

Agenda

Lansing Housing Commission

July 28, 2021

1. Call to Order
 - a. Roll Call
 - b. Approval of Minutes of June 23, 2021
2. Action Items:
3. Informational Items:
 - a. Finance Report June 2021 Steven Raiche
 - b. Housing Choice Voucher June 2021 Kim Shirey
 - c. Asset Management Report June 2021
 - Hildebrandt & Scattered Sites Andrea Bailey
 - Capitol City Senior Apts & LaRoy Froh Marcus Hardy
4. Discussion Items:
 - a. RAD Update
5. Other Items:
6. Executive Director's Comments.
7. President's Comments
8. Public Comment – limit 3 minutes per person.
9. Adjournment.



Minutes of the June 23, 2021

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. Loria Hall (absent) and Michael McKissic (absent).

STAFF:

Marcus Hardy	Douglas Fleming
Kim Shirey	Andrea Bailey
Steven Raiche – Contractor	Victor Verchereau - Contractor
Sam Spadafore – Contractor	

Guests:

None

Commissioner Henry moved and Commissioner Hall seconded a motion to approve the minutes of the May 26, 2021, commission meeting. **The Motion was approved by all members present.**

Action Items:

Resolution 1324 2021-2022 Budget

- Doug Fleming – LHC fiscal year is 7/1 to 6/30, and we are approaching the end of the fiscal year. There are 5-6 significant things in this budget. The biggest change, the new budget reflects the decreasing of management fees this is due to the RAD conversion. COCC will no longer get these fees. Next, we are leasing our employees and their benefits to the 3rd party management company. This allows the employees to remain LHC employees and continue to have their benefits. There is also an increase in developer fees. These are a result of the RAD transaction. The other addition to the budget is consolidating the AMPs into one AMP. This will happen at the end of 2021. The only thing that will be left at the AMPs will be the scattered sites. This will be effective 1/1/2022. Another change is that we will not get the same level of capital funds that we had previously. There will be a capital account established as a part of each entity, but these funds will not be from HUD. The last thing is the increase in staff in HCV. This is due to the increased utilization of the Housing Choice Vouchers, Kim



Shirey will talk more about this. There is an ongoing reduction of expenses related to maintenance. This will be seen in the future budget as well. There is fewer Unit Turn costs. At this point LHC is still on schedule with hitting the closing dates of Hildebrandt and LaRoy Froh, if this is the case the budget should be accurate.

- Budget Question – explain the difference in SWP and LRF budget. Answer: There are only 11 scattered sites for South Washington, LaRoy Froh is the last site to convert so the total units of LRF are included.
- Small income for HCV, does this come from FSS? Can we make money on HCV? Answer: HCV needs more vouchers. HCV has been working more aggressively to have more vouchers issued by pulling from the waiting list and opening the waiting list soon. There is a limit of landlords who accept HCV in the Lansing area, this is why LCH wants to build more affordable housing.
- Do the budgets get submitted to HUD? Answer: No, but they are on file and it must be presented to the board for approval.

Commissioner Henry moved Commissioner Robinson seconded a motion to approve the 2021-2022 Budget. **The motion was approved by all members present.**

Resolution 1325 Pre-payment to Retirement

- Doug Fleming – LHC has a retirement program for their employees. LHC has had a good year and is continuing to progress financially. Each AMP has built up significant cash balances. As we consolidate the AMPs the funds will also be consolidated. Getting the retirement benefits funded at a higher level will be beneficial to the employees. The proposal is to make a lump sum payment to bring the amount to a higher level.
- Steve – LHC is asking approval from the board to make a payment to the retirement plan of \$1.2 million dollars. This will not place LHC in a short-term cash crunch. This will take us to 93% funded.
- President Robinson – I believe this is the right thing to do for LHC present and past employees.

Commissioner Sober moved Commissioner Henry seconded a motion to approve the pre-payment to retirement. **The motion was approved by all members present.**



Resolution 1326 RAD and Section 18 Conversion at Hildebrandt

- Doug – LCH has done a couple RAD conversions. Waverly Place was a blended program, 75% of the units converted through RAD, 25% converted through Section 18. The new program that will impact Hildebrandt and LaRoy Froh is that they are at 60% RAD and 40% vouchers. HUD is requiring for closing that there is a specific resolution that the 60/40 blend program is being used. This is also included in the Annual Plan. This allows LHC to collect higher rent without impacting the rental amount of the residents. This is a tool to make the deals work better over the lifetime of the tax credit and affordable funding contract with HUD.
- It may be necessary to have an off-board meeting to have a resolution for LaRoy Froh closing.

President Robinson moved Commissioner Henry seconded a motion to approve the RAD and Section 18 Conversion at Hildebrandt. **The motion was approved by all members present.**

Informational Items:

Finance Report May 2021

Steven Raiche

- A reminder that we are in the last month of the fiscal year. We are focused on overall performance and individual performance of each AMP. This is also the time of year that LHC approves more invoices due to late invoices being sent in. There is a deduction in expenses particularly maintenance costs. Everything is rolling towards the June 30th deadline with numbers we can be proud of.
- President Robinson – standard finance call yesterday, cash balances are really strong.
- Steve – the audit will accelerate 9/1 – 9/30 compared to the prior years. We are optimistic that we will have a good draft of the audit report by October board meeting.

Housing Choice Voucher May 2021

Kim Shirey

Kim Shirey provided a brief overview of the May 2021 HCV Reports.

- HCV is trying to accelerate the numbers this is why we have brought on a staff member whose 90% of her position is to work on waitlist application. HCV is getting a 50% response rate because the list is just over a year old. HCV anticipates the new list will

open in July and this was sent to all of the community partners, so everyone is prepared.

- Challenges – processing the waiting list, it has been found people are over income, people left other agencies owing a balance and people not turning in applications. There are currently 100 people left on the waiting list. Last year HCV took in over 4,000 applicants and there is a random lottery to select those who will be added to the waiting list.
- 2 of the larger apartment communities Hunt Club and Benson Hills are no longer taking vouchers, they will begin charging market rate. This is a hit to larger communities that is willing to house voucher participants.
- Jennifer and Kim are forming a team to develop a landlord survey to send out to current landlords and to Holy Cross. Holy Cross will share their landlord list with HCV also. The survey will focus on what is preventing landlords to accept the voucher, what struggles are they facing, how can HCV assist the landlords.
- As we come to the end of the fiscal year a lot of grants with the City of Lansing are closing. One is Shelter Plus Care grant; this is a housing assistance program funded through HUD and managed by the City of Lansing. This provides rental assistance to those receiving services through CMH and who are chronically homeless. This mandates HCV to house 21 participants. HCV currently services over 40. CMH indicated that 98% of voucher recipients have maintained housing with the help of LHC as well as maintaining established treatment goals. All participants have not had interactions with prisons within the past year. All recipients have maintained at least an income of a disability payment.

Doug – We have also done an evaluation of the preference that LHC has with CMH. There are 14/15 vouchers not being used. LHC and MAG will assist CMH in utilizing the vouchers within the next 60 days.

Asset Management Report – May 2021

Hildebrandt (HP) & Public Housing (PH) Scattered Sites – Andrea Bailly

- **HP** had an occupancy rate of 95% at the end of May. This is due to not housing units to prepare for RAD. There were zero (0) move-ins, one (1) move-outs and zero (0) transfer.



There are 4 vacancies. There are 20 open work orders. Average open work orders are 15 days old.

Positive note: Garden beds are really thriving.

- **Public Housing Scattered Sites** had an occupancy rate of 97% at the end of May. We are pulling from the waiting list for these units. There was zero (0) move-in, one (1) move outs and zero (0) transfer.

There are 11 vacancies. We have a move in scheduled for next week and 4 applications are being processed. Also pulling from the waiting list to fill the additional units. There are 71 open work orders.

LaRoy Froh (LRF) & Capitol City Senior Apts – Marcus Hardy

- **LRF** had an occupancy rate of 92% at the end of May. There was zero (0) move-in, zero (0) move-outs and zero (0) transfer.

There are 8 vacant units. There are 40 open work orders.

Positive note: The food program is doing well.

- **Capitol City Senior Apts** had an occupancy rate of 84% at the end of May. There were zero (0) move-ins, zero (0) move-out and zero (0) transfer.

There was 29 vacant units due to RAD. There are 25 open work orders.

Positive note: Residents will have the ability to put in work orders online and make rental payments online.

Discussion Items:

- RAD update – Sam Spadafore
 - See presentation attached.

- Summer Resident Programming – Vic Verchereau
 - See presentation attached.

Other Items: none

Executive Director's Comments:

Activities

Capital Projects

- Security Camera's at Forest and Hoyt and COCC – should be up quickly. We will be able to watch all cameras at COCC.

RAD Activities

- Disposal of Scattered Sites (Section 18)
 - Letter to residents – 40+ responses referred to CAHP, there are 10-12 viable candidates that may qualify ultimately for purchase of their homes.
 - Environmental review – working closely with HUD and COL another meeting this week to move the selling of scattered housing forward.
 - RFP Draft completed asked people what they are willing to pay for scattered housing, will submit this to HUD and HUD will then give LHC approved to sell the houses. The response date August 20th.
- RAD transformation of AMP Units
 - Hildebrandt contractor
 - LaRoy Froh contractor RFP is due on June 18th.
 - Construction at Waverly Place and Capital City Senior progressing.
- Emergency Housing Vouchers (EHV)
 - 32 vouchers focus on homeless populations. Got an MOU with COCC and LHC is working with other services providers to house these 32 families.

Other Activities

- Site visits to LHC properties – routinely go through properties to see what is going on.
- Oliver Gardens re-syndication through LIHTC – weekly meetings to submit tax credit application for Oliver Gardens in October with MSHDA.
- Union negotiations – this will begin July 1st for the LHC maintenance.
- Return to office plan – July 6th



- Budget for 2021-22022
- Two development deals – Boji Site, across the street from 419 Cherry St (LHC Office) West Jr. High with General Capital Group.
- In person LHC board meeting in July, LHC will continue to offer virtual board meetings for the public.
- Ingham County Health Dept wants to extend the onsite vaccinations to other LHC properties.

Other Activities: none

President's Comments: none

Public Comment: limit 3 minutes per person

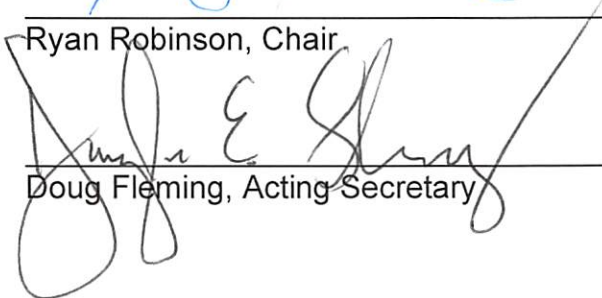
Other Business: none

Adjournment: The meeting was adjourned at 7:01 p.m.



Ryan Robinson, Chair

Date 9-16-21



Doug Fleming, Acting Secretary

Date 9-16-21

Lansing Housing Commission
Summary Results for JUNE FY2021

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total	COCC	HCV Admin	HCV	BA
REVENUE:									
Total Revenue Variance - Fav (Unfav)	83,298	(90,689)	(191,215)	185,684	(12,923)	25,490	13,469	10,217	
Tenant Revenue Variance	(26,785)	(5,677)	(5,867)	(24,112)	(62,441)	-	-	-	
HUD Revenue Variance	5,167	8,170	10,581	5,329	29,248	(15,682)	12,322	10,154	
Capital Fund Income	106,734	(93,266)	(193,266)	206,734	26,938	-	-	-	
Other Income	(1,819)	84	(2,664)	(2,268)	(6,667)	41,172	1,147	63	1,732
Other	-	-	-	-	-	-	-	-	-
Budgeted Revenue	109,188	122,903	111,007	85,476	428,573	74,964	81,131	958,471	N/A
% Variance fav (unfav)	76%	-74%	-172%	217%	-3%	34%	17%	1%	
EXPENSES:									
Total Expense Variance Unfav (Fav)	(59,156)	(30,567)	(23,530)	45,809	(67,444)	57,654	8,156	(24,600)	
Salary Expenses	(1,156)	(2,918)	(3,575)	(13,960)	(21,608)	13,127	3,479	-	-
Employee Benefit Expenses	837	1,173	(1,011)	(2,884)	(1,885)	1,373	2,781	-	-
Utilities	(16,925)	(7,513)	6,818	(28,306)	(45,926)	1,431	-	-	-
Write-offs	(2,346)	3,496	(468)	(916)	(234)	-	-	-	-
Legal	(631)	(1,177)	(2,356)	(1,095)	(5,259)	(300)	-	-	-
Professional Services	6,442	6,781	6,911	6,560	26,694	(2,042)	1,757	-	-
Admin Services	-	-	-	-	-	2,549	2,252	-	-
Recreation/Other Services	(533)	590	57	(1,000)	(887)	-	-	-	-
Insurance	(5,651)	(5,653)	(2,203)	(7,652)	(21,159)	(634)	(2,523)	-	-
Sundry/Postage/Office Supplies	544	(16)	(58)	4,423	4,893	2,099	(1,258)	-	(212)
Management Fee	(9,950)	(10,822)	(10,463)	(9,745)	(40,981)	-	2,464	-	-
HAP Expense	-	-	-	113,667	113,667	-	969	(24,600)	-
Inspections	100	290	(325)	-	65	34,640	(956)	-	-
Interest Expense	(1,141)	(1,902)	(1,123)	(256)	(4,422)	(27)	-	-	-
Maintenance Costs	(18,490)	(924)	(5,207)	(7,075)	(31,696)	138	74	-	-
Maintenance Contract - Unit Turns	(7,900)	(8,170)	(6,075)	(3,000)	(25,145)	-	-	-	-
Other	(2,356)	(3,802)	(4,452)	(2,951)	(13,562)	5,300	(886)	0	212
Budgeted Expense	112,986	117,046	110,242	92,043	432,317	54,840	69,274	957,456	N/A
% Variance fav (unfav)	52%	26%	21%	-50%	16%	-105%	-12%	3%	
Gain(Loss) on Sale of Assets	-	-	-	-	-	-	-	-	-
Curr Mo. Actual Net Income (Loss)	\$ 138,655	\$ (54,265)	\$ (166,921)	\$ 133,307	\$ 50,777	\$ (12,040)	\$ 17,170	\$ 35,832	\$ 1,944
YTD Actual Net Income (Loss) Net of CWIP	\$ 539,425	\$ 772,912	\$ 629,141	\$ 107,024	\$ 2,048,502	\$ 543,456	\$ 461,987	\$ 55,831	\$ 14,551,085
Prior YR YTD Net Income (Loss)	\$ 286,683	\$ 325,073	\$ 268,352	\$ 224,671	\$ 1,104,779	\$ 443,246	\$ 155,274	\$ 294,236	N/A
Cash Balance - June	\$ 404,436	\$ 503,953	\$ 616,869	\$ 390,852	\$ 1,916,110	\$ 1,350,385	\$ 1,119,729	\$ 465,867	\$ 393,609 \$ 2,304,225
Cash Balance - May	\$ 545,161	\$ 864,383	\$ 1,135,699	\$ 506,452	\$ 3,051,696	\$ 1,473,751	\$ 1,112,227	\$ 428,059	\$ 393,609 \$ 2,304,225
Cash Balance - April	\$ 560,316	\$ 823,751	\$ 1,083,168	\$ 457,764	\$ 2,924,999	\$ 1,456,141	\$ 1,092,343	\$ 486,386	\$ 393,609 \$ 2,304,225
Cash Balance - June 2020	\$ 586,642	\$ 691,966	\$ 675,747	\$ 625,621	\$ 2,579,975	\$ 856,102	\$ 827,066	\$ 496,344	

Lansing Housing Commission
Summary Results YTD for JUNE FY2021

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total
REVENUE:					
Total Revenue Variance - Fav (Unfav)	143,104	487,934	238,266	131,019	1,000,322
Tenant Revenue Variance	(164,372)	(62,135)	(91,988)	(86,066)	(404,561)
HUD Revenue Variance	340,618	386,167	389,603	218,812	1,335,200
Capital Fund Income	(20,773)	152,846	(22,154)	1,604	111,524
Other Income	(12,370)	11,056	(37,195)	(3,331)	(41,840)
Other	-	-	-	-	-
Budgeted Revenue	1,538,983	1,634,651	1,565,311	1,331,862	6,070,807
% Variance fav (unfav)	9%	30%	15%	10%	16%
EXPENSES:					
Total Expense Variance Unfav (Fav)	(323,540)	(208,533)	(308,840)	100,011	(740,901)
Salary Expenses	(16,168)	(10,026)	(23,668)	(41,379)	(91,241)
Employee Benefit Expenses	43	8,007	(11,156)	8,268	5,161
Utilities	(135,615)	(7,396)	19,088	(93,149)	(217,072)
Write-offs	(19,238)	2,618	(17,105)	(9,433)	(43,158)
Legal	(8,665)	(11,409)	(24,316)	(5,015)	(49,405)
Professional Services	22,204	20,562	18,676	18,488	79,930
Admin Services	(1,630)	(525)	(1,630)	40	(3,745)
Insurance	(17,815)	9,871	6,083	(30,754)	(32,614)
Sundry/Postage/Office Supplies	9,876	(8,438)	(1,256)	458	640
Management Fee	(19,848)	36,038	28,271	(30,991)	13,470
HAP Expense	225,003			225,191	450,194
Pilot	(7,125)	(11,340)	(9,888)	7,214	(21,138)
Inspections	250	2,117	(3,788)	150	(1,272)
Maintenance Costs	(215,441)	(121,208)	(164,460)	(43,390)	(544,499)
Maintenance Contract - Unit Turns	(131,615)	(120,633)	(126,226)	(13,848)	(392,322)
Other	(7,757)	3,231	2,536	108,160	106,170
Budgeted Expense	1,466,201	1,558,206	1,483,276	1,255,846	5,763,529
% Variance fav (unfav)	22%	13%	21%	-8%	13%
Gain(Loss) on Sale of Assets	(2,308,007)	-	-	(4,616,661)	(6,924,668)
YTD Actual Net Income (Loss) Net of CWIP	\$ 539,425	\$ 772,912	\$ 629,141	\$ 107,024	\$ 2,048,502
YTD Budgeted Net Income (Loss)	\$ 72,782	\$ 76,445	\$ 82,035	\$ 76,016	\$ 307,278
Prior YR YTD Net Income (Loss)	\$ 286,683	\$ 325,073	\$ 268,352	\$ 224,671	\$ 1,104,779

COCC	HCV Admin	HCV	BA
335,562	475,001	(135,757)	
-	-	-	
189,623	457,950	(145,435)	
-	-	-	
145,939	17,051	9,678	31,552
-	-	-	-
1,082,972	973,572	11,501,652	N/A
31%	49%	-1%	
198,828	60,270	(178,941)	-
93,366	16,299	-	-
18,291	7,024	-	-
(490)	573	-	-
-	-	-	-
(12,465)	-	-	-
(22,144)	(2,448)	-	-
71,538	-	-	30,000
(92)	(11,809)	-	-
6,243	1,649	-	467
-	32,013	-	-
-	-	(178,941)	-
-	-	-	-
35,543	(1,695)	-	-
3,079	17,551	-	-
-	-	-	-
5,960	1,113	-	(30,467)
676,251	926,315	11,489,472	N/A
-29%	-7%	2%	
-	-	-	14,550,000
\$ 543,456	\$ 461,987	\$ 55,364	\$ 14,551,085
\$ 406,721	\$ 47,257	\$ 12,180	N/A
\$ 443,246	\$ 155,274	\$ 294,236	N/A

JUNE Ratios

HCV Ratios		Prior Months	
Number of Vouchers Used	1,705	5/21	\$ 560.18
HCV 8002 Expenses	\$ 930,534.52	4/21	\$ 529.00
Average Cost Per Voucher	<u>\$ 545.77</u>	3/21	\$ 527.79

LIPH Ratios							Prior Months	
	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	Total	PY JUNE Total		
Year-to-Date Occupancy Rate								
YTD Average Number of Units Leased	122	215	205	135	677	799	5/21	94.7%
Number of Possible Units	132	220	213	151	716	833	4/21	94.9%
Year-to-Date Occupancy Rate	<u>92.4%</u>	<u>97.7%</u>	<u>96.2%</u>	<u>89.4%</u>	<u>94.6%</u>	<u>95.9%</u>	3/21	95.5%
Average Revenue Per Occupied Unit							5/21	\$ 567.07
Total LIPH Revenue	\$ 192,485.26	\$ 32,214.36	\$ (80,208.97)	\$ 271,159.11	\$ 415,649.76	\$ 451,931.61	4/21	\$ 577.50
Average Revenue Per Occupied Unit	<u>\$ 1,577.75</u>	<u>\$ 149.83</u>	<u>\$ (391.26)</u>	<u>\$ 2,008.59</u>	<u>\$ 613.96</u>	<u>\$ 565.62</u>	3/21	\$ 644.57
Average Tenant Revenue Per Occupied Unit							5/21	\$ 72.83
Total Tenant Revenue	\$ 2,933.00	\$ 25,203.00	\$ 19,393.00	\$ 2,188.00	\$ 49,717.00	\$ 85,541.00	4/21	\$ 74.07
Average Tenant Revenue Per Occupied Unit	<u>\$ 24.04</u>	<u>\$ 117.22</u>	<u>\$ 94.60</u>	<u>\$ 16.21</u>	<u>\$ 73.44</u>	<u>\$ 107.06</u>	3/21	\$ 112.19
Average Cost Per Occupied Unit							5/21	\$ 582.45
YTD Average Monthly Expenses	\$ 95,221.83	\$ 112,472.74	\$ 97,869.67	\$ 112,988.07	\$ 418,552.31	\$ 458,861.51	4/21	\$ 627.60
Average Cost Per Occupied Unit	<u>\$ 780.51</u>	<u>\$ 523.13</u>	<u>\$ 477.41</u>	<u>\$ 836.95</u>	<u>\$ 618.25</u>	<u>\$ 574.29</u>	3/21	\$ 638.23

Company Ratios						
	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	COCC	HCV Admin
Operating Reserves						
Bank Account Balance	\$ 404,435.80	\$ 503,952.85	\$ 616,869.43	\$ 390,851.66	\$ 1,350,384.63	\$ 1,119,728.80
YTD Expenses	\$ 1,142,661.93	\$ 1,349,672.93	\$ 1,174,435.99	\$ 1,355,856.81	\$ 875,078.93	\$ 986,585.72
Number of Months	12	12	12	12	12	12
Average Monthly Expenses	<u>\$ 95,221.83</u>	<u>\$ 112,472.74</u>	<u>\$ 97,869.67</u>	<u>\$ 112,988.07</u>	<u>\$ 72,923.24</u>	<u>\$ 82,215.48</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>4.25</u>	<u>4.48</u>	<u>6.30</u>	<u>3.46</u>	<u>18.52</u>	<u>13.62</u>
Prior Months						
05/21	5.61	7.67	11.78	5.11	21.28	13.78
04/21	5.67	7.14	11.12	4.52	21.16	13.40
03/21	5.40	6.45	10.22	5.70	24.36	13.21
06/20	5.16	5.73	5.66	5.95	14.23	11.20
06/19	3.58	3.90	4.78	4.51	17.81	7.12

Lansing Housing Commission
Budget vs. Actual
Mt. Vernon
For the Period Ending June 30, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 192,244	\$ 356,616	\$ (164,372)	\$ 369,793	\$ 356,616	\$ -
Tenant Revenue - Other	9,227	30,300	(21,073)	37,914	30,300	-
Total Tenant Revenue	<u>\$ 201,471</u>	<u>\$ 386,916</u>	<u>\$ (185,445)</u>	<u>\$ 407,707</u>	<u>\$ 386,916</u>	<u>\$ -</u>
HUD PHA Operating Grants	1,244,494	903,876	340,618	1,038,796	903,876	-
CFP Operational Income	220,312	150,000	70,312	175,079	150,000	-
Fraud Recovery and Other	(2,292,198)	7,106	(2,299,304)	30,333	7,106	-
Total Operating Revenue	<u>\$ (625,920)</u>	<u>\$ 1,447,898</u>	<u>\$ (2,073,818)</u>	<u>\$ 1,651,916</u>	<u>\$ 1,447,898</u>	<u>\$ -</u>
Administrative Salaries	\$ 94,690	\$ 93,485	\$ 1,205	\$ 90,029	\$ 93,485	\$ -
Auditing Fees	5,250	5,665	(415)	5,150	5,665	-
Management Fees	190,640	119,403	71,237	172,908	119,403	-
Bookkeeping Fees	14,455	17,460	(3,006)	17,283	17,460	-
Employee Benefits Contributions - Admin	33,813	38,203	(4,389)	29,764	38,203	-
Office Expenses	42,290	45,338	(3,048)	35,300	45,338	-
Legal	10,035	18,700	(8,665)	13,484	18,700	-
Travel	-	1,200	(1,200)	470	1,200	-
Other	15,323	-	15,323	2,003	-	-
Tenant Services - Other	1,656	18,396	(16,740)	2,328	18,396	-
Water	42,141	109,600	(67,459)	100,172	109,600	-
Electricity	22,770	44,100	(21,330)	43,664	44,100	-
Gas	10,970	57,900	(46,930)	59,472	57,900	-
Other Utilities Expense	7,306	7,200	106	7,134	7,200	-
Ordinary Maintenance and Operations - Labor	67,667	85,040	(17,373)	70,029	85,040	-
Ordinary Maintenance and Operations - Materials	32,028	80,000	(47,972)	102,391	80,000	-
Ordinary Maintenance and Operations - Contract	145,522	435,240	(289,718)	370,907	435,240	-
Employee Benefits Contributions - Ordinary	54,528	50,097	4,432	51,463	50,097	-
Protective Services - Other Contract Costs	1,268	3,200	(1,932)	1,935	3,200	-
Property Insurance	31,948	46,917	(14,969)	44,259	46,917	-
Liability Insurance	18,112	18,109	3	17,073	18,109	-
Workers Compensation	-	1,788	(1,788)	823	1,788	-
All Other Insurance	5,139	1,700	3,439	1,170	1,700	-
Other General Expenses	263,193	20,486	242,707	67,284	20,486	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	4,377	11,502	(7,125)	13,073	11,502	-
Bad debt - Tenant Rents	10,762	30,000	(19,238)	32,754	30,000	-
Interest Expense	16,781	14,389	2,392	15,871	14,389	-
Total Operating Expenses	<u>\$ 1,142,662</u>	<u>\$ 1,375,116</u>	<u>\$ (232,455)</u>	<u>\$ 1,368,195</u>	<u>\$ 1,375,116</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ (1,768,582)</u>	<u>\$ 72,782</u>	<u>\$ (1,841,364)</u>	<u>\$ 283,721</u>	<u>\$ 72,782</u>	<u>\$ -</u>

Lansing Housing Commission
Budget vs. Actual
Hildebrandt
For the Period Ending June 30, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 308,425	\$ 370,560	\$ (62,135)	\$ 359,400	\$ 370,560	\$ -
Tenant Revenue - Other	27,362	27,000	362	33,957	27,000	-
Total Tenant Revenue	<u>\$ 335,787</u>	<u>\$ 397,560</u>	<u>\$ (61,773)</u>	<u>\$ 393,357</u>	<u>\$ 397,560</u>	<u>\$ -</u>
HUD PHA Operating Grants	1,445,083	1,058,916	386,167	1,186,188	1,058,916	-
CFP Operational Income	323,931	80,000	243,931	170,425	80,000	-
Fraud Recovery and Other	17,784	7,090	10,694	24,047	7,090	-
Total Operating Revenue	<u>\$ 2,122,585</u>	<u>\$ 1,543,566</u>	<u>\$ 579,019</u>	<u>\$ 1,774,017</u>	<u>\$ 1,543,566</u>	<u>\$ -</u>
Administrative Salaries	\$ 89,413	\$ 95,744	\$ (6,331)	\$ 92,202	\$ 95,744	\$ -
Auditing Fees	5,250	5,665	(415)	5,150	5,665	-
Management Fees	252,573	129,866	122,706	192,456	129,866	-
Bookkeeping Fees	23,407	18,990	4,417	19,427	18,990	-
Employee Benefits Contributions - Admin	30,394	35,508	(5,115)	36,224	35,508	-
Office Expenses	39,359	48,660	(9,301)	44,725	48,660	-
Legal	15,806	27,215	(11,409)	20,521	27,215	-
Travel	-	960	(960)	642	960	-
Other	9,302	300	9,002	(53)	300	-
Tenant Services - Other	7,784	23,196	(15,412)	6,897	23,196	-
Water	120,051	110,550	9,501	119,278	110,550	-
Electricity	30,674	32,720	(2,046)	31,630	32,720	-
Gas	54,041	57,520	(3,479)	57,123	57,520	-
Other Utilities Expense	-	8,050	(8,050)	-	8,050	-
Ordinary Maintenance and Operations - Labor	87,777	91,473	(3,696)	84,062	91,473	-
Ordinary Maintenance and Operations - Material	48,124	81,710	(33,586)	68,559	81,710	-
Ordinary Maintenance and Operations - Contrac	283,859	485,750	(201,891)	441,026	485,750	-
Employee Benefits Contributions - Ordinary	78,008	64,887	13,122	49,465	64,887	-
Protective Services - Other Contract Costs	3,576	3,780	(204)	3,112	3,780	-
Property Insurance	56,748	47,242	9,506	43,983	47,242	-
Liability Insurance	20,620	17,654	2,966	16,127	17,654	-
Workers Compensation	-	1,944	(1,944)	897	1,944	-
All Other Insurance	5,543	1,700	3,843	516	1,700	-
Other General Expenses	42,501	26,439	16,062	64,784	26,439	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	4,677	16,017	(11,340)	15,028	16,017	-
Bad debt - Tenant Rents	12,218	9,600	2,618	8,712	9,600	-
Interest Expense	27,968	23,981	3,987	26,452	23,981	-
Total Operating Expenses	<u>\$ 1,349,673</u>	<u>\$ 1,467,121</u>	<u>\$ (117,448)</u>	<u>\$ 1,448,944</u>	<u>\$ 1,467,121</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 772,912</u>	<u>\$ 76,445</u>	<u>\$ 696,467</u>	<u>\$ 325,073</u>	<u>\$ 76,445</u>	<u>\$ -</u>

Lansing Housing Commission
Budget vs. Actual
LaRoy Froh
For the Period Ending June 30, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 211,132	\$ 303,120	\$ (91,988)	\$ 290,212	\$ 303,120	\$ -
Tenant Revenue - Other	10,145	54,240	(44,095)	48,459	54,240	-
Total Tenant Revenue	<u>\$ 221,277</u>	<u>\$ 357,360</u>	<u>\$ (136,083)</u>	<u>\$ 338,671</u>	<u>\$ 357,360</u>	<u>\$ -</u>
HUD PHA Operating Grants	1,343,663	954,060	389,603	1,071,943	954,060	-
CFP Operational Income	223,931	155,000	68,931	273,346	155,000	-
Fraud Recovery and Other	14,706	7,806	6,900	15,847	7,806	-
Total Operating Revenue	<u>\$ 1,803,577</u>	<u>\$ 1,474,226</u>	<u>\$ 329,351</u>	<u>\$ 1,699,807</u>	<u>\$ 1,474,226</u>	<u>\$ -</u>
Administrative Salaries	\$ 100,678	\$ 92,679	\$ 7,999	\$ 80,822	\$ 92,679	\$ -
Auditing Fees	5,250	5,665	(415)	5,150	5,665	-
Management Fees	244,914	125,558	119,356	183,120	125,558	-
Bookkeeping Fees	22,297	18,360	3,937	18,341	18,360	-
Employee Benefits Contributions - Admin	25,201	46,681	(21,480)	25,498	46,681	-
Office Expenses	28,519	39,241	(10,722)	33,412	39,241	-
Legal	5,684	30,000	(24,316)	18,048	30,000	-
Travel	-	-	-	64	-	-
Other	9,839	6,000	3,839	1,815	6,000	-
Tenant Services - Other	4,390	18,396	(14,006)	4,920	18,396	-
Water	82,624	73,500	9,124	71,919	73,500	-
Electricity	40,216	47,600	(7,384)	43,984	47,600	-
Gas	54,285	40,700	13,585	52,017	40,700	-
Other Utilities Expense	17,263	13,500	3,763	12,931	13,500	-
Ordinary Maintenance and Operations - Labor	65,981	97,648	(31,667)	88,543	97,648	-
Ordinary Maintenance and Operations - Material	48,838	94,400	(45,562)	107,325	94,400	-
Ordinary Maintenance and Operations - Contracts	183,145	417,200	(234,055)	438,815	417,200	-
Employee Benefits Contributions - Ordinary	68,520	58,195	10,325	49,813	58,195	-
Protective Services - Other Contract Costs	3,405	3,600	(195)	2,950	3,600	-
Property Insurance	64,361	61,282	3,079	57,969	61,282	-
Liability Insurance	20,715	21,983	(1,268)	21,915	21,983	-
Workers Compensation	-	1,884	(1,884)	868	1,884	-
All Other Insurance	12,357	1,700	10,657	516	1,700	-
Other General Expenses	38,536	24,360	14,176	62,770	24,360	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	1,604	11,492	(9,888)	9,954	11,492	-
Bad debt - Tenant Rents	9,295	26,400	(17,105)	22,755	26,400	-
Interest Expense	16,521	14,166	2,355	15,625	14,166	-
Total Operating Expenses	<u>\$ 1,174,436</u>	<u>\$ 1,392,191</u>	<u>\$ (217,755)</u>	<u>\$ 1,431,858</u>	<u>\$ 1,392,191</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 629,141</u>	<u>\$ 82,035</u>	<u>\$ 547,105</u>	<u>\$ 267,949</u>	<u>\$ 82,035</u>	<u>\$ -</u>

**Lansing Housing Commission
Budget vs. Actual
South Washington Park
For the Period Ending June 30, 2021**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 229,534	\$ 315,600	\$ (86,066)	\$ 327,386	\$ 315,600	\$ -
Tenant Revenue - Other	14,705	24,480	(9,775)	17,521	24,480	-
Total Tenant Revenue	<u>\$ 244,239</u>	<u>\$ 340,080</u>	<u>\$ (95,841)</u>	<u>\$ 344,907</u>	<u>\$ 340,080</u>	<u>\$ -</u>
HUD PHA Operating Grants	880,864	662,052	218,812	807,237	662,052	-
CFP Operational Income	320,312	227,623	92,690	293,190	227,623	-
Fraud Recovery and Other	(4,599,196)	11,022	(4,610,218)	40,044	11,022	-
Total Operating Revenue	<u>\$ (3,153,780)</u>	<u>\$ 1,240,777</u>	<u>\$ (4,394,557)</u>	<u>\$ 1,485,378</u>	<u>\$ 1,240,777</u>	<u>\$ -</u>
Administrative Salaries	\$ 59,510	\$ 73,230	\$ (13,720)	\$ 90,342	\$ 73,230	\$ -
Auditing Fees	5,250	5,665	(415)	5,150	5,665	-
Management Fees	177,035	116,941	60,094	169,261	116,941	-
Bookkeeping Fees	12,191	17,100	(4,909)	16,908	17,100	-
Employee Benefits Contributions - Admin	44,498	41,741	2,757	44,319	41,741	-
Office Expenses	33,560	41,249	(7,689)	44,000	41,249	-
Legal	11,485	16,500	(5,015)	15,464	16,500	-
Travel	-	-	-	277	-	-
Other	5,928	-	5,928	1,310	-	-
Tenant Services - Other	7,638	12,000	(4,362)	11,415	12,000	-
Water	157,442	204,200	(46,758)	187,514	204,200	-
Electricity	86,987	118,500	(31,513)	113,600	118,500	-
Gas	32,004	47,000	(14,996)	47,045	47,000	-
Other Utilities Expense	1,633	1,515	118	1,519	1,515	-
Ordinary Maintenance and Operations - Labor	79,025	106,684	(27,659)	104,600	106,684	-
Ordinary Maintenance and Operations - Material	29,849	66,752	(36,903)	59,434	66,752	-
Ordinary Maintenance and Operations - Contract	94,798	117,225	(22,427)	153,659	117,225	-
Employee Benefits Contributions - Ordinary	64,736	59,225	5,511	57,413	59,225	-
Protective Services - Other Contract Costs	2,931	2,040	891	1,590	2,040	-
Property Insurance	36,909	60,528	(23,619)	51,015	60,528	-
Liability Insurance	19,144	28,184	(9,040)	24,977	28,184	-
Workers Compensation	-	1,752	(1,752)	807	1,752	-
All Other Insurance	5,357	1,700	3,657	1,230	1,700	-
Other General Expenses	37,592	19,104	18,488	50,954	19,104	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	904	(6,310)	7,214	(2,562)	(6,310)	-
Housing Assistance Payments	225,191	-	225,191	-	-	-
Bad debt - Tenant Rents	(433)	9,000	(9,433)	4,748	9,000	-
Interest Expense	3,772	3,235	538	3,568	3,235	-
Total Operating Expenses	<u>\$ 1,234,938</u>	<u>\$ 1,164,761</u>	<u>\$ 70,178</u>	<u>\$ 1,259,558</u>	<u>\$ 1,164,761</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ (4,388,718)</u>	<u>\$ 76,016</u>	<u>\$ (4,464,734)</u>	<u>\$ 225,820</u>	<u>\$ 76,016</u>	<u>\$ -</u>

Lansing Housing Commission
Budget vs. Actual
AMP Consolidated
For the Period Ending June 30, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 941,335	\$ 1,345,896	\$ (404,561)	\$ 1,346,791	\$ 1,345,896	\$ -
Tenant Revenue - Other	61,440	136,020	(74,580)	137,851	136,020	-
Total Tenant Revenue	<u>\$ 1,002,774</u>	<u>\$ 1,481,916</u>	<u>\$ (479,142)</u>	<u>\$ 1,484,642</u>	<u>\$ 1,481,916</u>	<u>\$ -</u>
HUD PHA Operating Grants	4,914,104	3,578,904	1,335,200	4,104,164	3,578,904	-
CFP Operational Income	1,088,487	612,623	475,864	912,040	612,623	-
Fraud Recovery and Other	(6,858,904)	33,024	(6,891,928)	110,271	33,024	-
Total Operating Revenue	<u>\$ 146,461</u>	<u>\$ 5,706,467</u>	<u>\$ (5,560,005)</u>	<u>\$ 6,611,118</u>	<u>\$ 5,706,467</u>	<u>\$ -</u>
Administrative Salaries	\$ 344,292	\$ 355,139	\$ (10,847)	\$ 353,395	\$ 355,139	\$ -
Auditing Fees	21,000	22,660	(1,660)	20,600	22,660	-
Management Fees	865,162	491,769	373,393	717,745	491,769	-
Bookkeeping Fees	72,349	71,910	439	71,959	71,910	-
Employee Benefits Contributions - Administrative	133,906	162,133	(28,228)	135,805	162,133	-
Office Expenses	143,728	174,488	(30,760)	157,437	174,488	-
Legal Expense	43,010	92,415	(49,405)	67,518	92,415	-
Travel	-	2,160	(2,160)	1,453	2,160	-
Other	40,392	6,300	34,092	5,074	6,300	-
Tenant Services - Other	21,468	71,988	(50,520)	25,561	71,988	-
Water	402,258	497,850	(95,592)	478,883	497,850	-
Electricity	180,646	242,920	(62,274)	232,877	242,920	-
Gas	151,300	203,120	(51,820)	215,657	203,120	-
Other Utilities Expense	26,202	30,265	(4,063)	21,584	30,265	-
Ordinary Maintenance and Operations - Labor	300,451	380,845	(80,394)	347,234	380,845	-
Ordinary Maintenance and Operations - Material	158,838	322,862	(164,024)	337,709	322,862	-
Ordinary Maintenance and Operations - Contract	707,324	1,455,415	(748,091)	1,404,407	1,455,415	-
Employee Benefits Contributions - Ordinary	265,793	232,404	33,389	208,154	232,404	-
Protective Services - Other Contract Costs	11,180	12,620	(1,440)	9,588	12,620	-
Property Insurance	189,966	215,969	(26,003)	197,227	215,969	-
Liability Insurance	78,591	85,930	(7,339)	80,092	85,930	-
Workers Compensation	-	7,368	(7,368)	3,396	7,368	-
All Other Insurance	28,395	6,800	21,595	3,432	6,800	-
Other General Expenses	381,821	90,389	291,432	245,792	90,389	-
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	11,563	32,701	(21,138)	35,493	32,701	-
Bad debt - Tenant Rents	31,842	75,000	(43,158)	68,969	75,000	-
Interest Expense	65,042	55,770	9,272	61,515	55,770	-
Total Operating Expenses	<u>\$ 4,676,518</u>	<u>\$ 5,399,189</u>	<u>\$ (722,671)</u>	<u>\$ 5,508,555</u>	<u>\$ 5,399,189</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ (4,530,057)</u>	<u>\$ 307,278</u>	<u>\$ (4,837,335)</u>	<u>\$ 1,102,563</u>	<u>\$ 307,278</u>	<u>\$ -</u>

Lansing Housing Commission
Budget vs. Actual
COCC
For the Period Ending June 30, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 1,073,199	\$ 931,532	\$ 141,667	\$ 914,963	\$ 931,532	\$ -
Bookkeeping Fees Income	72,349	71,910	439	71,893	71,910	-
Fraud Recovery and Other	176,232	79,530	96,702	178,134	79,530	-
Total Operating Revenue	\$ 1,321,780	\$ 1,082,972	\$ 238,808	\$ 1,164,990	\$ 1,082,972	\$ -
Administrative Salaries	\$ 210,492	\$ 143,359	\$ 67,133	\$ 140,880	\$ 143,359	\$ -
Auditing Fees	5,250	5,665	(415)	5,150	5,665	-
Employee Benefits Contributions - Admin	61,498	45,022	16,476	48,768	45,022	-
Office Expenses	66,043	77,419	(11,376)	77,852	77,419	-
Legal	5,135	17,600	(12,465)	17,374	17,600	-
Travel	-	8,100	(8,100)	6,706	8,100	-
Other	32,000	30,704	1,296	48,656	30,704	-
Tenant Services - Other	-	-	-	4,006	-	-
Water	1,617	1,740	(123)	2,177	1,740	-
Electricity	14,147	14,400	(253)	12,116	14,400	-
Gas	2,667	2,815	(148)	3,079	2,815	-
Other Utilities Expense	535	500	35	398	500	-
Ordinary Maintenance and Operations - Material	111	-	111	254	-	-
Ordinary Maintenance and Operations - Contracts	84,761	6,708	78,053	30,381	6,708	-
Protective Services - Other Contract Costs	878	665	213	585	665	-
Property Insurance	2,947	2,483	464	2,228	2,483	-
Liability Insurance	113	1,469	(1,356)	1,242	1,469	-
Workers Compensation	-	3,600	(3,600)	1,481	3,600	-
All Other Insurance	4,400	-	4,400	2,077	-	-
Other General Expenses	381,626	313,032	68,594	313,967	313,032	-
Compensated Absences	-	-	-	-	-	-
Interest Expense	860	970	(110)	2,368	970	-
Total Operating Expenses	\$ 875,079	\$ 676,251	\$ 198,828	\$ 721,744	\$ 676,251	\$ -
Net Income (Loss)	\$ 446,701	\$ 406,721	\$ 39,980	\$ 443,246	\$ 406,721	\$ -

**Lansing Housing Commission
Budget vs. Actual
Housing Choice Voucher
For the Period Ending June 30, 2021**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 12,775,559	\$ 12,463,044	\$ 312,515	\$ 12,622,992	\$ 12,463,044	\$ -
Other Revenue	6,305	-	6,305	7,829	-	-
Fraud Recovery and Other	32,604	12,180	20,424	21,666	12,180	-
Total Operating Revenue	<u>\$ 12,814,468</u>	<u>\$ 12,475,224</u>	<u>\$ 339,244</u>	<u>\$ 12,652,486</u>	<u>\$ 12,475,224</u>	<u>\$ -</u>
Administrative Salaries	\$ 346,580	\$ 330,281	\$ 16,299	\$ 299,072	\$ 330,281	\$ -
Auditing Fees	26,250	28,325	(2,075)	25,750	28,325	-
Management Fees	208,037	194,714	13,323	197,218	194,714	-
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	94,807	104,548	(9,741)	77,154	104,548	-
Office Expenses	167,640	146,630	21,010	159,730	146,630	-
Legal Expense	-	-	-	-	-	-
Travel	-	-	-	1,066	-	-
Other	(0)	60,200	(60,200)	200	60,200	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	973	400	573	730	400	-
Ordinary Maintenance and Operations - Material	-	-	-	-	-	-
Ordinary Maintenance and Operations - Contract	80,168	4,056	76,112	65,012	4,056	-
Protective services - Other Contract Costs	269	200	69	209	200	-
Property Insurance	1,480	-	1,480	1,657	-	-
Liability Insurance	16,653	21,541	(4,888)	17,455	21,541	-
Workers Compensation	-	8,400	(8,400)	6,532	8,400	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	24,572	27,020	(2,448)	34,010	27,020	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	11,310,531	11,489,472	(178,941)	11,317,183	11,489,472	-
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 12,277,959</u>	<u>\$ 12,415,787</u>	<u>\$ (137,828)</u>	<u>\$ 12,202,977</u>	<u>\$ 12,415,787</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 536,509</u>	<u>\$ 59,437</u>	<u>\$ 477,072</u>	<u>\$ 449,509</u>	<u>\$ 59,437</u>	<u>\$ -</u>

Lansing Housing Commission
1010 Mt. Vernon Park
Balance Sheet for June 2021

	Period Amount	Balance
ASSETS		
1010-0000-111102 Cash-Security Deposits	(23,096.30)	10,200.30
1010-0000-111111 Chase Checking	(140,482.59)	406,588.80
1010-0000-112200 Accounts Receivable	1,540.33	10,641.40
1010-0000-112201 Allowance for Doubtful Accounts	(154.03)	(1,064.14)
1010-0000-112220 A/R Repayment Agreement	(118.00)	570.00
1010-0000-112500 Accounts Receivable HUD	-	-
1010-2010-112500 Accounts Receivable HUD	-	-
1010-0000-114500 Accrued Interest Receivable	-	128.21
1010-5005-115700 Intercompany	2,032.23	(29,079.65)
1010-0000-116201 Investments Savings	-	133,568.06
1010-0000-121100 Prepaid Insurance	457.24	4,878.00
1010-0000-140000 Land	-	114,150.00
1010-0000-144000 Construction in Progress	-	6,053.00
1010-3000-144000 Construction in Progress	-	53,314.39
1010-0000-146000 Dwelling Structures	-	2,567,885.60
1010-1010-146000 Dwelling Structures	-	-
1010-0000-146500 Dwelling Equipment - Ranges &	-	20,325.87
1010-1010-146500 Dwelling Equipment - Ranges &	-	-
1010-3000-146500 Dwelling Equipment - Ranges &	-	-
1010-0000-148100 Accumulated Depreciation-Build	-	(2,279,268.23)
1010-1010-148100 Accumulated Depreciation-Build	-	-
1010-1010-148300 Accumulated Depreciation-Equip	-	-
1010-0000-150300 Deferred Outflow - MERS	-	55,851.00
1010-0000-150301 Deferred Outflows-OPEB	-	19,155.00
TOTAL ASSETS	(159,821.12)	1,093,897.61
LIABILITIES		
1010-0000-200000 OPEB Liability	-	31,309.00
1010-0000-200300 Pension Liability	(295,517.00)	(62,607.00)
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	(3,775.31)	-
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	(376.00)	10,200.30
1010-0000-211999 Tenant Refunds	1,191.96	6,231.00
1010-0000-212000 Accrued Payroll	-	8,381.35
1010-0000-213400 Utility Accrual	-	-
1010-0000-213500 Accrued Comp Absences - Curr	-	1,373.98
1010-0000-213700 Payment in Lieu of Taxes	-	17,802.56
1010-0000-214000 Accrued Comp Absences - non curr	-	7,785.84
1010-0000-260600 Note Payable Non Curr - PNC	-	-
1010-0000-260601 Note Payable - Curr - PNC	-	-
1010-0000-210000 Deferred Inflow - MERS	-	7,979.00
1010-0000-270000 Deferred Inflows	-	61,492.00
TOTAL LIABILITIES	(298,476.35)	89,948.03
EQUITY		
1010-0000-280100 Invest C	-	2,433,904.00
1010-0000-280500 Unrestricted Net Assets	-	801,692.03
1010-0000-282000 Income and Expense Clearing	138,655.23	(4,149,302.95)
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	-	(54,628.80)
1010-2010-282000 Income and Expense Clearing	-	(75.00)
1010-3000-282000 Income and Expense Clearing	-	1,972,758.43
TOTAL EQUITY	138,655.23	1,003,949.58
TOTAL LIABILITIES & EQUITY	(159,821.12)	1,093,897.61

**Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for June 2021**

	Period Amount	Balance
ASSETS		
1020-0000-111102 Cash-Security Deposits	(1,809.00)	36,398.00
1020-0000-111111 Chase Checking	(360,326.33)	503,952.85
1020-0000-112200 Accounts Receivable	(1,177.64)	20,361.19
1020-0000-112201 Allowance for Doubtful Accounts	293.90	(1,921.12)
1020-0000-112220 A/R Repayment Agreement	(17.00)	102.00
1020-0000-112500 Accounts Receivable HUD	-	-
1020-2010-112500 Accounts Receivable HUD	-	-
1020-0000-114500 Accrued Interest Receivable	-	128.21
1020-5005-115700 Intercompany	15,551.57	(25,760.57)
1020-0000-116201 Investments Savings	-	133,568.06
1020-0000-121100 Prepaid Insurance	(42.42)	13,540.78
1020-0000-140000 Land	-	440,132.00
1020-0000-144000 Construction in Progress	-	73,200.98
1020-3000-144000 Construction in Progress	-	244,142.06
1020-0000-146000 Dwelling Structures	-	14,809,206.91
1020-1020-146000 Dwelling Structures	-	640,279.00
1020-0000-146500 Dwelling Equipment - Ranges &	-	88,404.42
1020-1020-146500 Dwelling Equipment - Ranges &	-	242,488.00
1020-0000-148100 Accumulated Depreciation-Build	-	(11,912,574.25)
1020-1020-148100 Accumulated Depreciation-Build	-	(246,176.00)
1020-1020-148300 Accumulated Depreciation-Equip	-	(93,232.00)
1020-0000-150300 Deferred Outflow - MERS	-	46,771.00
1020-0000-150301 Deferred Outflows-OPEB	-	10,027.00
TOTAL ASSETS	(347,526.92)	5,023,038.52
LIABILITIES		
1020-0000-200000 OPEB Liability	-	16,389.00
1020-0000-200300 Pension Liability	(294,655.00)	(99,607.00)
1020-0000-210000 Construction Costs Payable	-	-
1020-0000-211100 Accounts Payable	(3,368.17)	-
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	105.00	36,398.00
1020-0000-211999 Tenant Refunds	4,655.99	14,048.52
1020-0000-212000 Accrued Payroll	-	9,024.74
1020-0000-213400 Utility Accrual	-	21,455.02
1020-0000-213500 Accrued Comp Absences - Curr	-	3,100.67
1020-0000-213700 Payment in Lieu of Taxes	-	24,541.68
1020-0000-214000 Accrued Comp Absences - non curr	-	17,570.47
1020-0000-260600 Note Payable Non Curr - PNC	-	-
1020-0000-260601 Note Payable - Curr - PNC	-	-
1020-0000-210000 Deferred Inflow - MERS	-	6,682.00
1020-0000-270000 Deferred Inflows	-	32,189.00
TOTAL LIABILITIES	(293,262.18)	81,792.10
EQUITY		
1020-0000-280100 Invest C	-	3,764,889.00
1020-0000-280500 Unrestricted Net Assets	-	(35,006.10)
1020-0000-282000 Income and Expense Clearing	(54,264.74)	(852,223.00)
1020-1020-282000 Income and Expense Clearing	-	(103,998.00)
1020-2010-282000 Income and Expense Clearing	-	(56.25)
1020-3000-282000 Income and Expense Clearing	-	2,167,640.77
TOTAL EQUITY	(54,264.74)	4,941,246.42
TOTAL LIABILITIES & EQUITY	(347,526.92)	5,023,038.52

**Lansing Housing Commission
1080 LaRoy Froh Townhomes
Balance Sheet for June 2021**

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	76.00	40,398.00
1080-0000-111111 Chase Checking	(521,506.30)	616,869.43
1080-0000-112200 Accounts Receivable	8,199.08	14,875.21
1080-0000-112201 Allowance for Doubtful Accounts	(824.91)	(1,492.52)
1080-0000-112220 A/R Repayment Agreement	(17.00)	114.00
1080-0000-112500 Accounts Receivable HUD	(2,000.00)	-
1080-2010-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	-
1080-0000-114500 Accrued Interest Receivable	-	128.21
1080-5005-115700 Intercompany	26,335.45	(21,116.35)
1080-0000-116201 Investments Savings	-	133,568.05
1080-0000-121100 Prepaid Insurance	-	17,864.24
1080-0000-140000 Land	-	499,084.00
1080-0000-144000 Construction in Progress	-	111,737.04
1080-3000-144000 Construction in Progress	-	213,683.80
1080-0000-146000 Dwelling Structures	-	12,792,393.80
1080-1080-146000 Dwelling Structures	-	520,795.00
1080-0000-146500 Dwelling Equipment - Ranges &	-	51,291.24
1080-0000-148100 Accumulated Depreciation-Build	-	(10,248,718.71)
1080-1080-148100 Accumulated Depreciation-Build	-	(200,235.00)
1080-0000-150300 Deferred Outflow - MERS	-	60,470.00
1080-0000-150301 Deferred Outflows-OPEB	-	16,146.00
TOTAL ASSETS	(489,737.68)	4,617,855.44
LIABILITIES		
1080-0000-200000 OPEB Liability	-	26,390.00
1080-0000-200300 Pension Liability	(314,786.00)	(62,607.00)
1080-0000-210000 Construction Costs Payable	-	-
1080-0000-211100 Accounts Payable	(12,602.15)	-
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	(365.00)	40,398.00
1080-0000-211999 Tenant Refunds	4,936.63	11,282.38
1080-0000-212000 Accrued Payroll	-	7,179.25
1080-0000-213400 Utility Accrual	-	22,611.39
1080-0000-213500 Accrued Comp Absences - Curr	-	772.69
1080-0000-213700 Payment in Lieu of Taxes	-	11,373.24
1080-0000-214000 Accrued Comp Absences - non curr	-	4,378.57
1080-0000-260600 Note Payable Non Curr - PNC	-	-
1080-0000-260601 Note Payable - Curr - PNC	-	-
1080-0000-210000 Deferred Inflow - MERS	-	8,639.00
1080-0000-270000 Deferred Inflows	-	51,831.00
TOTAL LIABILITIES	(322,816.52)	122,248.52
EQUITY		
1080-0000-280100 Invest C	-	4,031,104.00
1080-0000-280500 Unrestricted Net Assets	-	134,241.63
1080-0000-282000 Income and Expense Clearing	(166,921.16)	(1,231,430.49)
1080-1080-282000 Income and Expense Clearing	-	(61,355.00)
1080-2010-282000 Income and Expense Clearing	-	(56.25)
1080-3000-282000 Income and Expense Clearing	-	1,623,103.03
TOTAL EQUITY	(166,921.16)	4,495,606.92
TOTAL LIABILITIES & EQUITY	(489,737.68)	4,617,855.44

**Lansing Housing Commission
1090 South Washington Park
Balance Sheet for June 2021**

	Period Amount	Balance
ASSETS		
1090-0000-111102 Cash-Security Deposits	(21,307.00)	1,777.00
1090-0000-111111 Chase Checking	(117,826.17)	388,698.66
1090-0000-112000 Accounts Receivable - Operations	-	33,093.00
1090-0000-112200 Accounts Receivable	(7,310.60)	4,182.60
1090-0000-112201 Allowance for Doubtful Accounts	159.16	(3,727.56)
1090-0108-112201 Allowance for Doubtful Accounts	-	-
1090-0000-112220 A/R Repayment Agreement	-	-
1090-0000-112500 Accounts Receivable HUD	-	-
1090-2010-112500 Accounts Receivable HUD	-	-
1090-0000-114500 Accrued Interest Receivable	-	128.21
1090-5005-115700 Intercompany	(17,806.05)	(6,606.97)
1090-0000-116201 Investments Savings	-	133,568.05
1090-0000-121100 Prepaid Insurance	-	1,690.89
1090-0000-140000 Land	-	36,534.00
1090-0000-144000 Construction in Progress	6,500.00	3,650.00
1090-3000-144000 Construction in Progress	(2,267,272.95)	72,259.90
1090-0000-146000 Dwelling Structures	-	288,076.96
1090-1090-146000 Dwelling Structures	-	-
1090-0000-146500 Dwelling Equipment - Ranges &	-	2,558.79
1090-0000-147000 Nondwellin Structures	-	-
1090-0000-148100 Accumulated Depreciation-Build	-	(279,278.86)
1090-1090-148100 Accumulated Depreciation-Build	-	-
1090-0000-150300 Deferred Outflow - MERS	-	55,736.00
1090-0000-150301 Deferred Outflows-OPEB	-	9,975.00
TOTAL ASSETS	(2,424,863.61)	742,315.67
LIABILITIES		
1090-0000-200000 OPEB Liability	-	16,304.00
1090-0000-200300 Pension Liability	(295,041.00)	(62,607.00)
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	(369.87)	-
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	156.00	1,777.00
1090-0000-211999 Tenant Refunds	(2,142.99)	1,914.00
1090-0000-212000 Accrued Payroll	-	12,098.57
1090-0000-213400 Utility Accrual	-	-
1090-0000-213500 Accrued Comp Absences - Curr	-	2,860.96
1090-0000-213700 Payment in Lieu of Taxes	-	(6,684.84)
1090-0000-214000 Accrued Comp Absences - non curr	-	16,212.05
1090-0000-260600 Note Payable Non Curr - PNC	-	-
1090-0000-260601 Note Payable - Curr - PNC	-	-
1090-0000-210000 Deferred Inflow - MERS	-	7,962.00
1090-0000-270000 Deferred Inflows	-	32,021.00
TOTAL LIABILITIES	(297,397.86)	21,857.74
EQUITY		
1090-0000-280100 Invest C	-	3,083,846.00
1090-0000-280500 Unrestricted Net Assets	-	52,038.44
1090-0000-282000 Income and Expense Clearing	(2,127,465.75)	(4,192,329.11)
1090-1090-282000 Income and Expense Clearing	-	(13,987.00)
1090-2010-282000 Income and Expense Clearing	-	(75.00)
1090-3000-282000 Income and Expense Clearing	-	1,790,964.60
TOTAL EQUITY	(2,127,465.75)	720,457.93
TOTAL LIABILITES & EQUITY	(2,424,863.61)	742,315.67

**Lansing Housing Commission
5005 Central Office Cost Center
Balance Sheet for June 2021**

	Period Amount	Balance
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	45,093.99	112,538.63
5005-0000-111111 Chase Checking	(123,555.85)	1,350,384.63
5005-0000-112500 Accounts Receivable HUD	36,944.00	378,040.89
5005-0000-112954 Accounts Receivables-Misc	-	40,133.05
5005-1010-115700 Intercompany	(2,032.23)	29,079.65
5005-1020-115700 Intercompany	(15,551.57)	25,760.57
5005-1080-115700 Intercompany	(26,335.45)	21,116.35
5005-1090-115700 Intercompany	17,806.05	6,606.97
5005-4001-115700 Intercompany	51.29	879,695.09
5005-8001-115700 Intercompany	(10,717.55)	58,354.23
5005-8002-115700 Intercompany	1,508.83	4,683.06
5005-8005-115700 Intercompany	(2,389.00)	(4,641.99)
5005-8010-115700 Intercompany	(1.04)	4,673.42
5005-8021-115700 Intercompany	-	-
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	-	3,956.51
5005-0000-121200 Prepaid - Other	(34,418.00)	222.00
5005-0000-140000 Land	-	190,000.00
5005-0000-144000 Construction in Progress	-	41,738.84
5005-0000-146000 Dwelling Structures	-	775,620.74
5005-0000-146500 Dwelling Equipment - Ranges &	-	335,281.25
5005-0000-148100 Accumulated Depreciation-Build	-	(1,050,121.93)
5005-0000-150102 Investment in OG	-	411,617.62
5005-0000-150300 Deferred Outflow - MERS	-	39,101.00
5005-0000-150301 Deferred Outflows-OPEB	-	9,452.00
TOTAL ASSETS	(113,596.53)	3,663,292.58
LIABILITIES		
5005-0000-200000 OPEB Liability	-	15,449.00
5005-0000-200300 Pension Liability	(1.00)	163,066.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	(4,975.58)	-
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	(216.00)	(216.00)
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-212000 Accrued Payroll	-	6,703.04
5005-0000-213400 Utility Accrual	-	1,474.63
5005-0000-213500 Accrued Comp Absences - Curr	-	1,524.24
5005-0000-214000 Accrued Comp Absences - non curr	-	8,637.38
5005-0000-224000 Tenant Prepaid Rent	390.00	3,375.00
5005-0000-260700 Note Payable Non Curr - Davenport	-	-
5005-0000-260701 Note Payable - Curr - Davenport	-	-
5005-0000-210000 Deferred Inflow - MERS	-	5,586.00
5005-0000-270000 Deferred Inflows	-	30,342.00
TOTAL LIABILITIES	(4,802.58)	235,941.29
EQUITY		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	327,575.00
5005-0000-282000 Income and Expense Clearing	(108,793.95)	3,071,228.00
5005-3000-282000 Income and Expense Clearing	-	-233,906.71
TOTAL EQUITY	(108,793.95)	3,427,351.29
TOTAL LIABILITIES & EQUITY	(113,596.53)	3,663,292.58

**Lansing Housing Commission
Housing Choice Voucher
Balance Sheet for June 2021**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
8001-0000-111111 Chase Checking	158,815.43	1,119,728.80
8001-2010-111111 Chase Checking	(151,314.10)	-
8002-0000-111111 Chase Checking	37,340.91	465,866.82
8002-0000-112200 Accounts Receivable	-	-
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	10,717.55	(58,354.23)
8002-5005-115700 Intercompany	(1,508.83)	(4,683.06)
8001-0000-121100 Prepaid Insurance	-	2,963.83
8001-2010-144000 Construction in Progress	-	3,753.83
8001-0000-146500 Dwelling Equipment - Ranges &	-	44,423.50
8001-0000-148100 Accumulated Depreciation-Build	-	(27,596.00)
8002-0000-148100 Accumulated Depreciation-Build	-	-
8001-0000-150300 Deferred Outflow - MERS	-	57,573.00
8001-0000-150301 Deferred Outflows-OPEB	-	27,406.00
TOTAL ASSETS	<u>54,050.96</u>	<u>1,631,082.49</u>
LIABILITIES		
8001-0000-200000 OPEB Liability	-	44,794.00
8001-0000-200300 Pension Liability	-	240,096.00
8001-0000-210000 Construction Costs Payabe	-	-
8001-0000-211100 Accounts Payable	(7,577.90)	-
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	-	-
8001-0000-211343 Accounts Payable Misc	-	-
8001-2010-211998 Deferred Income	(10,064.29)	-
8001-0000-212000 Accrued Payroll	-	16,924.22
8001-0000-213400 Utility Accrual	-	-
8001-0000-213500 Accrued Comp Absences - Curr	-	3,728.23
8001-0000-214000 Accrued Comp Absences - non curr	-	21,126.63
8001-0000-210000 Deferred Inflow - MERS	-	8,225.00
8001-0000-270000 Deferred Inflows	-	87,978.00
TOTAL LIABILITIES	<u>(17,642.19)</u>	<u>422,872.08</u>
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	35,861.07	1,062,092.56
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	35,832.08	57,087,788.48
8002-8002-282000 Income and Expense Clearing	-	(57,235,961.72)
TOTAL EQUITY	<u>71,693.15</u>	<u>1,208,210.41</u>
TOTAL LIABILITES & EQUITY	<u>54,050.96</u>	<u>1,631,082.49</u>

July 28, 2021

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

June 2021 Asset Management Monthly Report

CONTACT PERSON:

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

OVERVIEW:

Lansing Housing Commission ("LHC") communities had an overall occupancy rating of 92% (not including the modernization units) at the end of June. LHC Unit Months Leased (UML) was 638 (with units in MOD) or 92% occupancy rate. LHC maintained a 92% occupancy level, which does not meet the 96% recovery plan occupancy goal.

Public Housing (PH) Scattered Sites occupancy was 96% at the end of June. There were two (2) household moved in, three (3) residents moved out, and one (1) unit transfers. The total units occupied was 294 which equals 96%. At the end of June, PH scattered sites had a total of 137 open work orders.

Hildebrandt Park occupancy was 95% at the end of June. There were zero (0) households moved in, one (1) resident moved out, and zero (0) unit transfers. The total units occupied was 95 which equals 95%. At the end of June, Hildebrandt had a total of 39 open work orders.

LaRoy Froh occupancy was 92% at the end of June. There was zero (0) household moved in, zero (0) resident moved out, zero (0) unit transfers. The total units occupied was 92 which equals 92%. At the end of June, LaRoy Froh had a total of 45 open work orders.



Capitol City Senior occupancy was 84% at the end of June. There were zero (0) household moved in, zero (0) residents moved out, and zero (0) unit transfer. The total units occupied was 157 which equals 84%. At the end of June, Capitol City Senior had a total of 18 open work orders.

OCCUPANCY:

Site	Total Number of Units	UML Occupied 1st day of month including MOD units	Gross (including MOD Occupancy rate)	Move Ins	Move Outs	Transfer Units	Total MOD Units
PH Scattered Sites	306	294	96%	2	3	1	0
Hildebrandt	100	95	95%	0	1	0	0
LaRoy Froh	100	92	92%	0	0	0	0
Capitol City Senior	186	157	84%	0	0	0	0
Totals	692	638	92%	2	4	1	0

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
PH Scattered Sites	\$ TBD	\$ TBD	\$ TBD	TBD
Hildebrandt	\$ 28,084	\$ 33,176.75	\$ 0	118%
LaRoy Froh	\$ 20,635	\$ 25,584	\$ 0	124%
Capitol City Senior	\$ 21,127	\$ 15,035	\$ 6,092	71%
Totals	\$ 69,846	\$73,795.75	\$ 6,092	106%



PH Scattered Sites Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacant	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
5018 Starr	5	6-30-21	30	TBD	\$1200	
5603 Picardy	3	6-30-21	30	TBD	\$450	
6217 Grovenburg	3	11-1-20	338	7-25-21	\$2500	Processing/pulling applications
6211 Grovenburg	3	5-5-21	69	7-25-21	\$700	Processing/pulling applications
4343 Glenburne	2	3-12-21	109	7-1-21	\$1250	Processing/pulling applications
1944 Hoyt	2	10-6-20	253	6-15-21	\$3500	Processing/pulling applications
4151 Glenburne	2	9-16-20	269	8-10-21	\$1275	Processing/pulling applications
500 Mifflin	3	3-2-21	110	8-15-21	\$890	Carpentry work being assigned for completion
1912 Hoyt	2	1-6-21	200	8-1-21	\$2100	Carpentry work being assigned for completion
2165 Forest	2	3-2-21	109	7-31-21	\$1800	Carpentry work being assigned for completion
124 Howe	4	6-23-21	30	9-15-21	\$2250	
1507 Robertson	3	2-10-21	194	8-25-21	\$1675	Carpentry work being assigned for completion

Hildebrandt Park Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
3220-B Turner	2	2-2-21	150	TBD	TBD	Vacant for RAD
3220-C Turner	2	3-28-21	120	TBD	TBD	Vacant for RAD
3216-B Turner	2	4-25-21	90	TBD	TBD	Vacant for RAD
3202-A Turner	3	4-23-21	88	TBD	TBD	Vacant for RAD
3126-C Turner	5	3-28-21	120	TBD	TBD	Vacant for RAD

LaRoy Froh Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
2332 Reo	2	3-12-21	109			Completing Rehab
2212 Reo	3	10-22-20	281			
2440 Reo	3	11-19-20	253			
2508 Reo	3	2-10-21	139			
2220 Reo	3	4-30-21	62			
2520 Reo	2	4-30-21	62			
2224 Reo	5	4-28-21	65			
2448 Reo	4	4-25-21	66			

Capitol City Senior Vacant Unit Status:

Address	BR	Vacate Date	Total Days Vacate	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 20 days
3200 S Washington 211	1	3-31-20	465	TBD	TBD	Vacant due to RAD
3200 S Washington 226	1	3-10-20	476	TBD	TBD	Vacant due to RAD
3200 S Washington 301	1	3-15-20	456	TBD	TBD	Vacant due to RAD
3200 S Washington 320	1	6-1-20	393	TBD	TBD	Vacant due to RAD
3200 S Washington 402	1	4-30-20	415	TBD	TBD	Vacant due to RAD
3200 S Washington 409	1	4-6-20	359	TBD	TBD	Vacant due to RAD
3200 S Washington 115	1	8-5-20	325	TBD	TBD	Vacant due to RAD
3200 S Washington 514	1	11-7-19	600	TBD	TBD	Vacant due to RAD
3200 S Washington 515	1	1-30-20	516	TBD	TBD	Vacant due to RAD
3200 S Washington 524	1	5-18-20	407	TBD	TBD	Vacant due to RAD
3200 S Washington 310	1	9-30-20	272	TBD	TBD	Vacant due to RAD
3200 S Washington 533	1	7-20-20	354	TBD	TBD	Vacant due to RAD
3200 S Washington 509	1	8-13-20	320	TBD	TBD	Vacant due to RAD
3200 S Washington 527	1	8-18-20	290	TBD	TBD	Vacant due to RAD
3200 S Washington 333	1	8-21-20	252	TBD	TBD	Vacant due to RAD
3200 S Washington 406	1	10-22-20	251	TBD	TBD	Vacant due to RAD
3200 S Washington 519	1	10-22-20	251	TBD	TBD	Vacant due to RAD

3200 S Washington 501	1	10-22-20	251	TBD	TBD	Vacant due to RAD
3200 S Washington 434	1	10-22-20	251	TBD	TBD	Vacant due to RAD
3200 S Washington 104	1	10-26-20	247	TBD	TBD	Vacant due to RAD
3200 S Washington 101	1	11-6-20	236	TBD	TBD	Vacant due to RAD
3200 S Washington 437	1	1-6-21	176	TBD	TBD	Vacant due to RAD
3200 S Washington 325	1	2-18-20	496	TBD	TBD	Vacant due to RAD
3200 S Washington 411	1	2-8-21	141	TBD	TBD	Vacant due to RAD
3200 S Washington 210	1	2-8-21	141	TBD	TBD	Vacant due to RAD
3200 S Washington 537	1			TBD	TBD	Vacant due to RAD
3200 S Washington 306	1	3-8-21	113	TBD	TBD	Vacant due to RAD
3200 S Washington 133	1	3-27-21	94	TBD	TBD	Vacant due to RAD
3200 S Washington 408	1	3-2-21	119	TBD	TBD	Vacant due to RAD



July 28, 2021

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

June 2021 Housing Choice Voucher (HCV) Monthly Report

CONTACT PERSON:

Kim Shirey
Director of Housing Programs

Family Self Sufficiency (FSS):

LHC has hired a new staff member who will be taking over the duties of the FSS program. She will be starting mid-July.

HCV Orientations:

LHC had one (1) orientation during the month of June 2021 and eighteen (18) vouchers were issued.

Zero (0) VASH orientation was held for the month of June 2021, and two (2) vouchers were issued with the assistance of community partners.

Waiting List:

There are currently 50 applications that were pulled from the waiting list for processing. In addition, there are 76 files being processed for approval/denial. There are 100 applications left on the list and we will be opening the list in early August. A dedicated person was assigned to working the waiting list full time until numbers increase and level out.

Department Initiatives:

In the HCV Program there are currently 1,740 vouchers housed in all its programs. 41 participants are with the Shelter Plus Care Program (S+C), 65 are housed under the Permanent Supportive Housing Program (PSH), and 150 are housed under the HUD Veterans Affairs Supportive Housing (VASH) 24 at Waverly Place, and 1,427 are housed under the Housing Choice Voucher Program.



Voucher Utilization

May Voucher Program Total Units	1,863
May Traditional HCV Utilization	1613
May % Utilized Units	87%

June Voucher Program Total Units	1,863
June Traditional HCV Utilization	1616
June % Utilized Units	87%

Voucher Disbursement

HUD May HAP Disbursement	\$902,885
LHC May HAP/UAP Disbursement	\$881,437.81
% Voucher Funding Utilization	98%

HUD June HAP Disbursement	\$898,810
LHC June HAP/UAP Disbursement	\$887,977.91
% Voucher Funding Utilization	99%
HUD Held Reserves as of October 2020	\$2,678,131

SEMAP Indicators

Indicator 1- Selection from the Waiting List

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

Waiting List

PIC Scoring	Internal Scoring
N/A	15

Indicator 2- Rent Reasonableness

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

Rent Reasonableness

PIC Scoring	Internal Scoring
N/A	20

Indicator 3- Determination of Adjusted Income

This indicator measures if, at the time of admission and reexamination, LHC verifies and correctly determines adjusted annual income for each assisted family, and if LHC uses the appropriate utility allowance(s). This indicator is not scored in PIC but is based on an internal review and scoring. LHC completed 12 file audits with a requirement of 26 to be reviewed for scoring purposes. Therefore, LHC will self-score 20 points out of 20 for the fiscal year ending June 2021.

Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 12/01/2020. This indicator is not scored through PIC but is based on an internal review. Based on the internal review, LHC would receive five (5) of the possible five (5) points for this indicator by the end of the fiscal year.

Utility Allowance

PIC Scoring	Internal Scoring
N/A	5

Indicator 5- HQS Quality Control Inspections

The number of Quality Control Inspections needed for the year is 28. During this reporting period zero (0) quality control inspections were conducted. This indicator is not scored by PIC but is based on an internal review. Based on the internal review LHC will self-score a five (5) out of the five (5) possible points.

Quality Control Inspections

PIC Scoring	Internal Scoring
N/A	5

Indicator 6- HQS Enforcement

Following each HQS inspection of a unit under contract where the unit fails to meet HQS, any cited life threatening HQS deficiencies are corrected within 24-hours and all other cited HQS deficiencies are corrected within 30 days. If deficiencies are not corrected timely LHC stops (abates) HAP payment or terminates the contract. This indicator is not scored by PIC but is determined from an internal review. LHC's review indicates there were zero (0) 24-hour deficiencies and forty-three (43) 30-day deficiencies. All corrected, abated, or terminated, as necessary.

HQS Enforcement

PIC Scoring	Internal Scoring
N/A	10

Indicator 7- Expanding Housing Opportunities

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

Housing Opportunities

PIC Scoring	Internal Scoring
N/A	5

Indicator 8- Payment Standards

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

PIC Scoring	Internal Scoring
N/A	5

Indicator 9- Annual Reexamination

This indicator is used to determine if LHC has completed a reexamination for each participating family at least every 12 months. As of June 30, 2021, the reporting rate is 96%. 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 98%. In an effort to maximize the number of participants that are housed, the program's utilization rate will continue to be closely monitored without exceeding funding capacity. SEMAP certification requires LHC to report the status of efforts in providing Housing Choice Vouchers and leasing units based on funds awarded by HUD.

Program Utilization

PIC Scoring	Internal Scoring
N/A	20

Indicator 14-Family Self Sufficiency

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

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

FSS Enrollment

PIC Scoring	Internal Scoring
N/A	5

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

Participant's w/ Escrows

PIC Scoring	Internal Scoring
N/A	5

*Please note all PIC data is of 6/30/2021.