Lansing Housing Commission
Summary Results for September FY2018

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total		COCC	HCV
REVENUE:								
Total Revenue Variance - Fav (Unf	**5,062**	**5,825**	**424**	**(2,857)**	**8,454**		**(1,510)**	**64,819**
Tenant Revenue Variance	(1,870)	(4,517)	(5,391)	(1,667)	(13,445)			
HUD Revenue Variance	6,233	11,425	5,647	(5,798)	17,507			64,546
Capital Fund Income	3,978	3,976	3,976	3,976	15,906			
Other Income	(3,279)	(5,059)	(3,808)	632	(11,514)		(1,510)	273
Other	-	-	-	-	-		-	-
Budgeted Revenue	105,104	131,820	125,818	84,500	447,242		65,244	818,573
% Variance fav (unfav)	5%	4%	0%	-3%	2%		-2%	7.9%
EXPENSES:								
Total Expense Variance Unfav (Fa	**(34,761)**	**(32,821)**	**(16,082)**	**(24,411)**	**(108,075)**		**(13,476)**	**39,093**
Contributing Factors:								
MERS Contribution Special					-			
Adjusted Expense Variance	(34,761)	(32,821)	(16,082)	(24,411)	(108,075)		(13,476)	39,093
-Over spend (Under spend)								
Employee Benefit Expenses	(8,584)	(6,907)	(8,736)	(9,205)	(33,432)		(7,264)	(11,591)
Salary Expenses	(14,143)	(11,219)	(15,751)	(14,287)	(55,400)		(6,275)	(8,674)
Computer Maintenance					-			
Recreation Other Services		(3,280)			(3,280)			
Professional Svc Contract					-			
Legal/Audit/Write-offs					-			
Staff Training					-			(3,500)
HAP Expense					-			63,509
Maintenance Costs		(19,418)			(19,418)			
Maintenance Contract - Unit Turns	(8,576)	6,776	7,107		5,307			
Other	(3,458)	1,227	1,298	(919)	(1,852)		63	(651)
Curr Mo. Actual Net Income (Loss)	$ 39,638	$ 64,629	$ 28,417	$ 10,482	$ 143,166		$ 20,439	$ 20,440
YTD Actual Net Income (Loss) Net of CWIP	$ 48,520	$ 63,879	$ 13,563	$ (46,819)	$ 79,143		$ 36,491	$ (301,483)
Prior YR YTD Net Income (Loss)	$ 170,060	$ 212,421	$ 153,281	$ 35,817	$ 571,579		$ 221,377	$ 207,608

Lansing Housing Commission
5005 Central Office Cost Center
Balance Sheet for September 2017

		Period Amount	Balance
ASSETS			
5005-0000-111105	LHC-Payroll Account	(2,926.18)	40,049.67
5005-0000-111111	Chase Checking	106,129.85	609,182.12
5005-1010-115700	Intercompany	(43,723.69)	6,868.88
5005-1020-115700	Intercompany	(17,675.87)	16,371.16
5005-1080-115700	Intercompany	6,255.05	15,321.01
5005-1090-115700	Intercompany	(32,471.29)	9,073.90
5005-4001-115700	Intercompany	-	879,197.00
5005-8001-115700	Intercompany	123,039.98	2,509.76
5005-8002-115700	Intercompany	(122,723.55)	26,508.38
5005-8005-115700	Intercompany	1,204.75	(13,820.88)
5005-8010-115700	Intercompany	(11,394.72)	4,061.70
5005-8021-115700	Intercompany	-	1.00
5005-9101-115700	Intercompany	-	46,171.67
5005-0000-121100	Prepaid Insurance	685.03	18,800.27
5005-0000-140000	Land	-	190,000.00
5005-0000-144000	Construction in Progress	-	19,100.00
5005-0000-146000	Dwelling Structures	-	718,870.74
5005-0000-146500	Dwelling Equipment - Ranges &	-	364,287.34
5005-0000-148100	Accumulated Depreciation-Build	-	(865,420.56)
5005-0000-150102	Investment in OG	2,731.00	221,081.00
5005-0000-150300	Deferred Outflow - MERS	-	126,073.00
TOTAL ASSETS		**9,130.36**	**2,434,287.16**
LIABILITIES			
5005-0000-200000	OPEB Liability	-	190,152.00
5005-0000-200300	Pension Liability	-	91,608.00
5005-0000-210000	Construction Costs Payabe	-	16,745.00
5005-0000-211100	Accounts Payable	(12,617.22)	-
5005-0000-211343	Accounts Payable Misc	853.14	3,002.09
5005-0000-211704	Health Insurance W/H	-	12,756.12
5005-0000-212000	Accrued Payroll	-	975.36
5005-0000-213400	Utility Accrual	-	4,298.98
5005-0000-213500	Accrued Comp Absences - Curr	-	24,360.88
5005-0000-214000	Accrued Comp Absences - non curr	545.00	1,535.00
5005-0000-260700	Note Payable Non Curr - Davenport	-	413,587.45
5005-0000-260701	Note Payable - Curr - Davenport	-	49,140.51
TOTAL LIABILITIES		(11,219.08)	808,161.39
EQUITY			
5005-0000-280100	Invest C	-	262,161.00
5005-0000-280500	Unrestricted Net Assets	-	322,679.00
5005-0000-282000	Income and Expense Clearing	20,349.44	1,275,192.48
5005-3000-282000	Income and Expense Clearing	-	(233,906.71)
TOTAL EQUITY		20,349.44	1,626,125.77
TOTAL LIABILITES & EQUITY		**9,130.36**	**2,434,287.16**

Lansing Housing Commission
Housing Choice Voucher
Balance Sheet for September 2017

		Period Amount	Balance
ASSETS			
8001-0000-111111	Chase Checking	134,426.25	320,854.89
8002-0000-111111	Chase Checking	(139,460.62)	798,369.30
8004-0000-111111	Chase Checking	-	-
8002-0000-112954	Accounts Receivables-Misc	-	-
8001-5005-115700	Intercompany	(123,039.98)	(2,509.76)
8002-5005-115700	Intercompany	122,723.55	(26,508.38)
8004-5005-115700	Intercompany	-	-
8001-0000-121100	Prepaid Insurance	11,949.63	11,950.19
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	-	185,626.00
TOTAL ASSETS		**6,598.83**	**1,287,782.24**
LIABILITIES			
8001-0000-200000	OPEB Liability	-	551,357.00
8001-0000-200300	Pension Liability	-	254,124.00
8001-0000-210000	Construction Costs Payabe	-	24,655.00
8001-0000-211100	Accounts Payable	(16,941.34)	-
8002-0000-211100	Accounts Payable	-	-
8002-8002-211100	Accounts Payable	-	-
8001-0000-211343	Accounts Payable Misc	-	-
8001-0000-212000	Accrued Payroll	-	13,510.15
8001-0000-213400	Utility Accrual	-	16.89
8001-0000-213500	Accrued Comp Absences - Curr	-	3,947.61
8001-0000-214000	Accrued Comp Absences - non curr	-	22,369.76
TOTAL LIABILITIES		(16,941.34)	869,980.41
EQUITY			
8001-0000-280500	Unrestricted Net Assets	-	(326,093.99)
8001-0000-282000	Income and Expense Clearing	40,277.24	(24,796.18)
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	-	32,095,725.23
8002-8002-282000	Income and Expense Clearing	(16,737.07)	(31,933,221.31)
8004-0000-282000	Income and Expense Clearing	-	293,299.67
8004-8004-282000	Income and Expense Clearing	-	(293,299.67)
TOTAL EQUITY		23,540.17	417,801.83
TOTAL LIABILITES & EQUITY		**6,598.83**	**1,287,782.24**

Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for September 2017

		Period Amount	Balance
ASSETS			
1020-0000-111102	Cash-Security Deposits	-	23,624.00
1020-0000-111111	Chase Checking	(53,216.18)	376,917.69
1020-0000-112200	Accounts Receivable	2,791.00	11,310.94
1020-0000-112201	Allowance for Doubtful Accounts	2,373.00	1,467.05
1020-0000-112500	Accounts Receivable HUD	-	1,073.13
1020-0000-114500	Accrued Interest Receivable	-	31.04
1020-5005-115700	Intercompany	17,675.87	(16,371.16)
1020-0000-116201	Investments Savings	-	128,036.35
1020-0000-121100	Prepaid Insurance	61,312.98	61,311.66
1020-0000-140000	Land	-	389,091.00
1020-3000-144000	Construction in Progress	-	1,296,329.60
1020-0000-146000	Dwelling Structures	-	13,191,345.50
1020-1020-146000	Dwelling Structures	-	640,279.00
1020-0000-146500	Dwelling Equipment - Ranges &	-	106,382.59
1020-1020-146500	Dwelling Equipment - Ranges &	-	242,488.00
1020-0000-148100	Accumulated Depreciation-Build	-	(10,933,555.23)
1020-1020-148100	Accumulated Depreciation-Build	-	(118,118.00)
1020-1020-148300	Accumulated Depreciation-Equip	-	(44,734.00)
1020-0000-150300	Deferred Outflow - MERS	-	150,798.00
TOTAL ASSETS		**30,936.67**	**5,507,707.16**
LIABILITIES			
1020-0000-200000	OPEB Liability	-	201,724.00
1020-0000-200300	Pension Liability	-	280,324.00
1020-0000-210000	Construction Costs Payabe	-	20,029.00
1020-0000-211100	Accounts Payable	(31,874.12)	-
1020-0000-211400	Tenant Security Deposits	518.00	31,961.19
1020-0000-211999	Tenant Refunds	-	8,138.18
1020-0000-212000	Accrued Payroll	-	7,122.76
1020-0000-213400	Utility Accrual	-	11,891.99
1020-0000-213500	Accrued Comp Absences - Curr	-	2,627.17
1020-0000-213700	Payment in Lieu of Taxes	1,965.00	26,160.64
1020-0000-214000	Accrued Comp Absences - non curr	-	14,887.27
1020-0000-260600	Note Payable Non Curr - PNC	(4,301.17)	717,766.22
1020-0000-260601	Note Payable - Curr - PNC	-	51,833.85
TOTAL LIABILITIES		(33,692.29)	1,374,466.27
EQUITY			
1020-0000-280100	Invest C	-	3,764,889.00
1020-0000-280500	Unrestricted Net Assets	-	(84,554.50)
1020-0000-282000	Income and Expense Clearing	64,628.96	(1,055,206.42)
1020-1020-282000	Income and Expense Clearing	-	(45,146.00)
1020-3000-282000	Income and Expense Clearing	-	1,553,258.81
TOTAL EQUITY		64,628.96	4,133,240.89
TOTAL LIABILITES & EQUITY		**30,936.67**	**5,507,707.16**

1080 LaRoy Froh Townhomes
Balance Sheet for September 2017

		Period Amount	Balance
ASSETS			
1080-0000-111102	Cash-Security Deposits	-	28,261.00
1080-0000-111111	Chase Checking	(55,649.43)	725,599.48
1080-0000-112200	Accounts Receivable	4,226.50	10,791.67
1080-0000-112201	Allowance for Doubtful Accounts	(1,029.00)	(1,743.11)
1080-0000-112500	Accounts Receivable HUD	-	1,073.13
1080-0000-114500	Accrued Interest Receivable	-	31.04
1080-5005-115700	Intercompany	(6,255.05)	(15,321.01)
1080-0000-116201	Investments Savings	-	128,036.35
1080-0000-121100	Prepaid Insurance	64,632.22	64,632.34
1080-0000-140000	Land	-	499,084.00
1080-3000-144000	Construction in Progress	-	756,674.55
1080-0000-146000	Dwelling Structures	-	11,805,229.11
1080-1080-146000	Dwelling Structures	-	520,795.00
1080-0000-146500	Dwelling Equipment - Ranges &	-	26,476.43
1080-0000-148100	Accumulated Depreciation-Build	-	(9,466,767.57)
1080-1080-148100	Accumulated Depreciation-Build	-	(96,075.00)
1080-0000-150300	Deferred Outflow - MERS	-	194,968.00
TOTAL ASSETS		**5,925.24**	**5,181,745.41**
LIABILITIES			
1080-0000-200000	OPEB Liability	-	324,823.00
1080-0000-200300	Pension Liability	-	146,984.00
1080-0000-210000	Construction Costs Payabe	-	25,896.00
1080-0000-211100	Accounts Payable	(22,381.91)	42.32
1080-0000-211400	Tenant Security Deposits	472.00	36,950.06
1080-0000-211999	Tenant Refunds	(44.00)	5,204.66
1080-0000-212000	Accrued Payroll	-	5,077.12
1080-0000-213400	Utility Accrual	-	12,846.41
1080-0000-213500	Accrued Comp Absences - Curr	-	855.38
1080-0000-213700	Payment in Lieu of Taxes	2,003.00	29,646.69
1080-0000-214000	Accrued Comp Absences - non curr	-	4,847.13
1080-0000-260600	Note Payable Non Curr - PNC	(2,540.69)	423,982.84
1080-0000-260601	Note Payable - Curr - PNC	-	30,618.13
TOTAL LIABILITIES		(22,491.60)	1,047,773.74
EQUITY			
1080-0000-280100	Invest C	-	4,031,104.00
1080-0000-280500	Unrestricted Net Assets	-	447,889.50
1080-0000-282000	Income and Expense Clearing	28,416.84	(1,301,999.57)
1080-1080-282000	Income and Expense Clearing	-	(26,635.00)
1080-3000-282000	Income and Expense Clearing	-	983,612.74
TOTAL EQUITY		28,416.84	4,133,971.67
TOTAL LIABILITES & EQUITY		**5,925.24**	**5,181,745.41**

Lansing Housing Commission
1010 Mt. Vernon Park
Balance Sheet for September 2017

		Period Amount	Balance
ASSETS			
1010-0000-111102	Cash-Security Deposits	-	15,825.00
1010-0000-111111	Chase Checking	(92,032.66)	505,408.33
1010-0000-112200	Accounts Receivable	4,674.95	7,773.42
1010-0000-112201	Allowance for Doubtful Accounts	16.66	(407.94)
1010-0000-112500	Accounts Receivable HUD	-	1,073.13
1010-0000-114500	Accrued Interest Receivable	-	31.04
1010-5005-115700	Intercompany	43,723.69	(6,868.88)
1010-0000-116201	Investments Savings	-	128,036.35
1010-0000-121100	Prepaid Insurance	60,344.47	60,346.18
1010-0000-140000	Land	-	245,012.00
1010-3000-144000	Construction in Progress	-	191,307.90
1010-0000-146000	Dwelling Structures	-	12,837,212.63
1010-1010-146000	Dwelling Structures	-	501,502.00
1010-0000-146500	Dwelling Equipment - Ranges &	-	405,196.70
1010-1010-146500	Dwelling Equipment - Ranges &	-	27,589.00
1010-3000-146500	Dwelling Equipment - Ranges &	-	8,823.96
1010-0000-148100	Accumulated Depreciation-Build	-	(10,521,447.10)
1010-1010-148100	Accumulated Depreciation-Build	-	(92,513.00)
1010-1010-148300	Accumulated Depreciation-Equip	-	(5,089.00)
1010-0000-150300	Deferred Outflow - MERS	-	180,071.00
TOTAL ASSETS		16,727.11	4,488,882.72
LIABILITIES			
1010-0000-200000	OPEB Liability	-	385,367.00
1010-0000-200300	Pension Liability	-	298,810.00
1010-0000-210000	Construction Costs Payabe	-	23,917.00
1010-0000-211100	Accounts Payable	(23,259.54)	-
1010-0000-211400	Tenant Security Deposits	1,201.00	31,109.30
1010-0000-211999	Tenant Refunds	44.00	7,464.59
1010-0000-212000	Accrued Payroll	-	7,617.05
1010-0000-213400	Utility Accrual	-	14,675.35
1010-0000-213500	Accrued Comp Absences - Curr	-	1,912.72
1010-0000-213700	Payment in Lieu of Taxes	1,684.00	24,747.00
1010-0000-214000	Accrued Comp Absences - non curr	-	10,838.78
1010-0000-260600	Note Payable Non Curr - PNC	(2,580.70)	430,659.74
1010-0000-260601	Note Payable - Curr - PNC	-	31,100.31
TOTAL LIABILITIES		(22,911.24)	1,268,218.84
EQUITY			
1010-0000-280100	Invest C	-	2,433,904.00
1010-0000-280500	Unrestricted Net Assets	-	443,085.50
1010-0000-282000	Income and Expense Clearing	39,638.35	(1,169,072.41)
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	-	1,532,501.72
TOTAL EQUITY		39,638.35	3,220,663.88
TOTAL LIABILITES & EQUITY		16,727.11	4,488,882.72

Lansing Housing Commission
1090 South Washington Park
Balance Sheet for September 2017

		Period Amount	Balance
ASSETS			
1090-0000-111102	Cash-Security Deposits	-	20,054.08
1090-0000-111111	Chase Checking	(59,601.03)	347,274.27
1090-0000-112200	Accounts Receivable	195.00	7,328.09
1090-0000-112201	Allowance for Doubtful Accounts	1,210.00	720.10
1090-0000-112500	Accounts Receivable HUD	-	1,073.11
1090-0000-114500	Accrued Interest Receivable	-	31.04
1090-5005-115700	Intercompany	32,471.29	(9,073.90)
1090-0000-116201	Investments Savings	-	128,036.36
1090-0000-121100	Prepaid Insurance	17,317.27	17,316.47
1090-0000-140000	Land	-	231,584.00
1090-0000-144000	Construction in Progress	-	67,652.33
1090-3000-144000	Construction in Progress	-	9,408,534.31
1090-0000-146000	Dwelling Structures	-	118,722.00
1090-1090-146000	Dwelling Structures	-	131,148.45
1090-0000-146500	Dwelling Equipment - Ranges &	-	13,600.40
1090-0000-148100	Accumulated Depreciation-Build	-	(7,226,204.42)
1090-1090-148100	Accumulated Depreciation-Build	-	(21,902.00)
1090-0000-150300	Deferred Outflow - MERS	-	179,703.00
TOTAL ASSETS		(8,407.47)	3,415,597.69
LIABILITIES			
1090-0000-200000	OPEB Liability	-	200,673.00
1090-0000-200300	Pension Liability	-	291,203.00
1090-0000-210000	Construction Costs Payabe	-	23,868.00
1090-0000-211100	Accounts Payable	(18,921.13)	-
1090-0000-211400	Tenant Security Deposits	590.00	29,311.50
1090-0000-211999	Tenant Refunds	(215.00)	11,351.18
1090-0000-212000	Accrued Payroll	-	10,307.82
1090-0000-213400	Utility Accrual	-	39,209.42
1090-0000-213500	Accrued Comp Absences - Curr	-	3,886.03
1090-0000-213700	Payment in Lieu of Taxes	237.00	(1,342.44)
1090-0000-214000	Accrued Comp Absences - non curr	-	22,020.80
1090-0000-260600	Note Payable Non Curr - PNC	(580.16)	96,814.99
1090-0000-260601	Note Payable - Curr - PNC	-	6,991.54
TOTAL LIABILITIES		(18,889.29)	734,294.84
EQUITY			
1090-0000-280100	Invest C	-	3,083,846.00
1090-0000-280500	Unrestricted Net Assets	-	117,903.50
1090-0000-282000	Income and Expense Clearing	10,481.82	(986,533.97)
1090-1090-282000	Income and Expense Clearing	-	(6,072.00)
1090-3000-282000	Income and Expense Clearing	-	472,159.32
TOTAL EQUITY		10,481.82	2,681,302.85
TOTAL LIABILITES & EQUITY		(8,407.47)	3,415,597.69

Lansing Housing Commission
Budget vs. Actual
AMP Consolidated
For the Period Ending September 30, 2017

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	$ 350,913	$ 393,300	$ (42,387)	$ 400,245	$ 1,573,200	$ 1,179,900
Tenant Revenue - Other	34,413	18,337	16,075	25,920	75,473	57,136
Total Tenant Revenue	$ 385,326	$ 411,637	$ (26,311)	$ 426,165	$ 1,648,673	$ 1,237,036
HUD PHA Operating Grants	906,904	886,027	20,877	939,669	3,544,108	2,658,081
CFP Operational Income	29,793	220,000	(190,208)	457,577	220,000	-
Fraud Recovery and Other	3,616	15,060	(11,444)	10,573	40,246	25,186
Total Operating Revenue	$ 1,325,639	$ 1,532,724	$ (207,086)	$ 1,833,984	$ 5,453,028	$ 3,920,303
Administrative Salaries	$ 77,623	$ 91,554	$ (13,931)	$ 85,966	$ 340,058	$ 248,504
Auditing Fees	-	-	-	-	16,900	16,900
Management Fees	118,499	117,860	639	254,879	469,261	351,400
Bookkeeping Fees	18,079	17,978	102	17,942	71,910	53,933
Employee Benefits Contributions - Administrative	29,807	36,965	(7,158)	31,866	145,859	108,894
Office Expenses	33,643	46,028	(12,385)	31,996	167,996	121,968
Legal Expense	28,644	26,932	1,712	20,831	106,779	79,847
Travel	251	249	2	360	996	747
Other	7,672	7,167	505	13,630	15,168	8,001
Tenant Services - Other	13,572	25,920	(12,348)	5,707	102,080	76,160
Water	109,570	86,050	23,520	81,934	355,395	269,346
Electricity	55,886	44,126	11,760	62,604	181,504	137,378
Gas	14,023	15,560	(1,537)	6,866	182,893	167,333
Other Utilities Expense	198	331	(133)	710	30,464	30,133
Ordinary Maintenance and Operations - Labor	117,817	163,520	(45,703)	110,991	610,916	447,397
Ordinary Maintenance and Operations - Material	76,881	75,043	1,838	146,006	303,269	228,226
Ordinary Maintenance and Operations - Contrac	339,883	224,619	115,264	182,915	875,816	651,197
Employee Benefits Contributions - Ordinary	55,860	73,297	(17,438)	51,248	289,888	216,591
Protective Services - Other Contract Costs	2,807	1,941	866	2,398	7,764	5,823
Property Insurance	33,843	32,541	1,302	29,530	130,163	97,622
Liability Insurance	13,679	13,438	241	12,556	53,754	40,315
Workers Compensation	1,359	4,372	(3,013)	4,410	17,489	13,117
All Other Insurance	3,721	798	2,924	2,004	3,191	2,393
Other General Expenses	46,905	25,275	21,630	65,994	109,400	84,125
Compensated Absences	-	-	-	64	-	-
Payments in Lieu of Taxes	15,966	23,700	(7,734)	-	81,114	57,415
Bad debt - Tenant Rents	11,775	10,566	1,209	19,365	42,264	31,698
Interest Expense	18,532	18,500	32	19,635	72,160	53,660
Total Operating Expenses	$ 1,246,495	$ 1,184,330	$ 62,165	$ 1,262,406	$ 4,784,452	$ 3,600,122
Net Income (Loss)	$ 79,143	$ 348,394	$ (269,251)	$ 571,579	$ 668,576	$ 320,182

Lansing Housing Commission
Budget vs. Actual
COCC
For the Period Ending September 30, 2017

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	$ 161,423	$ 278,923	$ (117,500)	$ 301,301	$ 755,690	$ 476,768
Bookkeeping Fees Income	18,079	17,979	100	17,942	71,916	53,937
Fraud Recovery and Other	12,976	18,831	(5,855)	3,310	75,330	56,499
Total Operating Revenue	$ 192,478	$ 315,733	$ (123,255)	$ 322,553	$ 902,936	$ 587,204
Administrative Salaries	$ 87,592	$ 92,963	$ (5,371)	$ 61,144	$ 402,839	$ 309,876
Auditing Fees	-	-	-	-	5,200	5,200
Employee Benefits Contributions - Admin	19,761	28,598	(8,836)	12,685	116,762	88,164
Office Expenses	14,735	13,945	790	282	40,546	26,601
Legal	345	500	(156)	771	2,000	1,500
Travel	125	420	(295)	(676)	1,680	1,260
Other	8,857	7,026	1,831	6,983	28,104	21,078
Tenant Services - Other	-	-	-	-	-	-
Water	241	375	(134)	100	1,500	1,125
Electricity	2,225	4,038	(1,813)	1,713	11,514	7,476
Gas	76	117	(41)	57	1,909	1,792
Other Utilities Expense	24	60	(36)		300	240
Ordinary Maintenance and Operations - Materia	3	75	(72)	-	300	225
Ordinary Maintenance and Operations - Contra	537	1,884	(1,347)	1,183	7,736	5,852
Protective Services - Other Contract Costs	313	150	163	261	600	450
Property Insurance	315	328	(12)	533	1,310	983
Liability Insurance	-	339	(339)	226	1,356	1,017
Workers Compensation	178	432	(254)	217	1,728	1,296
All Other Insurance	8,947	-	8,947	1,497	-	-
Other General Expenses	8,887	8,991	(104)	11,084	38,534	29,543
Compensated Absences	-	-	-	-	-	-
Interest Expense	2,825	2,826	(1)	3,114	10,860	8,034
Total Operating Expenses	$ 155,987	$ 163,066	$ (7,080)	$ 101,175	$ 674,778	$ 511,711
Net Income (Loss)	$ 36,491	$ 152,666	$ (116,175)	$ 221,377	$ 228,159	$ 75,493

Lansing Housing Commission
Budget vs. Actual
Housing Choice Voucher
For the Period Ending September 30, 2017

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	$ 2,320,103	$ 2,454,519	$ (134,416)	$ 2,645,494	$ 9,818,076	$ 7,363,557
Other Revenue	106	-	106	139	-	-
Fraud Recovery and Other	5,381	1,200	4,181	730	4,800	3,600
Total Operating Revenue	$ 2,325,590	$ 2,455,719	$ (130,129)	$ 2,646,363	$ 9,822,876	$ 7,367,157
Administrative Salaries	$ 73,935	$ 70,364	$ 3,571	$ 51,111	$ 255,352	$ 184,988
Auditing Fees	-	-	-	-	27,950	27,950
Management Fees	42,924	41,062	1,862	46,422	164,246	123,185
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	21,543	26,489	(4,946)	18,548	103,960	77,471
Office Expenses	46,136	57,640	(11,504)	28,825	154,800	97,160
Legal Expense	-	-	-	-	-	-
Travel	-	-	-	11	-	-
Other	16	6,600	(6,584)	193	26,400	19,800
Tenant Services - Other	-	-	-	-	-	-
Water	-	90	(90)	75	360	270
Electricity	-	390	(390)	454	1,560	1,170
Gas	22	360	(338)	20	1,440	1,080
Other Utilities Expense	95	-	95	-	-	-
Ordinary Maintenance and Operations - Materia	-	1,040	(1,040)	-	3,660	
Ordinary Maintenance and Operations - Contra	5,754	1,044	4,710	7,807	4,176	-
Protective services - Other Contract Costs	209	-	209	261	500	500
Property Insurance	-	-	-	-	-	-
Liability Insurance	4,293	4,243	51	3,922	16,970	12,728
Workers Compensation	2,310	1,085	1,226	1,053	6,338	5,254
All Other Insurance		276				
Other General Expenses	5,587	4,860	727	6,244	19,440	14,580
Compensated Absences		-	-		-	-
Housing Assistance Payments	2,424,262	2,249,211	175,051	2,273,808	8,996,844	6,747,633
Bad Debt - Tenant Rents		-	-		-	-
Interest Expense		-	-		-	-
Total Operating Expenses	$ 2,627,086	$ 2,464,753	$ 162,609	$ 2,438,756	$ 9,783,997	$ 7,319,244
Net Income (Loss)	$ (301,496)	$ (9,034)	$ (292,738)	$ 207,608	$ 38,879	$ 47,913

Lansing Housing Commission
Budget vs. Actual
Hildebrandt
For the Period Ending September 30, 2017

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	$ 93,306	$ 106,323	$ (13,017)	$ 102,794	$ 425,292	$ 318,969
Tenant Revenue - Other	9,123	5,675	3,448	5,451	22,640	16,965
Total Tenant Revenue	$ 102,429	$ 111,998	$ (9,569)	$ 108,245	$ 447,932	$ 335,934
			-			
HUD PHA Operating Grants	292,721	268,661	24,060	284,113	1,074,644	805,983
CFP Operational Income	7,448	40,000	(32,552)	119,213	40,000	-
Fraud Recovery and Other	119	5,000	(4,881)	1,541	11,252	6,252
Total Operating Revenue	$ 402,717	$ 425,659	$ (22,942)	$ 513,112	$ 1,573,828	$ 1,148,169
Administrative Salaries	$ 21,908	$ 22,218	$ (310)	$ 18,754	$ 82,524	$ 60,306
Auditing Fees	-	-	-	-	4,000	4,000
Management Fees	31,567	31,125	442	68,016	123,922	92,798
Bookkeeping Fees	4,816	4,748	69	4,845	18,990	14,243
Employee Benefits Contributions - Admin	9,296	9,161	135	5,536	36,159	26,998
Office Expenses	8,899	11,295	(2,396)	8,222	32,935	21,640
Legal	6,104	6,397	(293)	4,159	24,639	18,242
Travel	117	-	117	-	-	-
Other	(1,515)	600	(2,115)	1,234	2,400	1,800
Tenant Services - Other	2,590	7,440	(4,850)	1,585	29,760	22,320
Water	24,057	24,476	(419)	23,106	111,164	86,688
Electricity	7,507	7,215	292	16,327	28,860	21,645
Gas	2,552	660	1,892	2,227	33,393	32,733
Other Utilities Expense	-	-	-	-	9,100	9,100
Ordinary Maintenance and Operations - Labor	28,192	39,465	(11,273)	25,661	146,580	107,115
Ordinary Maintenance and Operations - Material	15,977	12,516	3,461	31,964	56,664	44,148
Ordinary Maintenance and Operations - Contrac	122,446	71,427	51,019	39,986	281,708	210,281
Employee Benefits Contributions - Ordinary	11,707	14,478	(2,771)	9,239	57,048	42,571
Protective Services - Other Contract Costs	922	921	1	614	3,684	2,763
Property Insurance	9,055	7,889	1,166	7,118	31,555	23,666
Liability Insurance	2,864	2,830	33	2,615	11,322	8,491
Workers Compensation	303	819	(515)	796	3,275	2,457
All Other Insurance	910	498	412	499	1,992	1,494
Other General Expenses	11,724	6,954	4,770	17,465	32,016	25,062
Compensated Absences		-			-	-
Payment in Lieu of Taxes	5,591	7,127	(1,536)	-	24,108	16,980
Bad debt - Tenant Rents	3,282	2,700	582	2,278	10,800	8,100
Interest Expense	7,969	7,955	14	8,443	31,029	23,074
Total Operating Expenses	$ 338,838	$ 300,913	$ 37,925	$ 300,691	$ 1,229,628	$ 928,714
Net Income (Loss)	$ 63,879	$ 124,746	$ (60,867)	$ 212,421	$ 344,200	$ 219,454

Lansing Housing Commission
Budget vs. Actual
LaRoy Froh
For the Period Ending September 30, 2017

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	$ 94,742	$ 106,383	$ (11,641)	$ 96,376	$ 425,532	$ 319,149
Tenant Revenue - Other	7,921	3,765	4,156	6,159	18,720	14,955
Total Tenant Revenue	$ 102,663	$ 110,148	$ (7,485)	$ 102,535	$ 444,252	$ 334,104
HUD PHA Operating Grants	260,169	252,306	7,863	258,105	1,009,224	756,918
CFP Operational Income	7,448	40,000	(32,552)	123,312	40,000	-
Fraud Recovery and Other	297	5,000	(4,703)	2,970	11,252	6,252
Total Operating Revenue	$ 370,577	$ 407,454	$ (36,877)	$ 486,923	$ 1,504,728	$ 1,097,274
Administrative Salaries	$ 11,054	$ 24,791	$ (13,737)	$ 20,819	$ 92,080	$ 67,289
Auditing Fees	-	-	-	-	4,900	4,900
Management Fees	30,289	30,092	197	64,847	119,811	89,719
Bookkeeping Fees	4,621	4,590	31	4,538	18,360	13,770
Employee Benefits Contributions - Admin	4,846	7,522	(2,676)	5,515	29,548	22,026
Office Expenses	8,712	8,473	239	6,187	37,091	28,618
Legal	6,961	7,836	(875)	4,276	31,344	23,508
Travel	-	249	(249)	13	996	747
Other	4,893	2,067	2,826	150	8,268	6,201
Tenant Services - Other	5,232	7,140	(1,908)	400	28,560	21,420
Water	16,600	16,624	(24)	13,916	66,495	49,872
Electricity	10,019	10,611	(592)	11,754	42,444	31,833
Gas	4,277	4,800	(523)	528	51,300	46,500
Other Utilities Expense	62	178	(116)	630	13,713	13,535
Ordinary Maintenance and Operations - Labor	28,280	38,074	(9,794)	23,414	140,002	101,928
Ordinary Maintenance and Operations - Material	29,771	36,039	(6,268)	55,336	143,656	107,617
Ordinary Maintenance and Operations - Contrac	130,630	62,827	67,803	61,414	260,418	197,591
Employee Benefits Contributions - Ordinary	16,278	21,549	(5,271)	14,588	85,256	63,707
Protective Services - Other Contract Costs	885	-	885	1,117	-	-
Property Insurance	11,573	11,177	397	9,892	44,706	33,530
Liability Insurance	3,594	3,535	59	3,295	14,140	10,605
Workers Compensation	294	819	(525)	796	3,275	2,457
All Other Insurance	1,124	-	1,124	568	-	-
Other General Expenses	12,060	5,532	6,528	22,778	26,228	20,696
Compensated Absences	-	-		64	-	-
Payment in Lieu of Taxes	5,955	7,135	(1,180)	-	25,329	18,194
Bad debt - Tenant Rents	4,297	3,000	1,297	1,820	12,000	9,000
Interest Expense	4,707	4,698	9	4,987	18,327	13,629
Total Operating Expenses	$ 357,015	$ 319,357	$ 37,657	$ 333,642	$ 1,318,248	$ 998,890
Net Income (Loss)	$ 13,563	$ 88,097	$ (74,534)	$ 153,281	$ 186,480	$ 98,383

Lansing Housing Commission
Budget vs. Actual
Mt. Vernon
For the Period Ending September 30, 2017

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	$ 81,060	$ 93,597	$ (12,537)	$ 110,139	$ 374,388	$ 280,791
Tenant Revenue - Other	7,979	4,397	3,582	5,708	16,113	11,716
Total Tenant Revenue	$ 89,039	$ 97,994	$ (8,955)	$ 115,846	$ 390,501	$ 292,507
HUD PHA Operating Grants	214,336	203,118	11,218	214,917	812,472	609,354
CFP Operational Income	7,448	40,000	(32,552)	108,515	40,000	-
Fraud Recovery and Other	1,417	5,000	(3,583)	3,101	11,252	6,252
		-				
Total Operating Revenue	$ 312,240	$ 346,112	$ (33,872)	$ 442,379	$ 1,254,225	$ 908,113
Administrative Salaries	$ 22,990	$ 21,513	$ 1,477	$ 18,666	$ 79,905	$ 58,392
Auditing Fees	-	-	-	-	4,000	4,000
Management Fees	28,617	28,617	0	62,443	113,938	85,321
Bookkeeping Fees	4,366	4,365	1	4,449	17,460	13,095
Employee Benefits Contributions - Admin	6,827	9,042	(2,216)	6,111	35,699	26,657
Office Expenses	9,059	14,856	(5,797)	7,678	52,229	37,373
Legal	5,538	5,124	414	3,770	20,496	15,372
Travel	134	-	134	-	-	-
Other	661	4,500	(3,839)	6,297	4,500	-
Tenant Services - Other	2,750	7,140	(4,390)	1,944	26,960	19,820
Water	22,828	22,000	828	13,890	85,936	63,936
Electricity	11,080	8,600	2,480	6,623	39,400	30,800
Gas	4,568	4,100	468	2,794	47,200	43,100
Other Utilities Expense	31	-	31	29	6,000	6,000
Ordinary Maintenance and Operations - Labor	17,002	38,633	(21,630)	20,389	148,470	109,838
Ordinary Maintenance and Operations - Materia	15,269	9,883	5,386	38,076	39,529	29,646
Ordinary Maintenance and Operations - Contra	65,296	68,555	(3,259)	37,085	246,800	178,245
Employee Benefits Contributions - Ordinary	11,065	18,595	(7,529)	10,917	73,914	55,320
Protective Services - Other Contract Costs	581	600	(19)	387	2,400	1,800
Property Insurance	9,520	8,874	646	7,981	35,498	26,623
Liability Insurance	3,441	3,359	82	3,174	13,435	10,076
Workers Compensation	279	1,094	(815)	1,226	4,375	3,282
All Other Insurance	989	-	989	506	-	-
Other General Expenses	10,368	5,862	4,506	12,816	23,448	17,586
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	4,100	5,703	(1,603)	-	19,439	13,736
Bad debt - Tenant Rents	1,582	1,866	(284)	-	7,464	5,598
Interest Expense	4,781	4,773	8	5,066	18,616	13,843
Total Operating Expenses	$ 263,720	$ 297,653	$ (33,934)	$ 272,319	$ 1,167,112	$ 869,459
Net Income (Loss)	$ 48,520	$ 48,459	$ 62	$ 170,060	$ 87,113	$ 38,654

Lansing Housing Commission
Budget vs. Actual
South Washington Park
For the Period Ending September 30, 2017

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	$ 81,805	$ 86,997	$ (5,192)	$ 90,936	$ 347,988	$ 260,991
Tenant Revenue - Other	9,390	4,500	4,890	8,603	18,000	13,500
Total Tenant Revenue	$ 91,195	$ 91,497	$ (302)	$ 99,539	$ 365,988	$ 274,491
HUD PHA Operating Grants	139,678	161,942	(22,264)	182,534	647,768	485,826
CFP Operational Income	7,448	100,000	(92,552)	106,538	100,000	-
Fraud Recovery and Other	1,783	60	1,723	2,960	6,492	6,432
Total Operating Revenue	$ 240,104	$ 353,499	$ (113,395)	$ 391,571	$ 1,120,248	$ 766,749
Administrative Salaries	$ 21,672	$ 23,032	$ (1,360)	$ 27,728	$ 85,549	$ 62,517
Auditing Fees	-	-	-	-	4,000	4,000
Management Fees	28,026	28,027	(1)	59,572	111,589	83,562
Bookkeeping Fees	4,276	4,275	1	4,110	17,100	12,825
Employee Benefits Contributions - Admin	8,838	11,239	(2,401)	14,703	44,453	33,214
Office Expenses	6,972	11,404	(4,432)	9,908	45,741	34,337
Legal	10,041	7,575	2,466	8,626	30,300	22,725
Travel	-	-	-	347	-	-
Other	3,634	-	3,634	5,948	-	-
Tenant Services - Other	3,000	4,200	(1,200)	1,777	16,800	12,600
Water	46,086	22,950	23,136	31,023	91,800	68,850
Electricity	27,281	17,700	9,581	27,898	70,800	53,100
Gas	2,627	6,000	(3,373)	1,316	51,000	45,000
Other Utilities Expense	106	153	(47)	50	1,652	1,499
Ordinary Maintenance and Operations - Labor	44,343	47,348	(3,005)	41,527	175,864	128,516
Ordinary Maintenance and Operations - Material	15,864	16,605	(741)	20,630	63,420	46,815
Ordinary Maintenance and Operations - Contrac	21,511	21,810	(299)	44,431	86,890	65,080
Employee Benefits Contributions - Ordinary	16,809	18,676	(1,867)	16,504	73,670	54,993
Protective Services - Other Contract Costs	420	420	-	280	1,680	1,260
Property Insurance	3,694	4,601	(907)	4,539	18,404	13,803
Liability Insurance	3,782	3,714	67	3,471	14,857	11,143
Workers Compensation	483	1,641	(1,158)	1,592	6,563	4,922
All Other Insurance	698	300	398	430	1,199	899
Other General Expenses	12,753	6,927	5,826	12,936	27,708	20,781
Compensated Absences		-			-	-
Payment in Lieu of Taxes	320	3,735	(3,415)	-	12,239	8,504
Bad debt - Tenant Rents	2,613	3,000	(387)	15,267	12,000	9,000
Interest Expense	1,075	1,074	1	1,139	4,188	3,114
Total Operating Expenses	$ 286,923	$ 266,406	$ 20,517	$ 355,754	$ 1,069,465	$ 803,059
Net Income (Loss)	$ (46,819)	$ 87,093	$ (133,912)	$ 35,817	$ 50,783	$ (36,310)

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

October 25, 2017

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:
September Housing Choice Voucher Monthly Report

CONTACT PERSON:
Kim Shirey
HCV Supervisor

Family Self Sufficiency:
The Lansing Housing Commission has 38 mandatory slots in the Family Self Sufficiency Program. (FSS) There are 20 participants. The FSS Grant Application has been submitted. It will take several months before we receive word if this Grant will be funded. LHC is looking to gather success stories to either attend orientations or provide a written statement regarding their success in the FSS program. We hope that this will allow those interested look past the instant gratification and become participants in the program.

HCV Orientations:
LHC had two (2) orientation during the month of September 2017 and twenty-seven (27) vouchers issued. Staff is working aggressively to lease up approximately 245 individuals over the next year to maximize all funding available. There are approximately 171 people out searching.

One (1) VASH orientation was also held for the month of September, for the two (2) referrals which were received.

Waiting List:
One Hundred and twenty-five (125) applications were pulled from the waiting list for the month of September 2017. This exhausts our February 2017 waiting list. Applicants had until September 29, 2017 to return the requested information.

Department Initiatives:
In the HCV Program there are currently 1,780 vouchers housed for all of it's programs. 55 participants are with the Shelter Plus Care Program (S+C), 79 are housed under the Permanent Supportive Housing Program (PSH), and 147 are housed under the

LANSING HOUSING
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HUD Veterans Affairs Supportive Housing (VASH). This leaves 1499 housed under the regular Housing Choice Voucher Program.

Voucher Utilization

August Voucher Program Total Units	1863
August Traditional HCV Utilization	1617
August % Utilized Units	87%

September Voucher Program Total Units	1863
September Traditional HCV Utilization	1646
September % Utilized Units	88%

Voucher Disbursement

HUD August HAP Disbursement	$796,164
LHC August HAP/UAP Disbursement	$880,281
% Voucher Funding Utilization	101%

HUD September HAP Disbursement	$796,164
LHC September HAP/UAP Disbursement	$875,797
% Voucher Funding Utilization	109%
HUD Held Reserves as of July 2017	$1,158,836

Based on HUD standards LHC's Voucher utilization is Optimized. However, LHC has determined the number of units leased can be increased approximately 214 units. The funding to pay for the increased utilization will come from HUD held reserves.

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. During the month of July, a quality control was conducted on nine (9) units and approved. This indicator is not scored by PIC, but based on an internal review. LHC is on track to receive all the points for this indicator which is a possible 20.

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 is on track to complete the 26 required file reviews, per fiscal year, and receive 20 points out of 20 for the fiscal year ending June 2018.

Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 05/01/2017. 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. New Utilities allowance schedule will be presented at the March Board Meeting.

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 36. During this reporting period zero (0) quality control inspections were conducted. A total of zero (0) conducted so far, this fiscal year. This indictor is not scored by PIC, but is based on an internal review. Based on the internal review LHC is on track to receive five (5) of the five (5) possible points.

Quality Control Inspections

PIC Scoring	Internal Scoring
N/A	0

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 indicates there were (8) 24-hour deficiencies and (44) 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.

The 2017 FMR's were approved by the Board to take effect 11/01/2017.

Payment Standards

PIC Scoring	Internal Scoring
N/A	5

Indicator 9- Annual Reexamination
This indicator is used to determine if LHC has completed a reexamination for each participating family at least every 12 months. As of September 30, the reporting rate is 95%. 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 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 109%. 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 38 mandatory slots, 20 slots/households or (55%) are enrolled. SEMAP certification requires the LHC to report the status of enrollment for the FSS program.

Enrollment and Escrow Accounts are documented by Indicator 14. As of this reporting period, LHC would receive eight (8) of 10 points.

FSS Enrollment

PIC Scoring	Internal Scoring
N/A	5

Currently 75% of the FSS participants enrolled in the program have escrow accounts. The maximum allowable points are five (10). LHC is currently doing an internal rating of eight (8) points.

Participants w/ Escrows

PIC Scoring	Internal Scoring
N/A	8

*Please note all PIC data is of 09/30/2017.

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

October 25, 2017

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:
September 2017 Asset Management Monthly Report

CONTACT PERSON:
Martell Armstrong
Executive Director

OVERVIEW:
Lansing Housing Commission ("LHC") communities had an overall occupancy rating of 97% (not including the modernization units) at the end of September. LHC has 97% occupancy including the units that are in modernization. LHC Unit Months Leased (UML) was 812 (with units in MOD) or 97% occupancy rate. LHC maintained a 97% occupancy level, which exceeds the 96% recovery plan occupancy goal.

Mt. Vernon Park occupancy was 99% at the end of September. There were one (1) households moved in, one (1) resident moved out, and zero (0) unit transfer's. The UML was 200 which equals 99%.

Hildebrandt Park occupancy was 97% at the end of September There were two (2) households moved in, two (2) residents moved out, and one (1) unit transfer's. The UML was 213 which equals 97%.

LaRoy Froh occupancy was 97% at the end of September. There were three (3) households moved in, one (1) residents moved out, and zero (0) unit transfer's. The UML was 206 which equals 97%.

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South Washington Park occupancy was 98% at the end of September. There were eight (8) households moved in, three (3) residents moved out, and zero (0) unit transfer. The UML was 193 which equals 97%.

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	200	99%	1	1	1	0
Hildebrandt	220	213	97%	2	2	1	0
LaRoy Froh	213	206	97%	3	1	0	0
S. Washington	198	193	97%	8	3	0	0
Totals	**833**	**812**	97%	**14**	**7**	**2**	**0**

Rent Collection:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
Mt Vernon	$ 25,894.00	$ 31,703.34	$ (5,809.34)	122%
Hildebrandt	$ 31,670.00	$ 34,976.50	$ (3,306.50)	110%
LaRoy Froh	$ 30,688.00	$ 33,290.50	$ (2,602.50)	108%
S. Washington	$ 26,196.00	$ 28,009.00	$ (1,813.00)	107%
Totals	**$ 114,448.00**	**$ 127,979.34**	**$ (13,531.34)**	112%

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Move Out Analysis:

Move out Reason	Mt. Vernon	Hildebrandt Park	LaRoy Froh	S. Washington
Moved Out (Left Area)	1	1	0	1
Lease Violation (No Court action)		0		0
Evicted – Nonpayment Judgment		1	1	2
Evicted – Nonpayment Writ Ordered but not executed				
Physical Eviction				
Criminal Activity				
Drug Activity				
Rent too high				
Transfer	1	1	0	0
Totals	**2**	**3**	**1**	**3**

Mt. Vernon Vacant Unit Status:

Unit	Make ready or Lease ready	Projected or actual Lease up date	Security deposit received	Comments or reason for length of status
1338	Bids in process	TBD	N/A	N/A
3346	Make Ready	Projected (10/14/17)	N	Vacant 9/29/17 Contractor in the unit now

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Hildebrandt Park Vacant Unit Status:

Unit	Make ready or Lease ready	Projected or actual Lease up date	Security deposit received	Comments or reason for length of status
3200-C Turner	Make Ready	10/10/2017	Yes	Will be completed this week, new move in will move in 10/13/2017, currently in another subsidized housing program
1220 High	Make Ready	10/13/2017	Transfer	Rehab will begin this week, the person moving here is a transfer
3204-B Turner	Make Ready	10/30/2017	No	No Contractors found, used contractors that we have for flooring and carpenter work 8/18/2017
3214-C	Lease Ready	10/11/2017	Processing applicants	1 bdrm transfers did not move, informal requested, pushed date back Move in 10/11/2017
1924 Hoyt	Make Ready	10/24/2017	Yes	No contractors, to speed up the process we contracted painting and flooring separately, limited carpenters 9/18/2017
2119 Forest	Make Ready	11/3/2017	Due 10/3/2017	No contractors, to speed up the process we contracted painting and flooring separately, limited carpenters 9/15/2017
1908 Hoyt	Make Ready	11/3/2017	Yes	No contractors, to speed up the process we contracted painting and flooring separately,

				limited carpenters 9/15/2017

LaRoy Froh Vacant Unit Status:

Unit	Make ready status	Projected or actual lease up date	Security deposit received	Comments/reason for length
2418	Make Ready	9-15-17	Unit transfer	Vacant 7-28-17. Biohazard team had to come back to treat crawl space.
2342	Make ready	10-6-17	Sept 8	Vacant 7-1-17
2450	Make ready	10-30-17	Paid	Vacant 8-18-17
5022	Make ready	10-15-17	Unit Transfer	Vacant 8-18-17
2356	Make ready	October 15	Unit transfer	Vacant 8-22-17
4638	Make ready	10-31-17	1st offer	Vacant 9-1-17
2334	Make Ready	11-15-17	1st offer	Vacant 9-18-17

South Washington Park Vacant Unit Status:

Unit	Make ready/Lease ready	Projected or actual lease up date	Security deposit received	Comments/reason for length
10333	Lease Ready	10-6-17	N	9-29-17
10437	Lease Ready	10-2-17	N	8-29-17
10305	Make Ready	10-15-17	N	9-25-17
10403	Make Ready	10-15-17	N	7-6-17 Unit has been treated for bed bugs multiple times and we are heat treating unit now

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LHC Board
Sign-In Sheet
Date of Meeting: October 25, 2017

Name	Organization	Phone #	E-mail
LISA PARSONS	LHC	487-9847	LISAP@Lanshc.org
Kim Shirey	LHC	487-0242	Kims@lanshc.org
Kim Gillespie	LHC	321-6054	Kimg@lanshc.org
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