

Agenda

Lansing Housing Commission

January 26, 2022

1. Call to Order

a. Roll Call

b. Approval of Minutes of December 20, 2021

2. Action Items:

- a. Resolution 1330 - approval of changes to the Resident Selection Criteria for Capital City Apartments formally known as South Washington.

3. Informational Items:

- | | | |
|----|---------------------------------------|-------------------|
| a. | Finance Report December 2021 | Steven Raiche |
| b. | Housing Choice Voucher December 2021 | Jennifer Burnette |
| c. | Asset Management Report December 2021 | |
| | ▪ Hildebrandt & Scattered Sites | Marcus Hardy |
| | ▪ Capitol City Apts & LaRoy Froh | Marcus Hardy |

4. Discussion Items:

a. RAD Update

5. Other Items:

a. Long range planning

6. Executive Director's Comments.

7. President's Comments

8. Public Comment – limit 3 minutes per person.





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

9. Adjournment.



Notice

Lansing Housing Commission Regular Meetings 2022

Due to the current situation around COVID, the Lansing Housing Commission will continue to conduct its Regular Board Meetings virtually. Regular Board Meetings are held on the fourth Wednesday of each month at 5:30PM ET.

Join Us For Virtual Regular Board Meetings On the Fourth Wednesday of the month @ 5:30pm ET

To support safety, health, and wellness, the meeting will be conducted virtually via Zoom meeting link and phone number provided below:

Virtual Meeting Link:

<https://us02web.zoom.us/j/82165757256>

Telephone Dial in Option:

+1 312 6266799

OR

+1 929 2056099

Required Meeting ID:

821 6575 7256

To assist you, please note the following instructions for joining a Zoom meeting. Note that this option requires downloading Zoom software or an app to your computer or phone, so please allow a few extra minutes before the meeting to complete this step.

If you are joining from a mobile device (Android smartphone/tablet, Apple iPhone/iPad) then it will simply prompt you to download the Zoom Cloud Meetings app from the App/Play Store.

If joining from a computer for the first time you will need to download a small application file before entering the meeting. This process is easy to complete on all commonly used browsers by following the prompts.

It is possible to use a combination of computer for video and phone for audio. If using this option, enter by computer first and select the *Join By Phone* tab when the audio pop-up window appears, which will display the dial in number for you, as well as the prompt for your Meeting and Participant ID. Entering the numbers allows your video and audio to be synchronized.

The mission of LHC is to compassionately deliver healthy, affordable, safe, quality housing options without discrimination, with exceptional customer service while meeting high performance standards.

During the meeting, non-speakers who wish to ask a question can use the *Raise Hand* option to make it known to the Host that you would like to speak. To raise your hand during the meeting for MAC use Option Y and for windows use ALT Y. If you join by phone to raise your hand during the meeting dial *9.

Alternately, you can use the *Chat* option to send a question to all participants or privately to specific participants.

The mission of LHC is to compassionately deliver healthy, affordable, safe, quality housing options without discrimination, with exceptional customer service while meeting high performance standards.

Minutes of the December 20, 2021

Commissioner Henry called the meeting to order at 5:35 p.m. Mr. Fleming, called the roll.

PRESENT AT ROLL CALL: Commissioners Emma Henry, Don Sober, Loria Hall, Heather Taylor, Ashlee Barker

STAFF:

Douglas Fleming	Marcus Hardy
Kim Shirey	Jennifer Burnette
Sam Spadafore – Contractor	
Steven Raiche – Contractor	
Victor Verchereau – Contractor	

Guests:

None

Commissioner Hall moved and Commissioner Taylor seconded a motion to approve the minutes of the November 22, 2021, commission meeting. **The Motion was approved by all members present.**

Action Items:

Informational Items:

Finance Report November 2021

Steven Raiche

- RAD completed over 3-year period, occupancy up since involved. Closed on Hildebrandt Park in November. Confident about midway through our Fiscal Year.
- Commissioner Henry stated that we received the developer fee for Waverly Place. We are at 50% completion on that project. Financials look healthy which allows us to be flexible to assist in the community.

Housing Choice Voucher November 2021

Jennifer Burnette

Jennifer Burnette provided a brief overview of the November 2021 HCV Reports.



- LHC issued seventeen (17) vouchers in the month of November. Three (3) VASH orientations virtually were held for the month of November 2021, and three (3) vouchers were issued with the assistance of community partners.
- Emergency Housing Vouchers: 10 of the 32 Emergency Housing Vouchers have been leased up, 21 issued and are out searching for housing.
- 100 regular HCV Applications mailed out are pending return, 47 households are out searching for units, 13 applicants are pending documentation or final approval, 3 applicants are pending a hearing, 11 units approved and pending inspections and 10 pending leased up.

Commissioner Henry inquired about the MSHDA vouchers LHC is receiving. It was confirmed that they will begin actively working with those vouchers on 1-1-22.

Asset Management Report – November 2021

Hildebrandt (HP) & Public Housing (PH) Scattered Sites – Marcus Hardy

- **HP** had an occupancy rate of 89% at the end of November. This is due to not housing units to prepare for RAD. There were zero (0) move-ins, zero (0) move-outs and zero (0) transfer.

There are 11 vacancies. There are 66 open work orders.

- **Public Housing Scattered Sites** had an occupancy rate of 97% at the end of November. There was zero (0) move-in, zero (0) move outs and zero (0) transfer.

There are 9 vacancies. There are 105 open work orders. The majority of those are City Inspection items that are getting ready to be closed.

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

- **LRF** had an occupancy rate of 90% at the end of November. There was zero (0) move-in, zero (0) move-outs and zero (0) transfer.

There are 10 vacant units as they prepare for RAD those units will not be filled. There are 80 open work orders.



- **Capitol City Senior Apts** had an occupancy rate of 78% at the end of November. There were zero (0) move-ins, zero (0) move-out and zero (0) transfer.

There was 42 vacant units due to RAD. There are 10 open work orders.

Discussion Items:

- RAD update – Sam Spadafore and Doug Fleming
 - Doug - Closed another RAD deal, 3 of 4 have closed. The last to close will be LaRoy Froh which is anticipated to close early February.
 - Sam – Hildebrandt Park closed in November; Hildebrandt Park has a total value of 22.2 million dollars See attached Power Point
 - President Henry voiced that if anyone has questions to please ask. Sam expressed that he is willing to meet with anyone one on one to discuss any questions regarding the RAD projects.
 - Working on the sale of the scattered sites through a HUD sponsored program (Section 18). This will create flexibility within the organization for example to build units, assist other organizations in the area etc. We have 207 sites which make up 242 units that are included in this portfolio. We have received some bids back that are being reviewed. Sam hopes to have updates in January and February to discuss some options on how to best move forward.

Other Items:

a. Long Range Planning – Doug Fleming

- Meeting planned for January for Board of Directors training as well as long range planning for the agency. A follow up meeting is anticipated to take place in February and possibly a third meeting if necessary

Motion from President Henry

- Support the \$100,000 90-day coverage by LHC to Capital Area Housing Partnership for expenses incurred during that period due to taking on the HARA responsibilities.



Commissioner Hall moved and Commissioner Barker seconded a motion to approve the support of 90-day coverage to CAHP. **The Motion was approved by all members present.**

Executive Director's Comments:

Activities

Capital Projects

- Looking into development options for Oliver Gardens (30 units) to renovate and potentially add units. Looking to submit tax credit for this project in April

RAD Activities

- LaRoy Froh will be closing February 2022

Other Activities

- Union negotiations – Finalizing a few items and working through approvals. Contract ends on 12-31-21.
- Fire restoration plan for COCC – Delays due to supply chain issues, specifically heating/air control units that provide primary ventilation for the building. Current deliver date is scheduled for 4-1-22, but there is a search for a temporary work around taking place to provide occupancy prior to 4-1-21.
- Santa's Workshop – Very successful! LHC Employees, Board Members and Vendors provided Christmas gifts for 28 families. Big thanks for Vic Verchereau, Kim Shirey, and the staff for their effort in organizing/wrapping and making the Christmas a little brighter for several of our residents.
- Home sales for 80% AMI – Continue to work with Habitat for Humanity on making scattered sites available for sale to residents in the Lansing area who are below 80% AMI.
- Holy Cross grant reassignment – Decision to no longer run HARA and 4 grants which include PSH1, PSH2, PSH bonus, family Rapid Rehousing and a Rapid Rehousing program for individuals with addiction disorder. In total this is impacting 80 families/landlords and 30 employees. LHC currently administers a PSH program, and we ultimately negotiated with the City of Lansing, Holy Cross, CAHP COCC to assume 4 of these grants. We offered 6 individuals to join the LHC Staff and family. We have agreed to assume these grants until the end of their current grant periods. We are still evaluating the financial impact but have run them successfully and are confident that we can get these grants moving in the right direction. It will be determined at a future date if we will continue to operate these grants long term.



- In addition, we made a commitment to the Capital Area Housing Partnership, who is taking on the HARA responsibilities that if there are losses that we will backstop them for 90 days up to \$100,000. Determination of how to measure that is being assessed.

Other Items: none

President's Comments:

- Our agencies continue to be present and prove that over all of the services, conversations and all the support that those involved in the Board have provided.

Public Comment: limit 3 minutes per person

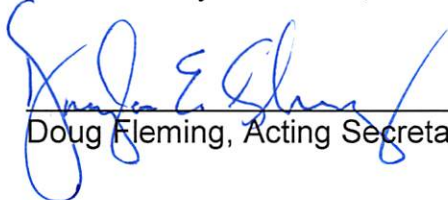
Other Business: none

Adjournment: The meeting was adjourned at 6:31 p.m.



Emma Henry Board Chair

Date 2/15/2022



Doug Fleming, Acting Secretary

Date 2-14-2022

January 26, 2022

Lansing Housing Commission
419 Cherry St.
Lansing, Michigan 48933

HONORABLE MEMBERS IN SESSION:

SUBJECT:

Approval to revise the Resident Selection Criteria for Capital City Apartments formally known as South Washington Park Apartments - Resolution No. 1333.

RECOMMENDATION:

Staff recommends the Board authorize Doug Fleming, acting in his capacity as Executive Director, to approve the recommended change to the Resident Selection Criteria for Capital City Apartments.

CONTACT PERSON:

Doug Fleming,
Executive Director

SUMMARY

This resolution authorizes LHC to revise the preferences adopted for Capital City Apartment.

BACKGROUND:

Project Owners may adopt a preference for elderly single persons pursuant to 24 CFR 5.655 (c) (5) and Housing Handbook 4350.3, Chapter 4, provided the adoption of such preference can be implemented consistent with the resident's right of continued occupancy.

Capital City Apartments formally known as South Washington Park Apartments adopted an elderly preference effective April 1, 2021. Such preference was outlined and detailed in the Project's Resident Selection Criteria/Tenant Selection and Assignment Plan.

In an effort to ensure compliance with the State of Michigan's Elliott- Larsen's Civil Rights Act of 1976, there is a need to broaden the "elderly" preference to include the "near-elderly".

Article 5, 37.2503 of the Elliott-Larsen's Civil Rights Act states, with respect to the age provision and the familial status provision only, the sale, rental, or lease of housing accommodations meeting the requirements of federal, state, or local housing programs for senior citizens, or accommodations otherwise intended, advertised, designed or operated, bonafide, for the purpose of providing housing accommodations for persons 50 years of age or older.

As such, if adopted, in addition to the established Elderly Preference, there will be a secondary preference for the Near-Elderly.

FINANCIAL CONSIDERATIONS

There are no final considerations.

POLICY CONSIDERATIONS:

LHC has no specific policy regarding this action. However, Board approval was a required corrective action in the 2015 Office of Inspector General Audit.

Respectfully Submitted,



Doug Fleming, Secretary to the Board
Lansing Housing Commission

PROJECT SPECIFIC ADDENDUM TO MICHIGAN ASSET GROUP'S RESIDENT SELECTION CRITERIA

CAPITAL CITY APARTMENTSMSHDA
PROJECT #3922
LANSING, MICHIGAN

As of April 1, 2021 Updated January 26, 2022

Project Eligibility Requirements

See Section I of the Resident Selection Criteria.

Preferences and Priorities

See Section III.C. of the Resident Selection Criteria. In addition to the preferences spelled out in Section III.C. of the Resident Selection Criteria, Capital City Apartments has an elderly and near elderly preference. An elderly preference means a family whose head or spouse or sole member is a person who is at least 62 years of age. It may include two or more persons who are at least 62 years of age living together or one or more persons who are at least 62 years of age living with one or more live-in aides. A near elderly preferences means a family whose head or co-head is 50 years of age or older.

First preference: Head or Co-head of Household is 62 or older ("Elderly Family").

Second preference: Head or Co-Head of Household is 50 years of age or older ("Near-Elderly Family").

Occupancy Requirements

The Property is comprised of 187 apartments. The breakdown is as follows:

<u># of Units</u>	<u>Apartment Size</u>
182	One Bedroom
5	Two Bedroom

Income Limit requirements

Income limit requirements will be based on the MSHDA established tax credit income limits for Ingham County in conjunction with the income limits published by the U.S. Department of Housing and Urban Development. Income limits requirements for occupancy should not exceed the limits set for the specific county or region where the project is located. Published and updated income limits will be distributed to the projects by the corporate office. Income limits will be posted on-site.

Income Targeting

60% AMI Units=	187
TOTAL UNITS=	187

Resolution No. 1333

Adopted By the Lansing Housing Commission

January 26, 2022

BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:

Doug Fleming, acting in the capacity of Executive Director, is authorized to approve the revision to the Resident Selection Criteria for Capital City Apartments formally known as South Washington Park Apartments.

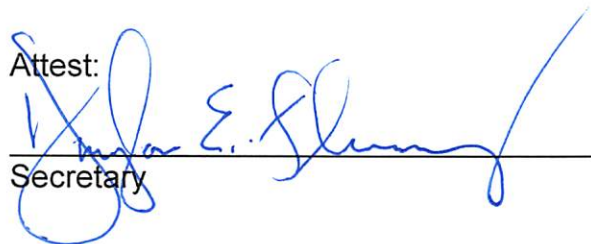


Emma Henry Board Chair

Yeas 4

Nays 0

Abstentions 0

Attest:


Secretary

For Clerk Use Only

Resolution No. 1333
Date Adopted 01/26/2022

Lansing Housing Commission
Summary Results for December FY2021

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total
REVENUE:					
Total Revenue Variance - Fav (Unfav)	112,845	128,471	140,324	84,731	466,371
Tenant Revenue Variance	(2,756)	(1,851)	10,828	(910)	5,311
HUD Revenue Variance	107,723	122,144	121,125	77,062	428,055
Capital Fund Income	9,138	9,138	9,138	9,138	36,553
Other Income	(1,260)	(960)	(767)	(560)	(3,547)
Other	-	-	-	-	-
Budgeted Revenue	97,487	114,631	110,733	69,617	392,466
% Variance fav (unfav)	116%	112%	127%	122%	119%
EXPENSES:					
Total Expense Variance Unfav (Fav)	(31,026)	81,751	50,092	(52,098)	48,719
Salary Expenses	7,163	19,505	15,704	(790)	41,583
Employee Benefit Expenses	6,258	4,753	5,410	(396)	16,024
Utilities	7,124	21,232	27,813	1,526	57,695
Write-offs	(300)	6,412	(900)	(100)	5,112
Legal	(500)	(600)	(1,200)	(100)	(2,400)
Professional Services	10,170	9,260	9,636	8,966	38,032
Admin Services	-	1,500	1,500	-	3,000
Recreation/Other Services	-	350	203	-	553
Insurance	(141)	3,746	3,774	273	7,653
Sundry/Postage/Office Supplies	(69)	6,396	1,216	(407)	7,135
Management Fee	40	337	5,016	69	5,461
HAP Expense	(61,765)	(5,930)	(47,967)	(61,093)	(176,756)
Inspections	(85)	(83)	173	-	5
Interest Expense	-	-	-	-	-
Maintenance Costs	2,663	14,275	28,606	(1,730)	43,813
Maintenance Contract - Unit Turns	(2,400)	(1,834)	910	-	(3,324)
Other	816	2,432	200	1,685	5,133
Budgeted Expense	85,159	94,831	87,799	68,628	336,417
% Variance fav (unfav)	36%	-86%	-57%	76%	-14%

Gain(Loss) on Sale of Assets

Curr Mo. Actual Net Income (Loss)	\$ 156,198	\$ 66,519	\$ 113,166	\$ 137,818	\$ 473,701
YTD Actual Net Income (Loss) Net of CWIP	\$ 278,170	\$ 106,052	\$ 265,047	\$ 124,672	\$ 773,941
Prior YR YTD Net Income (Loss)	\$ 438,792	\$ 696,868	\$ 667,094	\$ 125,642	\$ 1,928,396

Cash Balance - December	\$ 706,410	\$ 649,790	\$ 873,345	\$ 552,008	\$ 2,781,553	\$ 1,912,158	\$ 886,887	\$ 335,327	\$ 715,336	\$ 2,759,313
Cash Balance - November	\$ 588,832	\$ 736,604	\$ 790,560	\$ 437,614	\$ 2,553,611	\$ 1,640,029	\$ 1,061,874	\$ 60,206	\$ 731,336	\$ 2,766,800
Cash Balance - June 2021	\$ 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 - June 2020	\$ 586,642	\$ 691,966	\$ 675,747	\$ 625,621	\$ 2,579,975	\$ 856,102	\$ 827,066	\$ 496,344		

COCC	HCV Admin	HCV	BA
(62,790)	(15,853)	203,457	-
-	-	-	-
2,062	(20,813)	203,141	-
-	-	-	-
(64,852)	4,960	316	-
-	-	-	-
101,808	86,894	965,550	11,775
-62%	-18%	21%	0%
(42,744)	23,625	30,183	74
(30,227)	13,028	-	-
(15,836)	(1,186)	-	-
(2,420)	(250)	-	-
-	-	-	-
(500)	-	-	-
2,256	152	-	-
(1,156)	241	-	-
-	-	-	-
1,019	911	-	74
2,843	3,582	-	-
-	(4,163)	-	-
-	1,214	30,183	-
-	(779)	-	-
-	-	-	-
3,157	72	-	-
-	-	-	-
(1,880)	10,803	-	-
133,968	100,895	965,000	-
32%	-23%	-3%	0%

Lansing Housing Commission
Summary Results YTD for December FY2021

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total	COCC	HCV Admin	HCV	BA
REVENUE:									
Total Revenue Variance - Fav (Unfav)	123,458	177,857	169,567	100,744	571,626	(94,159)	(39,138)	(368,302)	(2,883,928)
Tenant Revenue Variance	(10,555)	30,922	16,628	(1,301)	35,694	-	-	-	-
HUD Revenue Variance	119,104	126,399	132,231	83,410	461,145	17,708	(55,645)	(373,031)	-
Capital Fund Income	20,919	20,919	20,919	20,919	83,676	-	-	-	-
Other Income	(6,010)	(383)	(211)	(2,284)	(8,889)	(111,867)	16,508	4,729	410,618
Other	-	-	-	-	-	-	-	-	(3,294,546)
Budgeted Revenue	575,503	739,914	707,329	411,273	2,434,019	492,061	521,364	5,793,300	5,764,775
% Variance fav (unfav)	21%	24%	24%	24%	23%	-19%	-8%	-6%	-50%
EXPENSES:									
Total Expense Variance Unfav (Fav)	(103,310)	96,758	89,717	(31,693)	51,472	(125,246)	27,719	(89,618)	9,492
Salary Expenses	(5,469)	41,025	20,229	(3,067)	52,719	(65,818)	5,423	-	-
Employee Benefit Expenses	32,441	14,519	(979)	(1,825)	44,156	(44,996)	9,208	-	-
Utilities	7,522	41,689	36,106	1,771	87,089	(5,969)	(411)	-	-
Write-offs	(3,567)	1,382	(3,653)	(1,412)	(7,250)	-	-	-	-
Legal	(1,739)	(4,604)	(2,317)	702	(7,957)	(832)	-	-	-
Professional Services	23,210	21,732	21,471	19,808	86,221	11,597	16,980	-	-
Admin Services	-	1,500	1,500	1,000	4,000	(27,030)	-	-	1,670
Insurance	1,709	12,432	11,776	7,524	33,441	(4,395)	154	-	-
Sundry/Postage/Office Supplies	(997)	12,148	2,440	(2,073)	11,518	(2,496)	16,335	-	7,487
Management Fee	293	14,122	12,157	411	26,984	-	(11,129)	-	334
HAP Expense	(132,643)	(98,805)	(95,935)	(48,651)	(376,033)	-	-	(89,618)	-
Pilot	1,057	7,200	4,199	1,805	14,262	-	-	-	-
Inspections	(310)	508	1,663	-	1,860	400	(7,382)	-	-
Maintenance Costs	(5,263)	47,747	87,904	(9,864)	120,525	10,630	435	-	-
Maintenance Contract - Unit Turns	(13,545)	(17,300)	(9,040)	(3,000)	(42,885)	-	-	-	-
Other	(6,009)	1,461	2,193	5,179	2,823	3,662	(1,894)	-	-
Budgeted Expense	524,102	608,768	522,132	419,037	2,074,039	610,311	596,343	5,790,000	30,000
% Variance fav (unfav)	20%	-16%	-17%	8%	-2%	21%	-5%	2%	-32%
Gain(Loss) on Sale of Assets	-	-	-	-	-	-	-	-	2,215,454
YTD Actual Net Income (Loss) Net of CWIP	\$ 278,170	\$ 106,052	\$ 265,047	\$ 124,672	\$ 773,941	\$ (87,163)	\$ (141,836)	\$ (275,385)	\$ 2,853,130
YTD Budgeted Net Income (Loss)	\$ 51,401	\$ 131,146	\$ 185,197	\$ (7,764)	\$ 359,980	\$ (118,250)	\$ (74,979)	\$ 3,300	\$ 5,734,775
Prior YR YTD Net Income (Loss)	\$ 438,792	\$ 696,868	\$ 667,094	\$ 125,642	\$ 1,928,396	\$ 535,832	\$ 224,551	\$ 13,900	\$ 8,805,123

December Ratios

HCV Ratios			Prior Months	
Number of Vouchers Used	1,677		11/21	\$ 566.41
HCV 8002 Expenses	\$ 993,208.64		10/21	\$ 543.62
Average Cost Per Voucher	<u>\$ 592.25</u>		9/21	\$ 552.26

LIPH Ratios							Prior Months	
						PY December Total		
Year-to-Date Occupancy Rate	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	Total	787	11/21	94.1%
YTD Average Number of Units Leased	59	117	198	11	385	787	10/21	94.5%
Number of Possible Units	62	120	213	12	407	833	9/21	94.9%
Year-to-Date Occupancy Rate	<u>95.2%</u>	<u>97.5%</u>	<u>93.0%</u>	<u>91.7%</u>	<u>94.6%</u>	<u>94.5%</u>		
Average Revenue Per Occupied Unit							11/21	\$ 567.85
Total LIPH Revenue	\$ 210,331.82	\$ 243,101.21	\$ 251,056.83	\$ 154,347.40	\$ 858,837.26	\$ 2,028,740.31	10/21	\$ 530.95
Average Revenue Per Occupied Unit	<u>\$ 1,056.94</u>	<u>\$ 2,077.79</u>	<u>\$ 1,267.96</u>	<u>\$ 783.49</u>	<u>\$ 1,207.93</u>	<u>\$ 2,577.81</u>	9/21	\$ 529.69
Average Tenant Revenue Per Occupied Unit							11/21	\$ 82.82
Total Tenant Revenue	\$ 2,239.00	\$ 6,866.00	\$ 16,554.00	\$ 1,483.00	\$ 27,142.00	\$ 101,553.00	10/21	\$ 100.57
Average Tenant Revenue Per Occupied Unit	<u>\$ 37.95</u>	<u>\$ 58.68</u>	<u>\$ 83.61</u>	<u>\$ 134.82</u>	<u>\$ 70.50</u>	<u>\$ 129.04</u>	9/21	\$ 106.98
Average Cost Per Occupied Unit							11/21	\$ 459.92
YTD Average Monthly Expenses	\$ 70,131.95	\$ 135,286.55	\$ 101,974.86	\$ 64,557.44	\$ 371,950.80	\$ 454,050.61	10/21	\$ 413.79
Average Cost Per Occupied Unit	<u>\$ 352.42</u>	<u>\$ 1,156.30</u>	<u>\$ 515.02</u>	<u>\$ 327.70</u>	<u>\$ 523.14</u>	<u>\$ 576.94</u>	9/21	\$ 423.50

Company Ratios						
Operating Reserves	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	COCC	HCV Admin
Bank Account Balance	\$ 706,410.07	\$ 649,789.62	\$ 873,345.00	\$ 552,008.11	\$ 1,912,158.23	\$ 886,887.48
YTD Expenses	\$ 420,791.72	\$ 811,719.32	\$ 611,849.14	\$ 387,344.64	\$ 485,064.87	\$ 624,062.22
Number of Months	6	6	6	6	6	6
Average Monthly Expenses	<u>\$ 70,131.95</u>	<u>\$ 135,286.55</u>	<u>\$ 101,974.86</u>	<u>\$ 64,557.44</u>	<u>\$ 80,844.15</u>	<u>\$ 104,010.37</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>10.07</u>	<u>4.80</u>	<u>8.56</u>	<u>8.55</u>	<u>23.65</u>	<u>8.53</u>
Prior Months						
11/21	8.03	5.80	8.34	5.90	20.82	10.63
10/21	8.31	6.61	8.47	6.44	18.07	10.68
06/21	4.25	4.48	6.30	3.46	18.52	13.62
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 December 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 16,425	\$ 26,980	\$ (10,555)	\$ 173,766	\$ 157,966	\$ 130,986
Tenant Revenue - Other	1,728	4,332	(2,604)	8,921	18,147	13,815
Total Tenant Revenue	\$ 18,153	\$ 31,312	\$ (13,159)	\$ 182,687	\$ 176,113	\$ 144,801
HUD PHA Operating Grants	656,188	537,084	119,104	782,484	1,392,066	854,982
CFP Operational Income	212,778	-	212,778	108,164	-	-
Administrative Fees	-	3,444	(3,444)	-	16,584	13,140
Fraud Recovery and Other	3,701	3,663	38	(2,174,881)	18,498	14,835
Total Operating Revenue	\$ 890,820	\$ 575,503	\$ 315,317	\$ (1,101,545)	\$ 1,603,261	\$ 1,027,758
Administrative Salaries	\$ 11,431	\$ 14,835	\$ (3,404)	\$ 53,521	\$ 85,233	\$ 70,398
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	18,923	18,630	293	171,817	108,986	90,356
Bookkeeping Fees	2,665	2,655	10	11,702	15,705	13,050
Employee Benefits Contributions - Admin	8,700	4,805	3,895	18,998	36,275	31,470
Office Expenses	8,813	14,450	(5,637)	23,038	40,002	25,552
Legal	1,261	3,000	(1,739)	6,371	12,000	9,000
Travel	-	-	-	-	-	-
Other	-	450	(450)	6,017	4,500	4,050
Tenant Services - Other	-	-	-	1,456	-	-
Water	874	690	184	45,148	15,952	15,262
Electricity	424	300	124	23,998	1,050	750
Gas	368	300	68	14,297	13,414	13,114
Other Utilities Expense	7,146	-	7,146	84	34,215	34,215
Ordinary Maintenance and Operations - Labor	9,162	11,227	(2,065)	35,105	59,341	48,114
Ordinary Maintenance and Operations - Materia	2,011	2,880	(869)	9,364	7,680	4,800
Ordinary Maintenance and Operations - Contrac	16,466	34,870	(18,404)	90,057	171,280	136,410
Employee Benefits Contributions - Ordinary	42,649	14,103	28,546	21,037	57,705	43,602
Protective Services - Other Contract Costs	-	-	-	1,268	-	-
Property Insurance	9,321	8,621	700	24,615	52,605	43,985
Liability Insurance	3,214	3,232	(18)	9,362	19,671	16,439
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,450	6,422	1,028	4,400	16,106	9,684
Other General Expenses	25,290	2,080	23,210	21,688	11,776	9,696
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	429,803.65	370,587.96	59,216	-	370,588	-
Payment in Lieu of Taxes	3,446	2,389	1,057	9,904	11,975	9,586
Bad debt - Tenant Rents	(1,767)	1,800	(3,567)	1,695	7,800	6,000
Interest Expense	-	-	-	16,781	-	-
Total Operating Expenses	\$ 612,651	\$ 524,102	\$ 88,549	\$ 626,973	\$ 1,159,634	\$ 635,532
Net Income (Loss)	\$ 278,170	\$ 51,401	\$ 226,769	\$ (1,728,518)	\$ 443,627	\$ 392,226

Lansing Housing Commission
Budget vs. Actual
Hildebrandt
For the Period Ending December 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 140,431	\$ 109,509	\$ 30,922	\$ 144,485	\$ 109,509	\$ -
Tenant Revenue - Other	7,094	6,057	1,037	13,311	6,057	-
Total Tenant Revenue	\$ 147,525	\$ 115,566	\$ 31,959	\$ 157,796	\$ 115,566	\$ -
HUD PHA Operating Grants	745,563	516,506	229,057	896,879	619,164	102,658
CFP Operational Income	20,919	-	20,919	411,783	-	-
Administrative Fees	-	994	(994)	-	1,491	497
Fraud Recovery and Other	2,219,218	2,007	2,217,211	3,619	3,693	1,687
Total Operating Revenue	\$ 3,133,225	\$ 635,073	\$ 2,498,153	\$ 3,619	\$ 739,914	\$ 104,842
Administrative Salaries	\$ 73,136	\$ 43,853	\$ 29,283	\$ 55,377	\$ 43,853	\$ -
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	61,775	49,214	12,561	186,333	49,214	-
Bookkeeping Fees	8,694	7,133	1,562	13,805	7,133	-
Employee Benefits Contributions - Admin	15,875	19,395	(3,520)	16,660	19,395	-
Office Expenses	27,239	21,395	5,844	19,570	21,395	-
Legal	2,596	7,200	(4,604)	6,898	7,200	-
Travel	-	-	-	-	-	-
Other	6,034	1,440	4,594	2,579	1,440	-
Tenant Services - Other	8,500	4,800	3,700	3,512	4,800	-
Water	70,815	39,002	31,813	54,669	39,002	-
Electricity	17,272	12,000	5,272	16,701	12,000	-
Gas	10,196	7,661	2,535	10,453	7,661	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	49,202	37,460	11,742	38,717	37,460	-
Ordinary Maintenance and Operations - Material	32,864	22,160	10,704	23,505	22,160	-
Ordinary Maintenance and Operations - Contract	138,122	115,750	22,372	155,664	115,750	-
Employee Benefits Contributions - Ordinary	38,132	20,093	18,039	36,114	20,093	-
Protective Services - Other Contract Costs	2,730	1,035	1,695	2,211	1,035	-
Property Insurance	31,858	21,832	10,026	25,497	21,832	-
Liability Insurance	11,227	8,774	2,453	9,878	8,774	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,695	7,742	(47)	4,878	7,742	-
Other General Expenses	26,989	5,257	21,732	23,406	5,257	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	40,507	139,312	-	-	-	-
Payment in Lieu of Taxes	11,684	4,485	7,200	6,582	4,485	-
Bad debt - Tenant Rents	7,382	6,000	1,382	4,557	6,000	-
Interest Expense	-	-	-	27,968	-	-
Total Operating Expenses	\$ 705,525	\$ 608,768	\$ 195,563	\$ 750,782	\$ 469,456	\$ -
Net Income (Loss)	\$ 2,427,700	\$ 26,305	\$ 2,302,590	\$ (747,163)	\$ 270,458	\$ 104,842

Lansing Housing Commission
Budget vs. Actual
LaRoy Froh
For the Period Ending December 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 100,580	\$ 83,952	\$ 16,628	\$ 100,737	\$ 83,952	\$ -
Tenant Revenue - Other	6,890	5,976	914	3,940	5,976	-
Total Tenant Revenue	\$ 107,470	\$ 89,928	\$ 17,542	\$ 104,677	\$ 89,928	\$ -
HUD PHA Operating Grants	744,579	612,348	132,231	833,189	612,348	-
CFP Operational Income	20,919	-	20,919	411,783	-	-
Administrative Fees	-	1,090	(1,090)	-	-	-
Fraud Recovery and Other	3,928	3,963	(35)	3,315	3,963	-
Total Operating Revenue	\$ 876,896	\$ 707,329	\$ 169,567	\$ 1,352,964	\$ 706,239	\$ -
Administrative Salaries	\$ 42,849	\$ 49,198	\$ (6,350)	\$ 66,295	\$ 49,198	\$ -
Auditing Fees	5,000	5,665	(665)	5,250	5,665	-
Management Fees	63,959	51,802	12,157	181,623	51,802	-
Bookkeeping Fees	9,001	7,508	1,494	13,124	7,508	-
Employee Benefits Contributions - Admin	5,440	19,410	(13,970)	18,507	19,410	-
Office Expenses	18,036	20,520	(2,484)	16,423	20,520	-
Legal	4,883	7,200	(2,317)	4,016	7,200	-
Travel	107	-	107	-	-	-
Other	4,372	1,260	3,112	4,597	1,260	-
Tenant Services - Other	8,184	6,000	2,184	2,569	6,000	-
Water	33,166	26,810	6,356	37,959	26,810	-
Electricity	24,172	14,400	9,772	20,867	14,400	-
Gas	12,903	6,440	6,463	12,726	6,440	-
Other Utilities Expense	13,516	-	13,516	251	-	-
Ordinary Maintenance and Operations - Labor	66,536	39,958	26,579	33,595	39,958	-
Ordinary Maintenance and Operations - Material	39,293	20,500	18,793	27,279	20,500	-
Ordinary Maintenance and Operations - Contract	118,729	55,610	63,119	92,571	55,610	-
Employee Benefits Contributions - Ordinary	47,397	34,405	12,992	32,155	34,405	-
Housing Assistance Payments	-	95,935	(95,935)	-	95,935	-
Protective Services - Other Contract Costs	2,600	1,600	1,000	2,105	1,600	-
Property Insurance	34,413	27,023	7,390	29,573	27,023	-
Liability Insurance	10,869	9,305	1,565	10,314	9,305	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	10,443	7,622	2,821	4,400	7,622	-
Other General Expenses	26,944	5,473	21,471	20,997	5,473	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	7,290	3,090	4,199	2,422	3,090	-
Bad debt - Tenant Rents	1,747	5,400	(3,653)	8,348	5,400	-
Interest Expense	-	-	-	16,521	-	-
Total Operating Expenses	\$ 611,849	\$ 522,132	\$ 89,717	\$ 684,485	\$ 522,132	\$ -
Net Income (Loss)	\$ 265,047	\$ 185,197	\$ 79,850	\$ 668,479	\$ 184,107	\$ -

**Lansing Housing Commission
Budget vs. Actual
South Washington Park
For the Period Ending December 31, 2021**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 13,057	\$ 14,358	\$ (1,301)	\$ 144,538	\$ 14,358	\$ -
Tenant Revenue - Other	400	-	400	14,572	-	-
Total Tenant Revenue	\$ 13,457	\$ 14,358	\$ (901)	\$ 159,110	\$ 14,358	\$ -
HUD PHA Operating Grants	473,368	389,958	83,410	552,684	389,958	-
CFP Operational Income	350,487	-	350,487	108,164	-	-
Administrative Fees	-	3,444	(3,444)	-	3,444	-
Fraud Recovery and Other	4,273	3,513	760	7,229	3,513	-
Total Operating Revenue	\$ 841,585	\$ 411,273	\$ 430,312	\$ 827,188	\$ 411,273	\$ -
Administrative Salaries	\$ 903	\$ 2,967	\$ (2,064)	\$ 38,967	\$ 2,967	\$ -
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	3,516	3,105	411	148,521	3,105	-
Bookkeeping Fees	498	450	48	8,056	450	-
Employee Benefits Contributions - Admin	4,509	5,457	(948)	25,763	5,457	-
Office Expenses	8,492	2,566	5,926	21,386	2,566	-
Legal	1,302	800	702	8,850	600	-
Travel	-	-	-	-	-	-
Other	(873)	300	(1,173)	267	300	-
Tenant Services - Other	-	-	-	4,700	-	-
Water	771	402	369	97,715	402	-
Electricity	-	150	(150)	60,094	150	-
Gas	265	-	265	11,864	-	-
Other Utilities Expense	1,287	-	1,287	216	-	-
Ordinary Maintenance and Operations - Labor	1,242	2,245	(1,003)	63,368	2,245	-
Ordinary Maintenance and Operations - Material	927	9,000	(8,073)	19,014	9,000	-
Ordinary Maintenance and Operations - Contract	2,759	7,250	(4,491)	48,529	7,250	-
Employee Benefits Contributions - Ordinary	4,523	5,401	(878)	49,685	5,401	-
Protective Services - Other Contract Costs	(221)	-	(221)	830	-	-
Property Insurance	1,786	2,010	(224)	24,441	2,010	-
Liability Insurance	983	573	410	10,784	573	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	8,437	1,098	7,339	4,877	1,098	-
Other General Expenses	21,015	1,207	19,808	21,733	1,207	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	647,478	366,561	280,917	-	366,561	-
Payment in Lieu of Taxes	3,125	1,321	1,805	(3,237)	1,321	-
Bad debt - Tenant Rents	(812)	600	(1,412)	6,616	600	-
Interest Expense	-	-	-	3,772	-	-
Total Operating Expenses	\$ 716,913	\$ 419,037	\$ 297,875	\$ 682,064	\$ 419,037	\$ -
Net Income (Loss)	\$ 124,672	\$ (7,764)	\$ 132,436	\$ 145,124	\$ (7,764)	\$ -

Lansing Housing Commission
Budget vs. Actual
AMP Consolidated
For the Period Ending December 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 270,493	\$ 234,799	\$ 35,694	\$ 563,526	\$ 365,785	\$ 130,986
Tenant Revenue - Other	16,112	16,365	(253)	40,745	30,180	13,815
Total Tenant Revenue	\$ 286,605	\$ 251,164	\$ 35,441	\$ 604,271	\$ 395,965	\$ 144,801
HUD PHA Operating Grants	2,619,699	2,055,896	563,803	3,065,236	3,013,536	957,640
CFP Operational Income	605,103	-	605,103	1,039,894	-	-
Fraud Recovery and Other	2,231,119	13,146	2,217,973	(2,160,718)	29,667	16,522
Total Operating Revenue	\$ 5,742,526	\$ 2,329,178	\$ 3,413,349	\$ 1,082,225	\$ 3,460,687	\$ 1,132,599
Administrative Salaries	\$ 128,319	\$ 110,853	\$ 17,466	\$ 214,160	\$ 181,251	\$ 70,398
Auditing Fees	20,000	22,990	(2,990)	21,000	22,990	-
Management Fees	148,173	122,751	25,422	688,294	213,107	90,356
Bookkeeping Fees	20,858	17,745	3,113	46,686	30,795	13,050
Employee Benefits Contributions - Administrative	34,525	49,067	(14,543)	79,927	80,537	31,470
Office Expenses	62,579	58,930	3,649	80,417	84,482	25,552
Legal Expense	10,043	18,000	(7,957)	26,135	27,000	9,000
Travel	107	-	107	-	-	-
Other	9,534	3,450	6,084	13,460	7,500	4,050
Tenant Services - Other	16,684	10,800	5,884	12,236	10,800	-
Water	105,626	66,904	38,721	235,491	82,167	15,262
Electricity	41,868	26,850	15,018	121,659	27,600	750
Gas	23,732	14,401	9,331	49,341	27,515	13,114
Other Utilities Expense	21,949	-	21,949	551	34,215	34,215
Ordinary Maintenance and Operations - Labor	126,143	90,890	35,253	170,786	139,004	48,114
Ordinary Maintenance and Operations - Material	75,096	54,540	20,556	79,161	59,340	4,800
Ordinary Maintenance and Operations - Contract	276,076	213,480	62,596	386,820	349,890	136,410
Employee Benefits Contributions - Ordinary	132,701	74,002	58,699	138,991	117,604	43,602
Protective Services - Other Contract Costs	5,109	2,635	2,474	6,414	2,635	-
Property Insurance	77,378	59,486	17,892	104,126	103,470	43,985
Liability Insurance	26,293	21,883	4,409	40,339	38,322	16,439
Workers Compensation	-	-	-	-	-	-
All Other Insurance	34,024	22,884	11,140	18,555	32,568	9,684
Other General Expenses	100,238	14,018	86,221	87,824	23,714	9,696
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	25,546	11,284	14,262	15,672	20,870	9,586
Bad debt - Tenant Rents	6,550	13,800	(7,250)	21,217	19,800	6,000
Interest Expense	-	-	-	65,042	-	-
Total Operating Expenses	\$ 1,529,149	\$ 1,101,644	\$ 427,505	\$ 2,724,304	\$ 1,737,176	\$ 635,532
Net Income (Loss)	\$ 4,213,377	\$ 1,227,533	\$ 2,985,843	\$ (1,642,078)	\$ 1,723,511	\$ 497,067

Lansing Housing Commission
Budget vs. Actual
COCC
For the Period Ending December 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 241,317	\$ 590,918	\$ (349,601)	\$ 788,057	\$ 789,866	\$ 198,948
Bookkeeping Fees Income	20,858	17,749	3,109	46,686	30,805	13,056
Administrative Fees	71,045	206,594	(135,549)	-	469,742	263,148
Fraud Recovery and Other	64,681	41,000	23,681	42,621	62,000	21,000
Total Operating Revenue	\$ 397,902	\$ 856,261	\$ (458,359)	\$ 877,363	\$ 1,352,413	\$ 496,152
Administrative Salaries	\$ 127,318	\$ 148,554	\$ (21,236)	\$ 81,769	\$ 304,896	\$ 156,342
Auditing Fees	7,000	5,665	1,335	5,250	5,665	-
Employee Benefits Contributions - Admin	36,849	61,415	(24,566)	24,840	121,355	59,940
Office Expenses	37,033	236,116	(199,083)	29,327	490,752	254,636
Legal	2,168	3,000	(832)	3,384	6,000	3,000
Travel	1,721	-	1,721	-	-	-
Other	19,291	12,852	6,439	13,586	25,834	12,982
Tenant Services - Other	4,944	-	4,944	-	-	-
Water	596	1,105	(509)	800	2,185	1,080
Electricity	4,140	9,300	(5,160)	7,306	19,200	9,900
Gas	231	795	(564)	530	2,820	2,025
Other Utilities Expense	504	240	264	299	480	240
Ordinary Maintenance and Operations - Labor	26,414	69,996	(43,582)	200	159,240	89,244
Ordinary Maintenance and Operations - Material	326	2,200	(1,874)	4,479	4,400	2,200
Ordinary Maintenance and Operations - Contracts	18,854	7,680	11,174	878	15,010	7,330
Employee Benefits Contributions - Ordinary	8,658	27,977	(19,319)	1,106	64,121	36,144
Protective Services - Other Contract Costs	-	400	(400)	-	800	400
Property Insurance	4,018	3,609	409	-	3,609	-
Liability Insurance	717	1,393	(676)	113	1,393	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	273	4,400	(4,127)	4,400	4,400	-
Other General Expenses	184,011	13,614	170,397	162,604	28,044	14,430
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	662	-	-
Total Operating Expenses	\$ 485,065	\$ 610,311	\$ (125,246)	\$ 341,532	\$ 1,260,204	\$ 649,893
Net Income (Loss)	\$ (87,163)	\$ 245,950	\$ (333,113)	\$ 535,832	\$ 92,209	\$ (153,740)

Lansing Housing Commission
Budget vs. Actual
Housing Choice Voucher
For the Period Ending December 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 5,882,688	\$ 6,311,364	\$ (428,676)	\$ 6,373,220	\$ 12,646,676	\$ 6,335,312
Other Revenue	8,827	-	8,827	180	-	-
Fraud Recovery and Other	15,669	3,300	12,369	6,694	6,600	3,300
Total Operating Revenue	<u>\$ 5,907,184</u>	<u>\$ 6,314,664</u>	<u>\$ (407,481)</u>	<u>\$ 6,380,093</u>	<u>\$ 12,653,276</u>	<u>\$ 6,338,612</u>
Administrative Salaries	\$ 244,857	\$ 239,434	\$ 5,423	\$ 179,230	\$ 441,982	\$ 202,548
Auditing Fees	25,000	28,875	(3,875)	26,250	28,875	-
Management Fees	93,144	104,273	(11,129)	99,763	213,335	109,062
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	67,450	63,958	3,492	44,211	117,628	53,670
Office Expenses	124,608	101,942	22,666	90,416	155,742	53,800
Legal Expense	-	-	-	-	-	-
Travel	1,208	-	1,208	-	-	-
Other	158	30,000	(29,842)	-	60,000	30,000
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	89	500	(411)	515	1,000	500
Ordinary Maintenance and Operations - Materials	-	-	-	-	-	-
Ordinary Maintenance and Operations - Contractors	23,053	-	23,053	31,847	-	-
Protective services - Other Contract Costs	-	-	-	269	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	13,870	10,580	3,310	7,760	21,450	10,890
Workers Compensation	-	-	-	-	-	-
All Other Insurance	1,245	4,400	(3,155)	-	-	-
Other General Expenses	29,381	12,401	16,980	9,039	24,818	12,417
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	5,698,367	5,790,000	(91,633)	5,652,343	11,580,000	5,790,000
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 6,322,429</u>	<u>\$ 6,386,343</u>	<u>\$ (63,914)</u>	<u>\$ 6,141,643</u>	<u>\$ 12,644,830</u>	<u>\$ 6,258,487</u>
Net Income (Loss)	<u>\$ (415,245)</u>	<u>\$ (71,679)</u>	<u>\$ (343,567)</u>	<u>\$ 238,451</u>	<u>\$ 8,446</u>	<u>\$ 80,125</u>

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

	Period Amount	Balance
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	10,200.30
1010-0000-111111 Chase Checking	117,578.46	706,410.07
1010-0000-112200 Accounts Receivable	913.00	2,055.00
1010-0000-112201 Allowance for Doubtful Accounts	-	(135.79)
1010-0000-112220 A/R Repayment Agreement	(73.00)	-
1010-0000-112500 Accounts Receivable HUD	-	-
1010-2010-112500 Accounts Receivable HUD	-	-
1010-0000-112954 Accounts Receivables-Misc	-	2,267.25
1010-0000-114500 Accrued Interest Receivable	-	55.29
1010-5005-115700 Intercompany	40,245.66	(70,359.27)
1010-0000-116201 Investments Savings	-	74,168.03
1010-0000-121100 Prepaid Insurance	(1,793.70)	17,649.48
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	-	(2,355,778.23)
1010-1010-148100 Accumulated Depreciation-Build	-	-
1010-1010-148300 Accumulated Depreciation-Equip	-	-
1010-0000-150300 Deferred Outflow - MERS	-	282,767.00
1010-0000-150301 Deferred Outflows-OPEB	-	13,185.00
TOTAL ASSETS	156,870.42	1,444,212.99
LIABILITIES		
1010-0000-200000 OPEB Liability	-	10,413.00
1010-0000-200300 Pension Liability	-	227,551.00
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	1,443.69	2,267.20
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	-	10,200.30
1010-0000-211999 Tenant Refunds	(1,491.00)	10,917.50
1010-0000-212000 Accrued Payroll	-	2,422.62
1010-0000-213400 Utility Accrual	-	321.00
1010-0000-213500 Accrued Comp Absences - Curr	-	762.56
1010-0000-213700 Payment in Lieu of Taxes	719.46	13,974.56
1010-0000-214000 Accrued Comp Absences - non curr	-	4,320.59
1010-0000-260600 Note Payable Non Curr - PNC	-	-
1010-0000-260601 Note Payable - Curr - PNC	-	-
1010-0000-210000 Deferred Inflow - MERS	-	62,251.00
1010-0000-210001 Deferred Inflows - OPEB	-	(10,534.00)
1010-0000-270000 Deferred Inflows	-	61,492.00
TOTAL LIABILITIES	672.15	396,359.33
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	156,198.27	(4,205,243.26)
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	-	(72,265.80)
1010-2010-282000 Income and Expense Clearing	-	(75.00)
1010-3000-282000 Income and Expense Clearing	-	2,090,239.82
TOTAL EQUITY	156,198.27	1,047,853.66
TOTAL LIABILITIES & EQUITY	156,870.42	1,444,212.99

Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for December 2021

	Period Amount	Balance
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	36,398.00
1020-0000-111111 Chase Checking	(86,814.77)	649,789.62
1020-0000-112200 Accounts Receivable	7,175.75	8,894.00
1020-0000-112201 Allowance for Doubtful Accounts	-	278.80
1020-0000-112220 A/R Repayment Agreement	(17.00)	-
1020-0000-112500 Accounts Receivable HUD	-	-
1020-2010-112500 Accounts Receivable HUD	-	-
1020-0000-114500 Accrued Interest Receivable	-	55.29
1020-5005-115700 Intercompany	123,246.92	(23,700.23)
1020-0000-116201 Investments Savings	-	74,168.04
1020-0000-121100 Prepaid Insurance	(5,857.89)	62,515.53
1020-0000-140000 Land	-	348,580.00
1020-0000-144000 Construction in Progress	6,234.19	52,892.89
1020-3000-144000 Construction in Progress	16,892.34	139,560.88
1020-0000-146000 Dwelling Structures	-	2,745,252.13
1020-1020-146000 Dwelling Structures	-	115,030.00
1020-0000-146500 Dwelling Equipment - Ranges &	-	35,085.00
1020-1020-146500 Dwelling Equipment - Ranges &	-	21,635.00
1020-0000-148100 Accumulated Depreciation-Build	-	(2,738,837.02)
1020-1020-148100 Accumulated Depreciation-Build	-	(51,897.16)
1020-1020-148300 Accumulated Depreciation-Equip	-	(9,758.67)
1020-0000-150300 Deferred Outflow - MERS	-	236,799.00
1020-0000-150301 Deferred Outflows-OPEB	-	6,902.00
TOTAL ASSETS	60,859.54	1,709,643.10
LIABILITIES		
1020-0000-200000 OPEB Liability	-	5,450.00
1020-0000-200300 Pension Liability	-	190,560.00
1020-0000-210000 Construction Costs Payable	-	-
1020-0000-211100 Accounts Payable	(8,273.49)	408.60
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	1,768.00	21,177.00
1020-0000-211999 Tenant Refunds	(15,501.09)	18,679.71
1020-0000-212000 Accrued Payroll	-	9,930.43
1020-0000-213400 Utility Accrual	-	25,624.00
1020-0000-213500 Accrued Comp Absences - Curr	-	2,296.44
1020-0000-213700 Payment in Lieu of Taxes	(544.80)	21,202.67
1020-0000-214000 Accrued Comp Absences - non curr	-	13,013.16
1020-0000-260600 Note Payable Non Curr - PNC	-	-
1020-0000-260601 Note Payable - Curr - PNC	-	-
1020-0000-210000 Deferred Inflow - MERS	-	52,132.00
1020-0000-210001 Deferred Inflow - OPEB	-	(5,514.00)
1020-0000-270000 Deferred Inflows	-	32,189.00
TOTAL LIABILITIES	(22,551.38)	387,149.01
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	83,410.92	(4,709,622.33)
1020-1020-282000 Income and Expense Clearing	-	(162,850.00)
1020-2010-282000 Income and Expense Clearing	-	(56.25)
1020-3000-282000 Income and Expense Clearing	-	2,465,139.77
TOTAL EQUITY	83,410.92	1,322,494.09
TOTAL LIABILITIES & EQUITY	60,859.54	1,709,643.10

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

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	82,784.68	873,345.00
1080-0000-111111 Chase Checking	4,416.63	19,471.34
1080-0000-112200 Accounts Receivable	-	(2,378.47)
1080-0000-112201 Allowance for Doubtful Accounts	(17.00)	12.00
1080-0000-112220 A/R Repayment Agreement	-	-
1080-0000-112500 Accounts Receivable HUD	-	55.29
1080-2010-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	-
1080-0000-114500 Accrued Interest Receivable	28,464.82	(31,935.44)
1080-5005-115700 Intercompany	-	74,168.03
1080-0000-116201 Investments Savings	(5,656.39)	65,152.54
1080-0000-121100 Prepaid Insurance	-	499,084.00
1080-0000-140000 Land	-	111,737.04
1080-0000-144000 Construction in Progress	-	271,265.74
1080-3000-144000 Construction in Progress	-	12,792,393.80
1080-0000-146000 Dwelling Structures	-	520,795.00
1080-1080-146000 Dwelling Structures	-	51,291.24
1080-0000-146500 Dwelling Equipment - Ranges &	-	(10,456,604.44)
1080-0000-148100 Accumulated Depreciation-Build	-	(234,955.00)
1080-1080-148100 Accumulated Depreciation-Build	-	306,159.00
1080-0000-150300 Deferred Outflow - MERS	-	11,114.00
1080-0000-150301 Deferred Outflows-OPEB	-	(8,776.00)
TOTAL ASSETS	109,992.74	4,861,394.67
LIABILITIES		
1080-0000-200000 OPEB Liability	-	246,376.00
1080-0000-200300 Pension Liability	-	67,401.00
1080-0000-210000 Construction Costs Payable	-	-
1080-0000-211100 Accounts Payable	(7,310.93)	2,253.30
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	(100.00)	39,053.00
1080-0000-211999 Tenant Refunds	3,914.63	19,574.51
1080-0000-212000 Accrued Payroll	-	9,503.77
1080-0000-213400 Utility Accrual	-	13,941.00
1080-0000-213500 Accrued Comp Absences - Curr	-	1,104.85
1080-0000-213700 Payment in Lieu of Taxes	322.81	10,628.36
1080-0000-214000 Accrued Comp Absences - non curr	-	6,260.81
1080-0000-260600 Note Payable Non Curr - PNC	-	-
1080-0000-260601 Note Payable - Curr - PNC	-	-
1080-0000-210000 Deferred Inflow - MERS	-	(8,879.00)
1080-0000-270000 Deferred Inflows	-	51,831.00
TOTAL LIABILITIES	(3,173.49)	459,048.60
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	113,166.23	(1,461,198.34)
1080-1080-282000 Income and Expense Clearing	-	(96,075.00)
1080-2010-282000 Income and Expense Clearing	-	(56.25)
1080-3000-282000 Income and Expense Clearing	-	1,794,330.03
TOTAL EQUITY	113,166.23	4,402,346.07
TOTAL LIABILITIES & EQUITY	109,992.74	4,861,394.67

Lansing Housing Commission
1090 South Washington Park
Balance Sheet for December 2021

	Period Amount	Balance
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	1,777.00
1090-0000-111111 Chase Checking	114,393.92	552,008.11
1090-0000-112000 Accounts Receivable - Operations	(875.00)	33,093.00
1090-0000-112200 Accounts Receivable	1,495.00	3,439.60
1090-0000-112201 Allowance for Doubtful Accounts	-	(634.89)
1090-0108-112201 Allowance for Doubtful Accounts	-	-
1090-0000-112220 A/R Repayment Agreement	-	-
1090-0000-112500 Accounts Receivable HUD	875.00	-
1090-2010-112500 Accounts Receivable HUD	-	-
1090-0000-114500 Accrued Interest Receivable	-	55.29
1090-5005-115700 Intercompany	22,193.08	14,098.13
1090-0000-116201 Investments Savings	-	74,168.03
1090-0000-121100 Prepaid Insurance	1,922.22	5,787.10
1090-0000-140000 Land	-	36,534.00
1090-0000-144000 Construction in Progress	-	3,650.00
1090-3000-144000 Construction in Progress	-	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	-	(281,631.86)
1090-1090-148100 Accumulated Depreciation-Build	-	-
1090-0000-150300 Deferred Outflow - MERS	-	282,187.00
1090-0000-150301 Deferred Outflows-OPEB	-	6,866.00
TOTAL ASSETS	140,004.22	1,094,292.16
LIABILITIES		
1090-0000-200000 OPEB Liability	-	5,422.00
1090-0000-200300 Pension Liability	-	227,085.00
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	817.20	817.20
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	-	1,777.00
1090-0000-211999 Tenant Refunds	711.00	3,102.00
1090-0000-212000 Accrued Payroll	-	11,586.49
1090-0000-213400 Utility Accrual	-	160.00
1090-0000-213500 Accrued Comp Absences - Curr	-	3,591.55
1090-0000-213700 Payment in Lieu of Taxes	658.14	(1,832.03)
1090-0000-214000 Accrued Comp Absences - non curr	-	20,352.10
1090-0000-260600 Note Payable Non Curr - PNC	-	-
1090-0000-260601 Note Payable - Curr - PNC	-	-
1090-0000-210000 Deferred Inflow - MERS	-	62,123.00
1090-0000-210001 Deferred Inflow - OPEB	-	(5,486.00)
1090-0000-270000 Deferred Inflows	-	32,021.00
TOTAL LIABILITIES	2,186.34	360,719.31
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	137,817.88	(6,390,571.73)
1090-1090-282000 Income and Expense Clearing	-	(19,923.00)
1090-2010-282000 Income and Expense Clearing	-	(75.00)
1090-3000-282000 Income and Expense Clearing	-	4,008,258.14
TOTAL EQUITY	137,817.88	733,572.85
TOTAL LIABILITES & EQUITY	140,004.22	1,094,292.16

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

	Period Amount	Balance
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	(48,142.10)	66,744.64
5005-0000-111111 Chase Checking	272,129.28	1,912,158.23
5005-0000-112500 Accounts Receivable HUD	2,373.76	378,395.45
5005-0000-112954 Accounts Receivables-Misc	36,901.84	(593,489.16)
5005-1010-115700 Intercompany	(40,245.66)	70,359.27
5005-1020-115700 Intercompany	(123,246.92)	23,700.23
5005-1080-115700 Intercompany	(28,464.82)	31,935.44
5005-1090-115700 Intercompany	(22,193.08)	(14,098.13)
5005-4001-115700 Intercompany	(15,926.20)	879,660.11
5005-8001-115700 Intercompany	(126,957.30)	(6,711.73)
5005-8002-115700 Intercompany	101,855.69	150,216.58
5005-8005-115700 Intercompany	4,649.80	0.78
5005-8010-115700 Intercompany	(4,672.73)	4,676.62
5005-8020-115700 Intercompany	55,000.00	46,512.00
5005-8021-115700 Intercompany	(56,000.00)	(13,118.00)
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	(284.73)	5,842.19
5005-0000-121200 Prepaid - Other	1,920.00	11,622.00
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	-	(1,055,856.85)
5005-0000-150102 Investment in OG	-	411,617.62
5005-0000-150300 Deferred Outflow - MERS	-	197,972.00
5005-0000-150301 Deferred Outflows-OPEB	-	6,506.00
TOTAL ASSETS	8,696.83	3,857,286.12
LIABILITIES		
5005-0000-200000 OPEB Liability	-	5,138.00
5005-0000-200300 Pension Liability	-	159,319.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	61,118.87	61,632.35
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	(216.00)	(1,080.00)
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-212000 Accrued Payroll	-	8,104.41
5005-0000-213400 Utility Accrual	-	1,202.00
5005-0000-213500 Accrued Comp Absences - Curr	-	1,800.24
5005-0000-214000 Accrued Comp Absences - non curr	-	10,201.33
5005-0000-224000 Tenant Prepaid Rent	-	3,600.00
5005-0000-260700 Note Payable Non Curr - Davenport	-	-
5005-0000-260701 Note Payable - Curr - Davenport	-	-
5005-0000-210000 Deferred Inflow - MERS	-	43,585.00
5005-0000-210001 Deferred Inflow - OPEB	-	(5,198.00)
5005-0000-270000 Deferred Inflows	-	30,342.00
TOTAL LIABILITIES	60,902.87	318,646.33
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	(52,206.04)	3,181,803.17
5005-1010-282000 Income and Expense Clearing	-	-3,277.50
5005-1090-282000 Income and Expense Clearing	-	3,990.83
5005-3000-282000 Income and Expense Clearing	-	-233,906.71
TOTAL EQUITY	(52,206.04)	3,538,639.79
TOTAL LIABILITIES & EQUITY	8,696.83	3,857,286.12

THE HISTORY OF THE
CITY OF NEW YORK
FROM 1624 TO 1898

CHAPTER I.

The first settlement in the city of New York was made by the Dutch in 1624, when they established a colony on the island of Manhattan. The Dutch were the first to settle in the city, and they were followed by the English in 1664. The city was then known as New Amsterdam, and it was the capital of the Dutch colony. The city was founded by the Dutch, and it was the first city in the United States to be founded by a European. The city was founded by the Dutch, and it was the first city in the United States to be founded by a European. The city was founded by the Dutch, and it was the first city in the United States to be founded by a European.

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

	Period Amount	Balance
ASSETS		
8001-0000-111111 Chase Checking	(174,986.85)	886,887.48
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	275,120.82	335,327.26
8002-0000-112200 Accounts Receivable	-	-
8002-8002-112200 Accounts Receivable	1,299.00	1,299.00
8001-0000-112954 Accounts Receivables-Misc	-	2,966.15
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	126,957.30	6,711.73
8002-5005-115700 Intercompany	(101,855.69)	(219,016.58)
8001-0000-121100 Prepaid Insurance	(2,726.44)	21,810.51
8001-2010-144000 Construction in Progress	-	3,753.83
8001-0000-146500 Dwelling Equipment - Ranges &	-	44,423.50
8001-0000-148100 Accumulated Depreciation-Build	-	(28,063.43)
8002-0000-148100 Accumulated Depreciation-Build	-	-
8001-0000-150300 Deferred Outflow - MERS	-	291,490.00
8001-0000-150301 Deferred Outflows-OPEB	-	18,864.00
TOTAL ASSETS	123,808.14	1,366,453.45
LIABILITIES		
8001-0000-200000 OPEB Liability	-	14,897.00
8001-0000-200300 Pension Liability	-	234,571.00
8001-0000-210000 Construction Costs Payable	-	-
8001-0000-211100 Accounts Payable	1,488.48	2,744.86
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	-	(130.00)
8001-0000-211343 Accounts Payable Misc	-	-
8001-2010-211998 Deferred Income	-	-
8001-0000-212000 Accrued Payroll	-	21,077.27
8001-0000-213400 Utility Accrual	-	-
8001-0000-213500 Accrued Comp Absences - Curr	-	6,903.56
8001-0000-214000 Accrued Comp Absences - non curr	-	39,120.20
8001-0000-210000 Deferred Inflow - MERS	-	64,172.00
8001-0000-210001 Deferred Inflow - OPEB	-	(15,072.00)
8001-0000-270000 Deferred Inflows	-	87,978.00
TOTAL LIABILITIES	1,488.48	456,261.89
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	(52,244.47)	1,107,517.79
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	174,564.13	66,142,670.47
8002-8002-282000 Income and Expense Clearing	-	(66,634,287.79)
TOTAL EQUITY	122,319.66	910,191.56
TOTAL LIABILITIES & EQUITY	123,808.14	1,366,453.45

January 26, 2022

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

December 2021 Housing Choice Voucher (HCV) Monthly Report

CONTACT PERSON:

Jennifer Burnette
Assistant Director of Housing Programs

Family Self Sufficiency (FSS):

LHC staff is continuing to outreach for additional participation with the FSS program.

HCV Orientations:

LHC issued ten (10) vouchers in the month of December.

Two (2) VASH orientations virtually were held for the month of December 2021, and two (2) vouchers were issued with the assistance of community partners.

Waiting List:

Emergency Housing Vouchers: 11 of the 32 Emergency Housing Vouchers have been leased up, 6 are pending calculation/inspection and 15 issued and are out searching for housing. 100 regular HCV applications mailed out during the month of December, 56 households are out searching for units, 7 applicants are pending documentation or final approval, 3 applicants are pending a hearing, 6 units approved and pending inspection and 11 pending lease-up.

Department Initiatives:

In the HCV Program there are currently 1,627 vouchers housed in all its programs. 37 participants are with the Shelter Plus Care Program (S+C), 68 are housed under the Permanent Supportive Housing Program (PSH), 10 are housed under the Emergency Housing Voucher Program (EHV), and 135 are housed under the HUD Veterans Affairs



Supportive Housing (VASH) 25 at Waverly Place, and 1,353 are housed under the Housing Choice Voucher Program.

Voucher Utilization

November Voucher Program Total Units	1,863
November Traditional HCV Utilization	1491
November % Utilized Units	80%

December Voucher Program Total Units	1,863
December Traditional HCV Utilization	1488
December % Utilized Units	80%

Voucher Disbursement

HUD November HAP Disbursement	\$979,167
LHC November HAP/UAP Disbursement	\$888,649
% Voucher Funding Utilization	91%

HUD December HAP Disbursement	\$997,358
LHC December HAP/UAP Disbursement	\$944,423
% Voucher Funding Utilization	95%
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 rent reasonable for the fiscal year 2021. 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 8 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 2022.

Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 12/01/2021. 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-six (46) 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% of the success rate 50th percentile. 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 December 31, 2021, the reporting rate is 97%. Based on PIC, LHC records this indicator as 10 of a possible 10 points.

Annual Reexaminations

PIC Scoring	Internal Scoring
10	10

Indicator 10- Correct Tenant Rent Calculation

This indicator shows if LHC correctly calculates tenants' rent and the family share of the rent to the owner in the voucher program. As of this reporting period, PIC records indicate LHC will receive 100%. According to PIC records there are no tenant rent 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 99%. 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 80%. 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, 17 slots/households or (46%) 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 50% 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 12/31/2021.

January 26, 2022

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

December 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 95% (not including the modernization units) at the end of December. LHC Unit Months Leased (UML) was 386 (with units in MOD) or 95% occupancy rate. LHC maintained a 95% occupancy level, which does not meet the 96% recovery plan occupancy goal.

Public Housing (PH) Scattered Sites occupancy was 97% at the end of December. There were zero (0) household moved in, zero (0) resident moved out, and zero (0) unit transfers. The total units occupied was 297 which equals 97%. At the end of December, PH scattered sites had a total of 105 open work orders.

LaRoy Froh occupancy was 89% at the end of December. There was zero (0) household moved in, zero (0) resident moved out, zero (0) unit transfers. The total units occupied was 89 which equals 89%. At the end of December, LaRoy Froh had a total of 80 open work orders.



OCCUPANCY:

Site	Total Number of Units	UML Occupied 1st day of month including MOD units	Gross (including MOD Occupancy rate)	Move Ins	Move Outs	Transfer Units	Total MOD Units
PH Scattered Sites	306	297	97%	0	0	0	0
LaRoy Froh	100	89	89%	0	0	0	0
Totals	406	386	95%	0	0	0	0

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
PH Scattered Sites	\$ NA	\$ NA	\$ NA	TBD
LaRoy Froh	\$ 17,715	\$ 26,942	\$ 0	152%
Totals	\$ 17,715	\$ 26,942	\$ 0	152%



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	177	10-27-21	\$1200	Carpentry work being assigned for completion
2119 Forest	2	11-30-21	31	1-30-22		Cleaning getting done
5840 Pheasant	3	7-1-21	177	10-22-21	TBD	Carpentry work being assigned for completion
4343 Glenburne	2	3-12-21	277	10-27-21	\$1250	Applicant assigned
4151 Glenburne	2	9-16-20	422	9-9-21	\$1275	Processing/pulling applications
2165 Forest	2	3-2-21	343	10-22-21	\$1800	Carpentry work being assigned for completion
124 Howe	4	6-23-21	182	9-15-21	\$2250	Complete restoration required
1507 Robertson	3	2-10-21	337	9-11-21	\$1675	Move in scheduled for 9-22-21
636 Hayford	3	6-24-21	164	TBD	TBD	Getting painted and cleaned

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	292			Completing Rehab
2212 Reo	3	10-22-20	464			
2440 Reo	3	11-19-20	426			
2508 Reo	3	2-10-21	322			
2220 Reo	3	4-30-21	245			
2520 Reo	2	4-30-21	245			
2224 Reo	5	4-28-21	248			
2448 Reo	4	4-25-21	249			
2536 Reo	2	9-12-21	102			
2534 Reo	3	11-19-21	49			
2532 Reo	3	11-5-21	55			

