500 Accrued Comp Absences - Curr	-	3,159.64
1090-0000-213700 Payment in Lieu of Taxes	95.29	(1,942.40)
1090-0000-214000 Accrued Comp Absences - non curr	-	17,904.60
1090-0000-260600 Note Payable Non Curr - PNC	(1,294.64)	83,905.09
1090-0000-260601 Note Payable - Curr - PNC	-	7,621.15
TOTAL LIABILITIES	(23,514.38)	500,619.08
EQUITY		
1090-0000-280100 Invest C	-	3,083,846.00
1090-0000-280500 Unrestricted Net Assets	-	97,912.44
1090-0000-282000 Income and Expense Clearing	3,314.46	(1,024,574.78)
1090-1090-282000 Income and Expense Clearing	-	(6,072.00)
1090-3000-282000 Income and Expense Clearing	-	768,039.32
TOTAL EQUITY	3,314.46	2,919,150.98
TOTAL LIABILITES & EQUITY	(20,199.92)	3,419,770.06

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

	Period Amount	Balance
ASSETS		
5005-0000-111105 LHC-Payroll Account	274.12	71,697.15
5005-0000-111111 Chase Checking	43,211.96	1,021,006.54
5005-0000-112954 Accounts Receivables-Misc	180.00	1,472.05
5005-1010-115700 Intercompany	(24,695.99)	(4,172.40)
5005-1020-115700 Intercompany	972.17	15,705.61
5005-1080-115700 Intercompany	(15,957.94)	(6,882.08)
5005-1090-115700 Intercompany	(5,273.67)	6,184.52
5005-4001-115700 Intercompany	-	879,491.00
5005-8001-115700 Intercompany	(7,968.66)	(2,000.95)
5005-8002-115700 Intercompany	22,253.87	7,155.67
5005-8005-115700 Intercompany	(6,597.88)	(2,399.07)
5005-8010-115700 Intercompany	(166.80)	4,616.52
5005-8021-115700 Intercompany	-	1.00
5005-9101-115700 Intercompany	(14,250.05)	31,921.62
5005-0000-121100 Prepaid Insurance	(2,547.36)	5,253.76
5005-0000-121200 Prepaid - Other	11,688.00	12,888.00
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	-	(976,947.26)
5005-0000-150102 Investment in OG	-	261,847.00
5005-0000-150300 Deferred Outflow - MERS	-	12,436.00
TOTAL ASSETS	1,121.77	2,631,532.76
LIABILITIES		
5005-0000-200000 OPEB Liability	-	191,935.00
5005-0000-200300 Pension Liability	-	56,475.00
5005-0000-210000 Construction Costs Payable	-	20,799.00
5005-0000-211100 Accounts Payable	-	-
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211704 Health Insurance W/H	-	5,247.58
5005-0000-212000 Accrued Payroll	-	11,497.74
5005-0000-213400 Utility Accrual	-	975.36
5005-0000-213500 Accrued Comp Absences - Curr	-	3,028.60
5005-0000-214000 Accrued Comp Absences - non curr	-	17,162.06
5005-0000-224000 Tenant Prepaid Rent	(480.00)	4,215.00
5005-0000-260700 Note Payable Non Curr - Davenport	(4,731.09)	(171,051.53)
5005-0000-260701 Note Payable - Curr - Davenport	-	300,777.21
TOTAL LIABILITIES	(5,211.09)	441,061.02
EQUITY		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	322,679.00
5005-0000-282000 Income and Expense Clearing	6,332.86	1,839,244.45
5005-3000-282000 Income and Expense Clearing	-	(233,906.71)
TOTAL EQUITY	6,332.86	2,190,471.74
TOTAL LIABILITIES & EQUITY	1,121.77	2,631,532.76

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

	Period Amount	Balance
ASSETS		
8001-0000-111111 Chase Checking	19,116.65	533,022.15
8002-0000-111111 Chase Checking	179,519.61	175,421.54
8004-0000-111111 Chase Checking	-	-
8002-0000-112200 Accounts Receivable	-	-
8002-0000-112954 Accounts Receivables-Misc	-	10,643.00
8001-5005-115700 Intercompany	7,968.66	2,000.95
8002-5005-115700 Intercompany	(22,253.87)	(7,155.67)
8004-5005-115700 Intercompany	-	-
8001-0000-121100 Prepaid Insurance	(1,272.62)	3,817.86
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	-	18,311.00
TOTAL ASSETS	183,078.43	736,060.83
LIABILITIES		
8001-0000-200000 OPEB Liability	-	556,525.00
8001-0000-200300 Pension Liability	-	83,152.00
8001-0000-210000 Construction Costs Payable	-	30,625.00
8001-0000-211100 Accounts Payable	-	-
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	(186.00)	-
8001-0000-211343 Accounts Payable Misc	-	-
8001-0000-212000 Accrued Payroll	-	13,548.79
8001-0000-213400 Utility Accrual	-	16.89
8001-0000-213500 Accrued Comp Absences - Curr	-	3,468.99
8001-0000-214000 Accrued Comp Absences - non curr	-	19,657.60
TOTAL LIABILITIES	(186.00)	706,994.27
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(326,093.99)
8001-0000-282000 Income and Expense Clearing	25,812.69	179,420.60
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	157,451.74	38,803,299.21
8002-8002-282000 Income and Expense Clearing	-	(39,233,747.34)
8004-0000-282000 Income and Expense Clearing	-	-
8004-8004-282000 Income and Expense Clearing	-	-
TOTAL EQUITY	183,264.43	29,066.56
TOTAL LIABILITIES & EQUITY	183,078.43	736,060.83