



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

Agenda

Lansing Housing Commission

November 22, 2021

1. Call to Order

a. Roll Call

b. Approval of Minutes of October 27, 2021

2. Action Items:

3. Informational Items:

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

4. Discussion Items:

a. RAD Update

5. Other Items:

a. Long range planning

b. Strikeout Stadium donation

6. Executive Director's Comments.

7. President's Comments

8. Public Comment – limit 3 minutes per person.

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 October 27, 2021

Commissioner Henry called the meeting to order at 5:34 p.m. Mr. Fleming, called the roll.

PRESENT AT ROLL CALL: Commissioners Emma Henry, Ryan Robinson, Don Sober, Loria Hall (present at 5:56 pm), Heather Taylor (absent)

STAFF:

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

Guests:

None

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

Action Items:

- John Smoltz Strikeout Stadium – Jeff Lazaros/Victor Verchereau
 - Jeff Lazaros approached LHC about obtaining a possible donation. Vic is working on helping this team get off the ground. This will allow children to gather in smaller groups and play baseball. The City has allocated the property at Ferris Park for this stadium. This is a miniature stadium where kids can purchase baseballs or show up with their own equipment and play baseball. This is a 501c3 and Jeff is looking for donations to help.
 - See presentation attached for more details.
 - The details of the ask will be brought to the next finance meeting. The Lansing Housing Commission Board will decide on a latter date if a donation will be made to John Smoltz Strikeout Stadium.
- Resolution 1332 – Success Rate Payment Standard for (MI058) Lansing Housing – Jennifer Burnette



- This authorized LHC to use the HUD approved success rate standards. Two months ago, there was a waiver submitted to HUD to utilize a higher payment standard. HUD approved this waiver. To increase the number of voucher holders to become participants, LHC seeks approval from the Board.

Commissioner Robinson moved and Commissioner Hall seconded a motion to approve the Success Rate Payment Standard. **The Motion was approved by all members present.**

Informational Items:

Finance Report September 2021

Steven Raiche

- September marks the end of the first fiscal quarter. Profitability is in line with the budget.
- Financial statements continue to move forward and optimistic this will be drafted within the next two weeks.

Housing Choice Voucher September 2021

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

- For September 6 vouchers were issued, 2 virtual VASH orientations and 2 vouchers issued. 30 of 32 emergency housing vouchers issued. 1 more will be approved this month. 55 households are searching for units currently. 8 units have passed inspections and pending lease ups. Another batch of applications are due back this Friday.

Kim Shirey

- HCV reported last month that an RFP was approved, a proposal was submitted to MSHDA for vouchers, LHC HCV was selected as a probationary agent. This is because we have never managed their vouchers before. The initial contract is for 650 vouchers.

Asset Management Report – September 2021

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



- **HP** had an occupancy rate of 89% at the end of September. 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 11 vacancies. There are 33 open work orders.

Positive Note: RAD lease signings have begun; residents are being very responsive.

- **Public Housing Scattered Sites** had an occupancy rate of 97% at the end of September. There was one (1) move-in, zero (0) move outs and one (1) transfer.

There are 10 vacancies. There are 54 open work orders.

Positive note: Habitat for Humanity has been looking at scattered houses reviewing for upgrades.

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

- **LRF** had an occupancy rate of 92% at the end of September. 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.

- **Capitol City Senior Apts** had an occupancy rate of 83% at the end of September. There were zero (0) move-ins, two (2) move-out and zero (0) transfer.

There was 30 vacant units due to RAD. There are 12 open work orders.

Positive note: Currently working through getting RAD paperwork signed.

Discussion Items:

- RAD update – Sam Spadafore and Doug Fleming
 - Closing for Hildebrandt Park set for November 15, 2021. LaRoy Froh Closing has been pushed to December 2021/January 2022. Construction relatively on schedule for Waverly Place and Capital City Senior Apartments.



Other Items: none

Executive Director's Comments:

Activities

Capital Projects

- Home repairs for scattered houses to be sold.

RAD Activities

- Disposal of Scattered Sites (Section 18)
 - Environmental review – Contract signed.
 - RFP was released to the public, locally and nationally – due late November. Once these are received LHC will present to HUD. Any sale of the houses will not happen until the first quarter for 2022.

Other Activities

- Oliver Gardens buys out of NEF by LHC – LHC has begun the process to purchase Oliver Gardens.
- Union negotiations – continue to move forward in a positive way. LHC is looking at a 3-year term of the unit contract.
- Fire restoration plan for COCC – This process is taking a little longer, heating and air ducts caused a set-back. LHC is hoping to be back in the COCC building within 60 days or so.
- Posted Assistant Executive Director Position Internal – the position was budgeted for and will assist Doug in management and future development as well as working with partners to service LCH residents.
- Santa's Workshop – Last year LHC instituted a Santa's Workshop. 20 families were supported. LHC contractors and board members can also donate to Santa's Workshop. This includes gifts for the families as well as a holiday meal.

Other Items: none

President's Comments:

- Sounds like there is a lot going on. Excited to be moving forward with the RAD process. LCH is finally taking the big step into the next era of our existence. We have been working towards this a long time and we are finally getting there.

Public Comment: limit 3 minutes per person

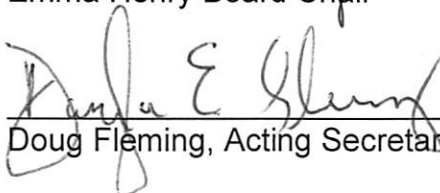
Other Business: none

Adjournment: The meeting was adjourned at 6:16 p.m.



Emma Henry Board Chair

Date 11/17/2021



Doug Fleming, Acting Secretary

Date 11/17/2021



Lansing Housing Commission
Summary Results for October FY2021

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total
REVENUE:					
Total Revenue Variance - Fav (Unfav)	1,071	22,135	4,237	2,720	30,163
Tenant Revenue Variance	(2,535)	17,412	113	77	15,067
HUD Revenue Variance	4,679	4,088	4,275	2,744	15,787
Capital Fund Income	-	-	-	-	-
Other Income	(1,074)	635	(151)	(101)	(691)
Other	-	-	-	-	-

Budgeted Revenue	95,880	113,024	120,341	68,010	397,255
% Variance fav (unfav)	1%	20%	4%	4%	8%

EXPENSES:					
Total Expense Variance Unfav (Fav)	(71,407)	(20,208)	(2,075)	61,823	(31,867)
Salary Expenses	(1,967)	7,779	(949)	(432)	4,431
Employee Benefit Expenses	6,460	5,620	12	(257)	11,835
Utilities	114	5,412	(300)	201	5,426
Write-offs	(549)	(9)	(587)	(607)	(1,752)
Legal	(500)	(600)	(912)	(79)	(2,091)
Professional Services	382	957	116	(183)	1,272
Admin Services	-	-	-	-	-
Recreation/Other Services	-	1,850	500	-	2,350
Insurance	(4,368)	(780)	(3,477)	(37)	(8,662)
Sundry/Postage/Office Supplies	(261)	(37)	682	(260)	124
Management Fee	40	5,448	517	69	6,073
HAP Expense	(61,765)	(46,437)	-	66,049	(42,153)
Inspections	(150)	10	15	75	(50)
Interest Expense	-	-	-	-	-
Maintenance Costs	(2,836)	(4,459)	5,759	(2,815)	(4,351)
Maintenance Contract - Unit Turns	(2,400)	2,550	(3,000)	-	(2,850)
Other	(3,609)	2,490	(450)	101	(1,468)

Budgeted Expense	92,299	109,463	87,268	68,948	357,978
% Variance fav (unfav)	77%	18%	2%	-90%	9%

Gain(Loss) on Sale of Assets	-	-	-	-	-
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Curr Mo. Actual Net Income (Loss)	\$ 76,058	\$ 45,903	\$ 39,386	\$ (60,041)	\$ 101,307
YTD Actual Net Income (Loss) Net of CWIP	\$ 103,138	\$ 117,387	\$ 142,937	\$ (1,532)	\$ 361,930
Prior YR YTD Net Income (Loss)	\$ 148,378	\$ 85,646	\$ 94,347	\$ (20,186)	\$ 308,185

Cash Balance - October	\$ 581,171	\$ 686,317	\$ 754,543	\$ 452,134	\$ 2,474,166
Cash Balance - September	\$ 487,231	\$ 665,146	\$ 811,651	\$ 518,106	\$ 2,482,134
Cash Balance - June 2021	\$ 404,436	\$ 503,953	\$ 616,869	\$ 390,852	\$ 1,916,110
Cash Balance - June 2020	\$ 586,642	\$ 691,966	\$ 675,747	\$ 625,621	\$ 2,579,975

COCC	HCV Admin	HCV	BA
10,831	(2,269)	(49,866)	-
-	-	-	-
6,204	(3,505)	(50,505)	-
-	-	-	-
4,627	1,236	639	-
-	-	-	-

94,534	86,894	965,550	-
11%	-3%	-5%	0%

(17,180)	(12,489)	(34,724)	-
(7,523)	1,076	-	-
(5,302)	2,760	-	-
167	89	-	-
-	-	-	-
(500)	-	-	-
86	577	-	-
(1,406)	(38)	-	-
4,490	-	-	-
1,009	(3,489)	-	53
807	(1,326)	-	7,487
-	(701)	-	-
-	-	(34,724)	-
-	(695)	-	-
-	-	-	-
511	75	-	-
-	-	-	-
(9,520)	(10,819)	-	(7,541)

97,202	93,010	965,000	-
18%	13%	4%	0%

-	-	-	-
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\$ 25,344	\$ 4,105	\$ (14,592)	\$ (7,541)
\$ (46,216)	\$ (51,300)	\$ (88,240)	\$ (15,197)
\$ 461,654	\$ 63,604	\$ (53,237)	\$ -

\$ 1,556,942	\$ 1,045,989	\$ 397,824	\$ 377,570	\$ 2,304,225
\$ 1,282,332	\$ 1,009,851	\$ 384,309	\$ 386,109	\$ 2,304,225
\$ 1,350,385	\$ 1,119,729	\$ 465,867	\$ 393,609	\$ 2,304,225
\$ 856,102	\$ 827,066	\$ 496,344		

Lansing Housing Commission
Summary Results YTD for October FY2021

Description	MT Vernon	Hildebrandt	LaRoy Froh	So Washington	LIPH Total
REVENUE:					
Total Revenue Variance - Fav (Unfav)	834	20,557	11,653	5,763	38,807
Tenant Revenue Variance	(5,457)	17,482	286	398	12,709
HUD Revenue Variance	7,893	1,525	8,079	4,494	21,991
Capital Fund Income	2,104	2,104	2,104	2,104	8,417
Other Income	(3,707)	(554)	1,184	(1,233)	(4,310)
Other	-	-	-	-	-
Budgeted Revenue	382,137	512,260	487,471	273,647	1,655,513
% Variance fav (unfav)	0%	4%	2%	2%	2%
EXPENSES:					
Total Expense Variance Unfav (Fav)	(66,975)	1,508	11,552	5,114	(48,801)
Salary Expenses	(9,970)	13,565	(4,699)	(1,806)	(2,909)
Employee Benefit Expenses	23,785	8,350	(9,570)	(1,163)	21,402
Utilities	391	9,853	(4,921)	243	5,567
Write-offs	(2,967)	(4,030)	(1,853)	(1,212)	(10,062)
Legal	65	(2,781)	(985)	(277)	(3,978)
Professional Services	4,308	3,564	2,749	2,644	13,265
Admin Services	1,000	1,000	1,000	1,000	4,000
Insurance	(4,328)	(43)	(1,503)	1,252	(4,623)
Sundry/Postage/Office Supplies	(509)	4,023	1,644	(1,616)	3,542
Management Fee	213	7,992	1,811	274	10,290
HAP Expense	(63,960)	-	-	254,339	190,378
Pilot	301	3,591	2,280	962	7,134
Inspections	(225)	65	400	-	240
Maintenance Costs	(331)	14,265	33,995	(6,937)	40,991
Maintenance Contract - Unit Turns	(9,600)	(12,336)	(8,500)	(2,000)	(32,436)
Other	(5,147)	(45,570)	(296)	(240,588)	(291,601)
Budgeted Expense	346,807	413,922	344,634	275,827	1,381,191
% Variance fav (unfav)	19%	0%	-3%	-2%	4%
Gain(Loss) on Sale of Assets	-	-	-	-	-
YTD Actual Net Income (Loss) Net of CWIP	\$ 103,138	\$ 117,387	\$ 142,937	\$ (1,532)	\$ 361,930
YTD Budgeted Net Income (Loss)	\$ 35,329	\$ 98,337	\$ 142,836	\$ (2,181)	\$ 274,322
Prior YR YTD Net Income (Loss)	\$ 148,378	\$ 85,646	\$ 94,347	\$ (20,186)	\$ 308,185

COCC	HCV Admin	HCV	BA
(10,099)	(7,218)	(222,934)	-
-	-	-	-
7,812	(14,020)	(227,260)	-
-	-	-	-
(17,911)	6,802	4,326	-
-	-	-	-
308,510	347,576	3,862,200	-
-3%	-2%	-6%	0%
(27,438)	13,359	(132,494)	(14,803)
(13,537)	(7,213)	-	-
(16,540)	1,625	-	-
(2,430)	(161)	-	-
-	-	-	-
(1,446)	-	-	-
11,092	16,435	-	-
(6,219)	-	-	(22,500)
(6,460)	(2,913)	-	-
(1,929)	8,006	-	7,487
-	(2,803)	-	209
-	-	(132,494)	-
-	-	-	-
400	(1,987)	-	-
7,385	370	-	-
-	-	-	-
2,246	2,000	-	-
372,064	378,299	3,860,000	30,000
7%	-4%	3%	0%
-	-	-	-
\$ (46,216)	\$ (51,300)	\$ (88,240)	\$ (15,197)
\$ (63,554)	\$ (30,723)	\$ 2,200	\$ (30,000)
\$ 461,654	\$ 63,604	\$ (53,237)	\$ -

October Ratios

HCV Ratios				Prior Months	
Number of Vouchers Used	1,707			9/21	\$ 552.26
HCV 8002 Expenses	\$ 927,953.70			8/21	\$ 535.07
Average Cost Per Voucher	<u>\$ 543.62</u>			7/21	\$ 545.74

LIPH Ratios								Prior Months	
	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	Total	PY October Total			
Year-to-Date Occupancy Rate	59	209	200	11	479	790	9/21	\$	94.5%
YTD Average Number of Units Leased	62	220	213	12	507	833	8/21	\$	94.9%
Number of Possible Units	95.2%	95.0%	93.9%	91.7%	94.5%	94.8%	7/21	\$	94.9%
Year-to-Date Occupancy Rate									
Average Revenue Per Occupied Unit							9/21	\$	537.25
Total LIPH Revenue	\$ 96,950.53	\$ 135,158.50	\$ 124,578.38	\$ 70,730.26	\$ 427,417.67	\$ 457,804.28	8/21	\$	529.69
Average Revenue Per Occupied Unit	\$ 487.19	\$ 646.69	\$ 622.89	\$ 359.04	\$ 530.95	\$ 579.50	7/21	\$	504.28
Average Tenant Revenue Per Occupied Unit							9/21	\$	109.47
Total Tenant Revenue	\$ 2,460.00	\$ 26,129.00	\$ 17,113.00	\$ 2,470.00	\$ 48,172.00	\$ 96,353.00	8/21	\$	106.98
Average Tenant Revenue Per Occupied Unit	\$ 41.69	\$ 125.02	\$ 85.57	\$ 224.55	\$ 100.57	\$ 121.97	7/21	\$	109.19
Average Cost Per Occupied Unit							9/21	\$	416.68
YTD Average Monthly Expenses	\$ 69,958.12	\$ 103,857.50	\$ 89,046.70	\$ 70,235.36	\$ 333,097.68	\$ 448,087.46	8/21	\$	423.50
Average Cost Per Occupied Unit	\$ 351.55	\$ 496.93	\$ 445.23	\$ 356.52	\$ 413.79	\$ 567.20	7/21	\$	395.23

Company Ratios						
Operating Reserves	Mt. Vernon	Hildebrandt	LaRoy Froh	S. Washington	COCC	HCV Admin
Bank Account Balance	\$ 581,171.47	\$ 686,317.18	\$ 754,543.38	\$ 452,134.22	\$ 1,556,942.27	\$ 1,045,989.45
YTD Expenses	\$ 279,832.47	\$ 415,429.98	\$ 356,186.81	\$ 280,941.44	\$ 344,626.51	\$ 391,658.11
Number of Months	4	4	4	4	4	4
Average Monthly Expenses	\$ 69,958.12	\$ 103,857.50	\$ 89,046.70	\$ 70,235.36	\$ 86,156.63	\$ 97,914.53
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	8.31	6.61	8.47	6.44	18.07	10.88
Prior Months						
09/21	5.64	6.12	8.99	10.35	14.54	9.74
08/21	4.78	6.24	9.91	12.70	16.67	13.14
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 October 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 11,533	\$ 16,990	\$ (5,457)	\$ 111,888	\$ 157,966	\$ 140,976
Tenant Revenue - Other	1,483	2,888	(1,405)	5,406	18,147	15,259
Total Tenant Revenue	<u>\$ 13,016</u>	<u>\$ 19,878</u>	<u>\$ (6,862)</u>	<u>\$ 117,294</u>	<u>\$ 176,113</u>	<u>\$ 156,235</u>
HUD PHA Operating Grants	365,949	358,056	7,893	329,899	1,392,066	1,034,010
CFP Operational Income	193,963	-	193,963	99,942	-	-
Administrative Fees	-	2,296	(2,296)	-	16,584	14,288
Fraud Recovery and Other	1,901	1,907	(6)	10,325	18,498	16,592
Total Operating Revenue	<u>\$ 574,829</u>	<u>\$ 382,137</u>	<u>\$ 192,693</u>	<u>\$ 557,460</u>	<u>\$ 1,603,261</u>	<u>\$ 1,221,124</u>
Administrative Salaries	\$ 2,953	\$ 8,969	\$ (6,016)	\$ 31,793	\$ 85,233	\$ 76,264
Auditing Fees	-	-	-	-	5,775	5,775
Management Fees	12,633	12,420	213	129,330	108,986	96,566
Bookkeeping Fees	1,779	1,770	9	5,543	15,705	13,935
Employee Benefits Contributions - Admin	6,034	3,033	3,001	12,477	36,275	33,242
Office Expenses	6,133	10,526	(4,393)	16,550	40,002	29,475
Legal	2,065	2,000	65	3,209	12,000	10,000
Travel	-	-	-	-	-	-
Other	1,119	300	819	5,020	4,500	4,200
Tenant Services - Other	-	-	-	1,056	-	-
Water	629	460	169	30,616	15,952	15,492
Electricity	323	200	123	15,989	1,050	850
Gas	214	200	14	5,180	13,414	13,214
Other Utilities Expense	85	-	85	41	34,215	34,215
Ordinary Maintenance and Operations - Labor	3,264	7,217	(3,953)	23,684	59,341	52,124
Ordinary Maintenance and Operations - Material	1,973	2,420	(447)	4,968	7,680	5,260
Ordinary Maintenance and Operations - Contract	12,520	23,320	(10,800)	54,958	171,280	147,960
Employee Benefits Contributions - Ordinary	30,080	9,295	20,785	14,289	57,705	48,410
Protective Services - Other Contract Costs	-	-	-	919	-	-
Property Insurance	6,077	5,657	420	15,860	52,605	46,948
Liability Insurance	2,136	2,121	15	6,074	19,671	17,550
Workers Compensation	-	-	-	-	-	-
All Other Insurance	985	5,748	(4,763)	4,400	16,106	10,358
Other General Expenses	5,707	1,399	4,308	11,989	11,776	10,377
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	374,957.21	247,058.64	127,899	-	370,588	123,529
Payment in Lieu of Taxes	1,794	1,493	301	6,704	11,975	10,482
Bad debt - Tenant Rents	(1,767)	1,200	(2,967)	3,470	7,800	6,600
Interest Expense	-	-	-	4,964	-	-
Total Operating Expenses	<u>\$ 471,691</u>	<u>\$ 346,807</u>	<u>\$ 124,884</u>	<u>\$ 409,082</u>	<u>\$ 1,159,634</u>	<u>\$ 812,827</u>
Net Income (Loss)	<u>\$ 103,138</u>	<u>\$ 35,329</u>	<u>\$ 67,809</u>	<u>\$ 148,378</u>	<u>\$ 443,627</u>	<u>\$ 408,298</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 109,557	\$ 92,075	\$ 17,482	\$ 89,120	\$ 109,509	\$ 17,434
Tenant Revenue - Other	4,920	4,985	(65)	7,371	6,057	1,072
Total Tenant Revenue	\$ 114,477	\$ 97,060	\$ 17,417	\$ 96,491	\$ 115,566	\$ 18,506
HUD PHA Operating Grants	414,301	412,776	1,525	375,932	619,164	206,388
CFP Operational Income	2,104	-	2,104	99,942	-	-
Fraud Recovery and Other	1,934	1,927	8	1,965	3,693	1,767
Total Operating Revenue	\$ 532,817	\$ 511,763	\$ 21,054	\$ 574,330	\$ 738,423	\$ 226,661
Administrative Salaries	\$ 43,071	\$ 32,413	\$ 10,658	\$ 33,006	\$ 43,853	\$ 11,439
Auditing Fees	-	-	-	-	5,775	5,775
Management Fees	44,559	37,415	7,144	135,902	49,214	11,799
Bookkeeping Fees	6,271	5,423	849	6,495	7,133	1,710
Employee Benefits Contributions - Admin	11,027	14,439	(3,412)	10,182	19,395	4,956
Office Expenses	21,054	16,226	4,828	13,018	21,395	5,169
Legal	3,219	6,000	(2,781)	4,630	7,200	1,200
Travel	-	-	-	-	-	-
Other	316	960	(644)	1,579	1,440	480
Tenant Services - Other	6,800	4,800	2,000	2,212	4,800	-
Water	41,384	33,900	7,484	35,704	39,002	5,102
Electricity	11,901	10,600	1,301	11,914	12,000	1,400
Gas	4,676	5,450	(774)	4,205	7,661	2,211
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	32,548	29,642	2,907	20,882	37,480	7,819
Ordinary Maintenance and Operations - Material	16,210	19,840	(3,630)	17,752	22,160	2,320
Ordinary Maintenance and Operations - Contract	98,018	92,200	5,818	110,473	115,750	23,550
Employee Benefits Contributions - Ordinary	27,096	15,334	11,762	23,652	20,093	4,759
Protective Services - Other Contract Costs	2,389	1,035	1,354	1,870	1,035	-
Property Insurance	20,487	16,696	3,790	16,383	21,832	5,135
Liability Insurance	7,404	6,625	779	6,297	8,774	2,149
Workers Compensation	-	-	-	-	-	-
All Other Insurance	2,016	6,628	(4,612)	4,878	7,742	1,114
Other General Expenses	7,609	4,046	3,564	12,758	5,257	1,211
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	7,404	3,813	3,591	4,257	4,485	672
Bad debt - Tenant Rents	(30)	4,000	(4,030)	2,361	6,000	2,000
Interest Expense	-	-	-	8,273	-	-
Total Operating Expenses	\$ 415,430	\$ 367,485	\$ 47,945	\$ 488,684	\$ 469,456	\$ 101,971
Net Income (Loss)	\$ 117,387	\$ 144,277	\$ (26,891)	\$ 85,646	\$ 268,967	\$ 124,690

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 72,786	\$ 72,500	\$ 286	\$ 63,749	\$ 83,952	\$ 11,452
Tenant Revenue - Other	5,820	4,632	1,188	1,520	5,976	1,344
Total Tenant Revenue	\$ 78,606	\$ 77,132	\$ 1,474	\$ 65,269	\$ 89,928	\$ 12,796
HUD PHA Operating Grants	416,311	408,232	8,079	345,964	612,348	204,116
CFP Operational Income	2,104	-	2,104	99,942	-	-
Fraud Recovery and Other	2,103	2,107	(4)	1,751	3,963	1,857
Total Operating Revenue	\$ 499,124	\$ 487,471	\$ 11,653	\$ 512,926	\$ 706,239	\$ 218,769
Administrative Salaries	\$ 26,663	\$ 38,345	\$ (11,682)	\$ 37,863	\$ 49,198	\$ 10,853
Auditing Fees	-	-	-	-	5,665	5,665
Management Fees	42,693	40,883	1,811	133,780	51,802	10,919
Bookkeeping Fees	6,008	5,925	83	6,189	7,508	1,583
Employee Benefits Contributions - Admin	3,850	15,731	(11,881)	12,801	19,410	3,679
Office Expenses	13,765	15,778	(2,012)	11,790	20,520	4,742
Legal	3,815	4,800	(985)	3,001	7,200	2,400
Travel	107	-	107	-	-	-
Other	2,644	840	1,804	3,597	1,260	420
Tenant Services - Other	6,281	5,600	681	1,769	6,000	400
Water	18,697	26,650	(7,953)	26,409	26,810	160
Electricity	16,720	14,350	2,370	14,309	14,400	50
Gas	6,847	6,400	447	6,296	6,440	40
Other Utilities Expense	215	-	215	163	-	-
Ordinary Maintenance and Operations - Labor	39,523	32,540	6,984	20,023	39,958	7,418
Ordinary Maintenance and Operations - Material	19,126	15,340	3,786	13,937	20,500	5,160
Ordinary Maintenance and Operations - Contract	67,959	44,840	23,119	54,415	55,610	10,770
Employee Benefits Contributions - Ordinary	32,240	29,930	2,311	20,695	34,405	4,475
Protective Services - Other Contract Costs	2,275	1,600	675	1,757	1,600	-
Property Insurance	22,368	21,151	1,217	19,501	27,023	5,872
Liability Insurance	7,168	7,283	(114)	6,848	9,305	2,022
Workers Compensation	-	-	-	-	-	-
All Other Insurance	3,942	6,548	(2,606)	4,400	7,622	1,074
Other General Expenses	7,100	4,351	2,749	11,173	5,473	1,122
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	4,430	2,150	2,280	1,828	3,090	940
Bad debt - Tenant Rents	1,747	3,600	(1,853)	1,149	5,400	1,800
Interest Expense	-	-	-	4,887	-	-
Total Operating Expenses	\$ 356,187	\$ 344,634	\$ 11,552	\$ 418,579	\$ 426,198	\$ 81,563
Net Income (Loss)	\$ 142,937	\$ 142,836	\$ 101	\$ 94,347	\$ 280,041	\$ 137,205

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 9,970	\$ 9,572	\$ 398	\$ 94,832	\$ 14,358	\$ 4,786
Tenant Revenue - Other	325	-	325	9,223	-	-
Total Tenant Revenue	<u>\$ 10,295</u>	<u>\$ 9,572</u>	<u>\$ 723</u>	<u>\$ 104,055</u>	<u>\$ 14,358</u>	<u>\$ 4,786</u>
HUD PHA Operating Grants	264,466	259,972	4,494	247,418	389,958	129,986
CFP Operational Income	331,672	-	331,672	99,942	-	-
Administrative Fees	-	2,296	(2,296)	-	3,444	1,148
Fraud Recovery and Other	2,544	1,807	738	4,403	3,513	1,707
Total Operating Revenue	<u>\$ 608,978</u>	<u>\$ 273,647</u>	<u>\$ 335,331</u>	<u>\$ 455,818</u>	<u>\$ 411,273</u>	<u>\$ 137,627</u>
Administrative Salaries	\$ 571	\$ 1,794	\$ (1,222)	\$ 24,474	\$ 2,967	\$ 1,173
Auditing Fees	-	-	-	-	5,775	5,775
Management Fees	2,344	2,070	274	128,657	3,105	1,035
Bookkeeping Fees	332	300	32	5,448	450	150
Employee Benefits Contributions - Admin	3,006	3,603	(596)	16,117	5,457	1,854
Office Expenses	5,285	1,436	3,849	14,675	2,566	1,130
Legal	123	400	(277)	5,961	600	200
Travel	-	-	-	-	-	-
Other	(491)	300	(791)	267	300	-
Tenant Services - Other	-	-	-	2,900	-	-
Water	480	268	212	64,179	402	134
Electricity	-	100	(100)	41,951	150	50
Gas	132	-	132	4,720	-	-
Other Utilities Expense	-	-	-	141	-	-
Ordinary Maintenance and Operations - Labor	860	1,443	(583)	38,240	2,245	802
Ordinary Maintenance and Operations - Material	973	6,000	(5,027)	13,840	9,000	3,000
Ordinary Maintenance and Operations - Contract	2,040	5,650	(3,610)	33,560	7,250	1,600
Employee Benefits Contributions - Ordinary	3,012	3,579	(567)	34,829	5,401	1,822
Protective Services - Other Contract Costs	(221)	-	(221)	636	-	-
Property Insurance	1,118	1,319	(201)	16,876	2,010	691
Liability Insurance	792	376	416	7,560	573	197
Workers Compensation	-	-	-	-	-	-
All Other Insurance	1,769	732	1,037	4,877	1,098	366
Other General Expenses	3,447	804	2,644	11,599	1,207	404
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	583,907	244,374	339,533	-	368,561	122,187
Payment in Lieu of Taxes	1,842	880	962	(1,672)	1,321	440
Bad debt - Tenant Rents	(812)	400	(1,212)	5,054	600	200
Interest Expense	-	-	-	1,116	-	-
Total Operating Expenses	<u>\$ 610,509</u>	<u>\$ 275,827</u>	<u>\$ 334,682</u>	<u>\$ 476,004</u>	<u>\$ 419,037</u>	<u>\$ 143,210</u>
Net Income (Loss)	<u>\$ (1,532)</u>	<u>\$ (2,181)</u>	<u>\$ 649</u>	<u>\$ (20,186)</u>	<u>\$ (7,764)</u>	<u>\$ (5,584)</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 203,846	\$ 191,137	\$ 12,709	\$ 359,589	\$ 365,785	\$ 174,648
Tenant Revenue - Other	12,548	12,505	43	23,520	30,180	17,675
Total Tenant Revenue	\$ 216,394	\$ 203,642	\$ 12,752	\$ 383,109	\$ 395,965	\$ 192,323
HUD PHA Operating Grants	1,461,027	1,439,036	21,991	1,299,211	3,013,536	1,574,500
CFP Operational Income	529,845	-	529,845	399,770	-	-
Fraud Recovery and Other	8,482	7,746	736	18,444	29,667	21,921
Total Operating Revenue	\$ 2,215,747	\$ 1,655,016	\$ 560,731	\$ 2,100,534	\$ 3,459,196	\$ 1,804,180
Administrative Salaries	\$ 73,258	\$ 81,521	\$ (8,263)	\$ 127,137	\$ 181,251	\$ 99,730
Auditing Fees	-	-	-	-	22,990	22,990
Management Fees	102,229	92,788	9,441	527,667	213,107	120,319
Bookkeeping Fees	14,390	13,418	973	23,673	30,795	17,378
Employee Benefits Contributions - Administrative	23,918	36,806	(12,889)	51,578	80,537	43,731
Office Expenses	46,238	43,966	2,272	56,033	84,482	40,516
Legal Expense	9,222	13,200	(3,978)	16,801	27,000	13,800
Travel	107	-	107	-	-	-
Other	3,588	2,400	1,188	10,463	7,500	5,100
Tenant Services - Other	13,081	10,400	2,681	7,936	10,800	400
Water	61,191	61,278	(87)	156,909	82,167	20,889
Electricity	28,944	25,250	3,694	84,163	27,600	2,350
Gas	11,869	12,050	(181)	20,400	27,515	15,485
Other Utilities Expense	300	-	300	345	34,215	34,215
Ordinary Maintenance and Operations - Labor	76,196	70,842	5,354	102,829	139,004	68,162
Ordinary Maintenance and Operations - Material	38,282	43,600	(5,318)	50,498	59,340	15,740
Ordinary Maintenance and Operations - Contract	180,537	166,010	14,527	253,406	349,890	183,880
Employee Benefits Contributions - Ordinary	92,428	58,138	34,290	93,465	117,604	59,466
Protective Services - Other Contract Costs	4,443	2,635	1,808	5,182	2,635	-
Property Insurance	50,050	44,824	5,226	68,620	103,470	58,646
Liability Insurance	17,500	16,405	1,095	26,779	38,322	21,917
Workers Compensation	-	-	-	-	-	-
All Other Insurance	8,712	19,656	(10,944)	18,555	32,568	12,912
Other General Expenses	23,864	10,600	13,265	47,519	23,714	13,114
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	15,470	8,336	7,134	11,117	20,870	12,534
Bad debt - Tenant Rents	(862)	9,200	(10,062)	12,034	19,800	10,600
Interest Expense	-	-	-	19,240	-	-
Total Operating Expenses	\$ 894,954	\$ 843,322	\$ 51,632	\$ 1,792,350	\$ 1,737,176	\$ 893,854
Net Income (Loss)	\$ 1,320,794	\$ 811,694	\$ 509,099	\$ 308,184	\$ 1,722,020	\$ 910,326

Lansing Housing Commission
Budget vs. Actual
COC
For the Period Ending October 31, 2021

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 168,941	\$ 526,299	\$ (357,358)	\$ 594,694	\$ 789,866	\$ 263,567
Bookkeeping Fees Income	14,390	13,420	970	23,673	30,805	17,385
Administrative Fees	57,799	98,991	(41,192)	-	469,742	370,751
Fraud Recovery and Other	57,281	34,000	23,281	36,591	62,000	28,000
Total Operating Revenue	\$ 298,411	\$ 672,710	\$ (374,299)	\$ 654,958	\$ 1,352,413	\$ 679,703
Administrative Salaries	\$ 87,707	\$ 83,411	\$ 4,296	\$ 48,808	\$ 304,896	\$ 221,485
Auditing Fees	-	-	-	-	5,665	5,665
Employee Benefits Contributions - Admin	27,357	36,439	(9,082)	16,321	121,355	84,916
Office Expenses	28,256	168,051	(137,795)	21,756	490,752	324,701
Legal	554	2,000	(1,446)	1,014	6,000	4,000
Travel	289	-	289	-	-	-
Other	9,315	6,426	2,889	6,787	25,834	19,408
Tenant Services - Other	5,064	-	5,064	-	-	-
Water	491	817	(327)	498	2,185	1,368
Electricity	3,459	5,500	(2,041)	4,777	19,200	13,700
Gas	161	295	(134)	181	2,820	2,525
Other Utilities Expense	232	160	72	254	480	320
Ordinary Maintenance and Operations - Labor	15,996	32,829	(16,833)	-	159,240	126,411
Ordinary Maintenance and Operations - Material	-	1,600	(1,600)	200	4,400	2,800
Ordinary Maintenance and Operations - Contracts	13,094	5,070	8,024	1,575	15,010	9,940
Employee Benefits Contributions - Ordinary	6,036	13,183	(7,147)	-	64,121	50,938
Protective Services - Other Contract Costs	-	300	(300)	878	800	500
Property Insurance	2,697	3,609	(912)	744	3,609	-
Liability Insurance	245	1,393	(1,148)	113	1,393	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	4,400	(4,400)	4,400	4,400	-
Other General Expenses	143,674	8,581	135,093	84,517	28,044	19,463
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	480	-	-
Total Operating Expenses	\$ 344,627	\$ 372,064	\$ (27,438)	\$ 193,304	\$ 1,260,204	\$ 888,140
Net Income (Loss)	\$ (46,216)	\$ 300,646	\$ (346,862)	\$ 461,654	\$ 92,209	\$ (208,437)

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

	Period Amount	Balance
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	10,200.30
1010-0000-111111 Chase Checking	93,940.59	581,171.47
1010-0000-112200 Accounts Receivable	(2,492.00)	1,357.90
1010-0000-112201 Allowance for Doubtful Accounts	249.20	(135.79)
1010-0000-112220 A/R Repayment Agreement	(81.00)	154.00
1010-0000-112500 Accounts Receivable HUD	-	-
1010-2010-112500 Accounts Receivable HUD	-	-
1010-0000-112954 Accounts Receivables-Misc	2,267.25	2,267.25
1010-0000-114500 Accrued Interest Receivable	-	128.21
1010-5005-115700 Intercompany	(41,064.02)	(54,135.93)
1010-0000-116201 Investments Savings	-	72,334.85
1010-0000-121100 Prepaid Insurance	21,357.25	21,603.54
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	74,177.27	1,192,412.43
LIABILITIES		
1010-0000-200000 OPEB Liability	-	31,309.00
1010-0000-200300 Pension Liability	-	(62,607.00)
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	-	-
1010-0000-211343 Accounts Payable Misc	(2,160.36)	55,726.00
1010-0000-211400 Tenant Security Deposits	-	10,200.30
1010-0000-211999 Tenant Refunds	(261.00)	12,408.50
1010-0000-212000 Accrued Payroll	-	8,381.35
1010-0000-213400 Utility Accrual	-	321.00
1010-0000-213500 Accrued Comp Absences - Curr	-	1,373.98
1010-0000-213700 Payment in Lieu of Taxes	540.37	6,170.52
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	(1,880.99)	140,540.49
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	76,058.26	(4,218,861.98)
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	-	2,090,239.82
TOTAL EQUITY	76,058.26	1,051,871.94
TOTAL LIABILITIES & EQUITY	74,177.27	1,192,412.43

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	36,398.00
1020-0000-111111 Chase Checking	21,171.18	686,317.18
1020-0000-112200 Accounts Receivable	(1,211.09)	10,117.00
1020-0000-112201 Allowance for Doubtful Accounts	(0.39)	(1,133.20)
1020-0000-112220 A/R Repayment Agreement	(17.00)	34.00
1020-0000-112500 Accounts Receivable HUD	-	-
1020-2010-112500 Accounts Receivable HUD	-	-
1020-0000-114500 Accrued Interest Receivable	-	128.21
1020-5005-115700 Intercompany	(48,893.50)	(87,788.31)
1020-0000-116201 Investments Savings	-	72,334.86
1020-0000-121100 Prepaid Insurance	75,748.83	75,970.47
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	<u>46,798.03</u>	<u>5,135,047.33</u>
LIABILITIES		
1020-0000-200000 OPEB Liability	-	16,389.00
1020-0000-200300 Pension Liability	-	(99,607.00)
1020-0000-210000 Construction Costs Payable	-	-
1020-0000-211100 Accounts Payable	-	-
1020-0000-211343 Accounts Payable Misc	(7,597.05)	18,871.00
1020-0000-211400 Tenant Security Deposits	(210.00)	35,935.00
1020-0000-211999 Tenant Refunds	7,404.00	33,488.80
1020-0000-212000 Accrued Payroll	-	9,024.74
1020-0000-213400 Utility Accrual	-	25,624.00
1020-0000-213500 Accrued Comp Absences - Curr	-	3,100.67
1020-0000-213700 Payment in Lieu of Taxes	1,297.87	12,081.21
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	<u>894.82</u>	<u>111,348.89</u>
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	45,903.21	(1,067,269.98)
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	-	2,465,139.77
TOTAL EQUITY	<u>45,903.21</u>	<u>5,023,698.44</u>
TOTAL LIABILITIES & EQUITY	<u>46,798.03</u>	<u>5,135,047.33</u>

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

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	40,398.00
1080-0000-111111 Chase Checking	(57,107.72)	754,543.38
1080-0000-112200 Accounts Receivable	3,128.00	22,827.71
1080-0000-112201 Allowance for Doubtful Accounts	(312.80)	(2,282.77)
1080-0000-112220 A/R Repayment Agreement	(17.00)	46.00
1080-0000-112500 Accounts Receivable HUD	-	-
1080-2010-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	-
1080-0000-114500 Accrued Interest Receivable	-	128.21
1080-5005-115700 Intercompany	11,508.17	(11,187.00)
1080-0000-116201 Investments Savings	-	72,334.85
1080-0000-121100 Prepaid Insurance	77,744.76	79,112.34
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	34,943.41	4,772,567.89
LIABILITIES		
1080-0000-200000 OPEB Liability	-	26,390.00
1080-0000-200300 Pension Liability	-	(62,607.00)
1080-0000-210000 Construction Costs Payable	-	-
1080-0000-211100 Accounts Payable	-	-
1080-0000-211343 Accounts Payable Misc	(7,921.33)	13,701.00
1080-0000-211400 Tenant Security Deposits	50.00	39,527.00
1080-0000-211999 Tenant Refunds	3,298.00	15,819.88
1080-0000-212000 Accrued Payroll	-	7,179.25
1080-0000-213400 Utility Accrual	-	13,941.00
1080-0000-213500 Accrued Comp Absences - Curr	-	772.69
1080-0000-213700 Payment in Lieu of Taxes	130.82	6,034.54
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	(4,442.51)	125,606.93
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	39,385.92	(1,251,303.45)
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	-	1,794,330.03
TOTAL EQUITY	39,385.92	4,646,960.96
TOTAL LIABILITIES & EQUITY	34,943.41	4,772,567.89

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

	Period Amount	Balance
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	1,777.00
1090-0000-111111 Chase Checking	(65,972.12)	452,134.22
1090-0000-112000 Accounts Receivable - Operations	-	33,093.00
1090-0000-112200 Accounts Receivable	1,456.50	4,569.87
1090-0000-112201 Allowance for Doubtful Accounts	(161.82)	(3,782.46)
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	26.94	(3,009.30)
1090-0000-116201 Investments Savings	-	72,334.85
1090-0000-121100 Prepaid Insurance	4,134.26	4,294.32
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	-	(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	(60,516.24)	751,051.50
LIABILITIES		
1090-0000-200000 OPEB Liability	-	16,304.00
1090-0000-200300 Pension Liability	-	(62,607.00)
1090-0000-210000 Construction Costs Payable	-	-
1090-0000-211100 Accounts Payable	-	-
1090-0000-211343 Accounts Payable Misc	(429.44)	1,477.00
1090-0000-211400 Tenant Security Deposits	-	1,777.00
1090-0000-211999 Tenant Refunds	(584.00)	2,170.00
1090-0000-212000 Accrued Payroll	-	12,098.57
1090-0000-213400 Utility Accrual	-	160.00
1090-0000-213500 Accrued Comp Absences - Curr	-	2,860.96
1090-0000-213700 Payment in Lieu of Taxes	537.96	2,451.70
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	(475.48)	32,887.28
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	(60,040.76)	(6,411,916.36)
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	-	4,008,258.14
TOTAL EQUITY	(60,040.76)	718,164.22
TOTAL LIABILITES & EQUITY	(60,516.24)	751,051.50

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	(100.00)	66,944.64
5005-0000-111111 Chase Checking	274,610.24	1,556,942.27
5005-0000-112500 Accounts Receivable HUD	17,362.49	574,969.52
5005-0000-112954 Accounts Receivables-Misc	(416,862.81)	(502,170.08)
5005-1010-115700 Intercompany	41,064.02	54,135.93
5005-1020-115700 Intercompany	48,893.50	87,788.31
5005-1080-115700 Intercompany	(11,508.17)	11,187.00
5005-1090-115700 Intercompany	(26.94)	3,009.30
5005-4001-115700 Intercompany	(8,485.92)	871,365.22
5005-8001-115700 Intercompany	62,023.30	63,180.94
5005-8002-115700 Intercompany	28,106.51	24,880.38
5005-8005-115700 Intercompany	131.98	(2,322.01)
5005-8010-115700 Intercompany	1.16	4,674.17
5005-8020-115700 Intercompany	(2,122.00)	(8,488.00)
5005-8021-115700 Intercompany	(12,959.00)	62,207.00
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	4,611.73	7,023.31
5005-0000-121200 Prepaid - Other	-	9,702.00
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	<u><u>24,740.09</u></u>	<u><u>3,637,719.42</u></u>
LIABILITIES		
5005-0000-200000 OPEB Liability	-	15,449.00
5005-0000-200300 Pension Liability	-	163,066.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	-	-
5005-0000-211343 Accounts Payable Misc	(387.83)	41,198.00
5005-0000-211703 Union Dues Payable	(216.00)	(648.00)
5005-0000-211704 Health Insurance WH	-	-
5005-0000-212000 Accrued Payroll	-	6,703.04
5005-0000-213400 Utility Accrual	-	1,202.00
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	-	3,390.00
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	<u><u>(603.83)</u></u>	<u><u>276,449.66</u></u>
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	25,343.92	3,004,433.14
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	<u><u>25,343.92</u></u>	<u><u>3,361,269.76</u></u>
TOTAL LIABILITIES & EQUITY	<u><u>24,740.09</u></u>	<u><u>3,637,719.42</u></u>

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

	Period Amount	Balance
ASSETS		
8001-0000-111111 Chase Checking	36,138.09	1,045,989.45
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	13,514.33	397,823.65
8002-0000-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	3,177.15
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	(62,023.30)	(63,180.94)
8002-5005-115700 Intercompany	(28,106.51)	(24,880.38)
8001-0000-121100 Prepaid Insurance	27,263.39	27,263.39
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	(13,214.00)	1,491,752.65
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	-	-
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	-	-
8001-0000-211343 Accounts Payable Misc	(2,726.44)	8,678.00
8001-2010-211998 Deferred Income	-	-
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	(2,726.44)	431,550.08
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	4,104.62	1,002,325.21
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	(14,592.18)	66,397,874.06
8002-8002-282000 Income and Expense Clearing	-	(66,634,287.79)
TOTAL EQUITY	(10,487.56)	1,060,202.57
TOTAL LIABILITES & EQUITY	(13,214.00)	1,491,752.65

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 3,966,296	\$ 4,207,576	\$ (241,280)	\$ 4,114,250	\$ 12,646,676	\$ 8,439,100
Other Revenue	572	-	572	34	-	-
Fraud Recovery and Other	12,755	2,200	10,555	3,884	6,600	4,400
Total Operating Revenue	<u>\$ 3,979,623</u>	<u>\$ 4,209,776</u>	<u>\$ (230,153)</u>	<u>\$ 4,118,168</u>	<u>\$ 12,653,276</u>	<u>\$ 8,443,500</u>
Administrative Salaries	\$ 146,262	\$ 153,475	\$ (7,213)	\$ 104,314	\$ 441,982	\$ 288,507
Auditing Fees	-	-	-	-	28,875	28,875
Management Fees	66,712	69,515	(2,803)	67,027	213,335	143,820
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	45,412	40,924	4,488	29,823	117,628	76,704
Office Expenses	79,988	74,210	5,778	61,466	155,742	81,532
Legal Expense	-	-	-	-	-	-
Travel	1,208	-	1,208	-	-	-
Other	158	20,000	(19,842)	-	60,000	40,000
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	89	250	(161)	369	1,000	750
Ordinary Maintenance and Operations - Materials	-	-	-	-	-	-
Ordinary Maintenance and Operations - Contractors	18,383	-	18,383	16,320	-	-
Protective services - Other Contract Costs	-	-	-	269	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	8,417	6,930	1,487	6,278	21,450	14,520
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	4,400	-	-	-	-
Other General Expenses	25,030	8,595	16,435	6,948	24,818	16,223
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	3,727,506	3,860,000	(132,494)	3,814,989	11,580,000	7,720,000
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 4,119,164</u>	<u>\$ 4,238,299</u>	<u>\$ (114,735)</u>	<u>\$ 4,107,802</u>	<u>\$ 12,644,830</u>	<u>\$ 8,406,531</u>
Net Income (Loss)	<u>\$ (139,541)</u>	<u>\$ (28,523)</u>	<u>\$ (115,418)</u>	<u>\$ 10,366</u>	<u>\$ 8,446</u>	<u>\$ 36,969</u>

November 22, 2021

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

October 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 seventeen (17) vouchers in the month of October.

Two (2) VASH orientations virtually were held for the month of October 2021, and three (3) vouchers were issued with the assistance of community partners.

Waiting List:

Emergency Housing Vouchers: 30 of the 32 Emergency Housing Vouchers have been issued and are out searching for housing. 50 regular HCV applications mailed out are pending return, 57 households are out searching for units, 18 applicants are pending documentation or final approval, 3 applicants are pending a hearing, 6 units approved and pending inspection and 12 pending lease-up.

Department Initiatives:

In the HCV Program there are currently 1,707 vouchers housed in all its programs. 39 participants are with the Shelter Plus Care Program (S+C), 66 are housed under the Permanent Supportive Housing Program (PSH), and 136 are housed under the HUD Veterans Affairs Supportive Housing (VASH) 25 at Waverly Place, and 1,441 are housed under the Housing Choice Voucher Program.

Voucher Utilization

September Voucher Program Total Units	1,863
September Traditional HCV Utilization	1580
September % Utilized Units	85%

October Voucher Program Total Units	1,863
October Traditional HCV Utilization	1578
October % Utilized Units	85%

Voucher Disbursement

HUD September HAP Disbursement	\$990,293
LHC September HAP/UAP Disbursement	\$872,131
% Voucher Funding Utilization	88%

HUD October HAP Disbursement	\$990,293
LHC October HAP/UAP Disbursement	\$873,932
% Voucher Funding Utilization	89%
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 0 file audits with a requirement of 26 to be reviewed for scoring purposes. Therefore, LHC will self-score 20 points out of 20 for the fiscal year ending June 2021.

Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 12/01/2021. 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 thirteen (13) 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-five (45) 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 October 31, 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, 16 slots/households or (43%) 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 40% 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 10/31/2021.



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

November 22, 2021

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

October 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 90% (not including the modernization units) at the end of October. LHC Unit Months Leased (UML) was 625 (with units in MOD) or 90% occupancy rate. LHC maintained a 90% occupancy level, which does not meet the 96% recovery plan occupancy goal.

Public Housing (PH) Scattered Sites occupancy was 97% at the end of October. There were one (1) household moved in, one (1) resident moved out, and zero (0) unit transfers. The total units occupied was 296 which equals 97%. At the end of October, PH scattered sites had a total of 68 open work orders.

Hildebrandt Park occupancy was 89% at the end of October. There were zero (0) households moved in, two (2) residents moved out, and zero (0) unit transfers. The total units occupied was 89 which equals 89%. At the end of October, Hildebrandt had a total of 47 open work orders.

LaRoy Froh occupancy was 92% at the end of October. 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 October, LaRoy Froh had a total of 54 open work orders.

Capitol City Senior occupancy was 77% at the end of October. There were zero (0) household moved in, two (2) residents moved out, and zero (0) unit transfer. The total units occupied was 144 which equals 77%. At the end of October, Capitol City Senior had a total of 13 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	296	97%	1	1	0	0
Hildebrandt	100	89	89%	0	2	0	0
LaRoy Froh	100	92	92%	0	0	0	0
Capitol City Senior	186	144	77%	0	2	0	0
Totals	692	621	90%	1	5	0	0

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
PH Scattered Sites	\$ NA	\$ NA	\$ NA	TBD
Hildebrandt	\$ 27,443	\$ 42,328.49	\$ 0	154%
LaRoy Froh	\$ 19,850	\$ 28,406	\$ 0	143%
Capitol City Senior	\$ 21,127	\$ 16,464	\$ 4,663	78%
Totals	\$ 68,420	\$ 87,198.49	\$ 4,663	127%

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	116	10-27-21	\$1200	Carpentry work being assigned for completion
5603 Picardy	3	6-30-21	116	10-27-21	\$450	Carpentry work being assigned for completion
5840 Pheasant	3	7-1-21	116	10-22-21	TBD	Carpentry work being assigned for completion
4343 Glenburne	2	3-12-21	216	10-27-21	\$1250	Applicant assigned
4151 Glenburne	2	9-16-20	361	9-9-21	\$1275	Processing/pulling applications
2165 Forest	2	3-2-21	282	10-22-21	\$1800	Carpentry work being assigned for completion
124 Howe	4	6-23-21	121	9-15-21	\$2250	Complete restoration required
1507 Robertson	3	2-10-21	276	9-11-21	\$1675	Move in scheduled for 9-22-21

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	250	TBD	TBD	Vacant for RAD
3220-C Turner	2	3-28-21	220	TBD	TBD	Vacant for RAD
3216-B Turner	2	4-25-21	200	TBD	TBD	Vacant for RAD
3202-A Turner	3	4-23-21	190	TBD	TBD	Vacant for RAD
3126-C Turner	5	3-28-21	220	TBD	TBD	Vacant for RAD
3126-A Turner	3	8-26-21	89	TBD	TBD	Vacant for RAD
3208-A Turner	2	8-30-21	75	TBD	TBD	Vacant for RAD
3124-D Turner	2	9-15-21	50	TBD	TBD	Vacant for RAD
3126-E Turner	3	9-30-21	48	TBD	TBD	Vacant for RAD
3212-A Turner	3	10-11-21	36			
3128-A Turner	3	10-15-21	33			

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	231			Completing Rehab
2212 Reo	3	10-22-20	403			
2440 Reo	3	11-19-20	365			
2508 Reo	3	2-10-21	261			
2220 Reo	3	4-30-21	184			
2520 Reo	2	4-30-21	184			
2224 Reo	5	4-28-21	187			
2448 Reo	4	4-25-21	188			

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	586	TBD	TBD	Vacant due to RAD
3200 S Washington 226	1	3-10-20	597	TBD	TBD	Vacant due to RAD
3200 S Washington 301	1	3-15-20	577	TBD	TBD	Vacant due to RAD
3200 S Washington 320	1	6-1-20	514	TBD	TBD	Vacant due to RAD
3200 S Washington 402	1	4-30-20	526	TBD	TBD	Vacant due to RAD
3200 S Washington 409	1	4-6-20	480	TBD	TBD	Vacant due to RAD
3200 S Washington 115	1	8-5-20	446	TBD	TBD	Vacant due to RAD
3200 S Washington 514	1	11-7-19	721	TBD	TBD	Vacant due to RAD
3200 S Washington 515	1	1-30-20	637	TBD	TBD	Vacant due to RAD
3200 S Washington 524	1	5-18-20	528	TBD	TBD	Vacant due to RAD
3200 S Washington 310	1	9-30-20	393	TBD	TBD	Vacant due to RAD
3200 S Washington 533	1	7-20-20	475	TBD	TBD	Vacant due to RAD
3200 S Washington 509	1	8-13-20	392	TBD	TBD	Vacant due to RAD
3200 S Washington 527	1	8-18-20	411	TBD	TBD	Vacant due to RAD
3200 S Washington 333	1	8-21-20	373	TBD	TBD	Vacant due to RAD
3200 S Washington 406	1	10-22-20	372	TBD	TBD	Vacant due to RAD
3200 S Washington 519	1	10-22-20	372	TBD	TBD	Vacant due to RAD
3200 S Washington 501	1	10-22-20	372	TBD	TBD	Vacant due to RAD

3200 S Washington 434	1	10-22-20	372	TBD	TBD	Vacant due to RAD
3200 S Washington 104	1	10-26-20	368	TBD	TBD	Vacant due to RAD
3200 S Washington 101	1	11-6-20	357	TBD	TBD	Vacant due to RAD
3200 S Washington 437	1	1-6-21	297	TBD	TBD	Vacant due to RAD
3200 S Washington 325	1	2-18-20	617	TBD	TBD	Vacant due to RAD
3200 S Washington 411	1	2-8-21	262	TBD	TBD	Vacant due to RAD
3200 S Washington 210	1	2-8-21	262	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	234	TBD	TBD	Vacant due to RAD
3200 S Washington 133	1	3-27-21	215	TBD	TBD	Vacant due to RAD
3200 S Washington 408	1	3-2-21	230	TBD	TBD	Vacant due to RAD
3200 S Washington 211	1	7-25-21	97	TBD	TBD	Vacant due to RAD
3200 S Washington 140	1	10-14-21	17			
3200 S Washington 208	1	10-31-21	0			



Lansing Housing Commission (LHC)

November Board Meeting

November 22, 2021

Agenda

1

Long Range Planning


2

Strategic Plan Update

3

Section 18 Deep Dive

Executing a long-range planning process will enable LHC to maintain its positive influence on the community and set the stage for future achievements

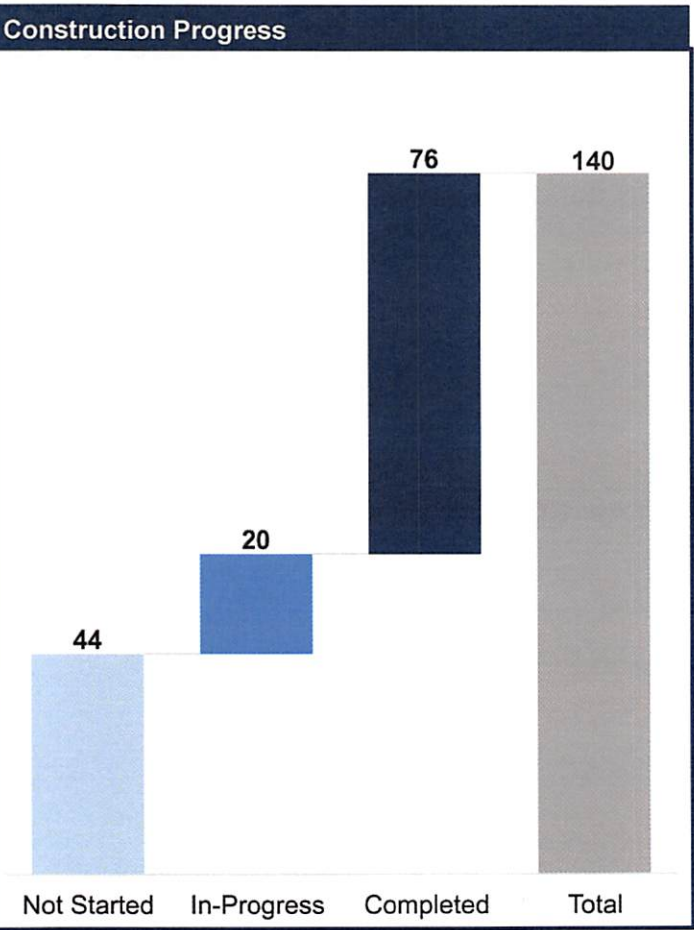
Long Range Planning Overview		Long Range Planning Schedule	
What is it?	<ul style="list-style-type: none"> • Process used to crystalize an organizations strategic plan • Identification of subprocess and tactics to implement plan • Understanding of the existing capabilities and capability gaps needed to implement plan 	Location	Think Space <ul style="list-style-type: none"> • 416 S Cedar St, Lansing, MI 48912 • Center focused on creative and amazing experience • Space to energize meetings and improve results 
	Outcomes <ul style="list-style-type: none"> • Strategic Plan • Processes to Implement • Capability and Resource Plan 		Day 1 Dec. 8 5pm – 9pm <ul style="list-style-type: none"> • Welcome and Overview • Meeting Expectations • Leadership and Governance Development Discussion • Dinner • Long Range Planning
			Day 2 Jan. 12 5pm – 9pm <ul style="list-style-type: none"> • Leadership and Governance Development Discussion • Dinner • Long Range Planning • Action Items and Wrap-up

Hildebrandt Park recently closed and will begin construction soon, and LaRoy Froh should close in Jan 2022 to complete RAD Phases 1 and 2

HUD Initiative	Site	Develop Strategy	Conduct RIN	Portfolio Award / CHAP	Submit LIHTC App.	Conduct GIN	Receive LIHTC Decision	Close Financing	Start Construction
RAD Phase 1	1 Waverly Place (4%)	✓	✓	✓	✓	✓	✓	✓	✓
	2 Capital City (9%)	✓	✓	✓	✓	✓	✓	✓	✓
RAD Phase 2	3 Hildebrandt (4%)	✓	✓	✓	✓	✓	✓	✓	Dec 2021
	4 LaRoy Froh (4%)	✓	✓	✓	✓	✓	✓	Jan 2022	Feb 2022

Highlight closing details next month

Waverly Place construction progress and highlights



Highlights	
Critical Dates	<ul style="list-style-type: none">• 08-15 50% Completion – Done• 02-11 100% Completion – Est. 3 month behind schedule• March-May 2022 Lease up
Ongoing Activities	<ul style="list-style-type: none">• All porches, patios, roofs and sidewalk replacement have been completed ahead of schedule to beat the winter conditions.• All parking lots and drives have been paved.• Continue to work with Security firm to get additional security cameras live.• Next set of resident moves start 11/30 and continue to 12/16.
Challenges	<ul style="list-style-type: none">• Making up the time lost• Oakwood Construction (GC) understanding what is expected at time of Owner/Architect punch.• Oakwood Const. completing tasks as promised.

Waverly Place

In-process Units



Buildings 1 & 2 Front Exterior

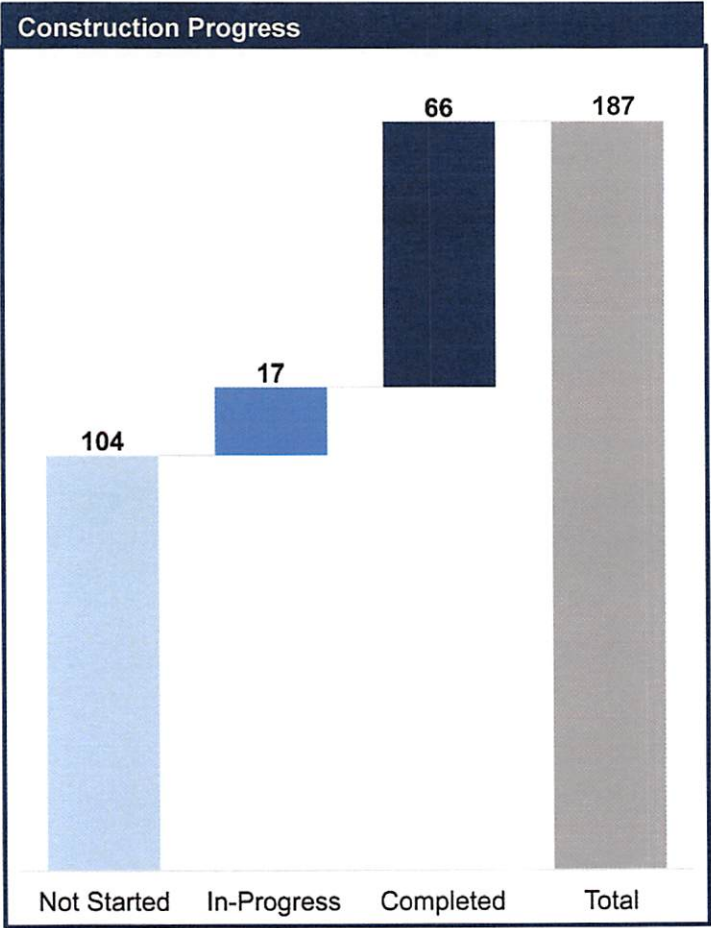
Buildings 1 and 2 in the forefront, 4 and 5 in the rear, all completed with new exteriors.

Building 7 Ranch Unit

Building 7, large one-bedroom units, includes 3 new barrier free units. One of two buildings of this type.



Capital City Apartments construction progress and highlights



Highlights	
Critical Dates	<ul style="list-style-type: none">December 2021 50% CompletionAugust 2022 100% CompletionDecember 2022 Lease up
Ongoing Activities	<ul style="list-style-type: none">Working with GC and Architect on weekly unit turns.Working in both efficiency and 1-bedroom units in north wing of building; only 1 unit remains in north wing for G Fisher to start in, waiting on site staff to clear unit.Moving water supply lines from underground to above ground for ease of future maintenance.Redesigning/engineering addition foundation.
Challenges	<ul style="list-style-type: none">Residents being prepared to move/responding to notices or showing up for their scheduled appointments

Capital City: 66 renovated units have been turned over to date.

Completed Units



Enlarged kitchens

Kitchens have been enlarged slightly to give residents more storage and prep space. Moveable islands are being added to all units.



The transition from public housing to Section 8 reached another milestone with the closing of Hildebrandt Park



HUD’s Section 18 program encourages the demolition or disposition of suboptimal or inefficient assets to improve housing in the community

HUD Initiative

Details

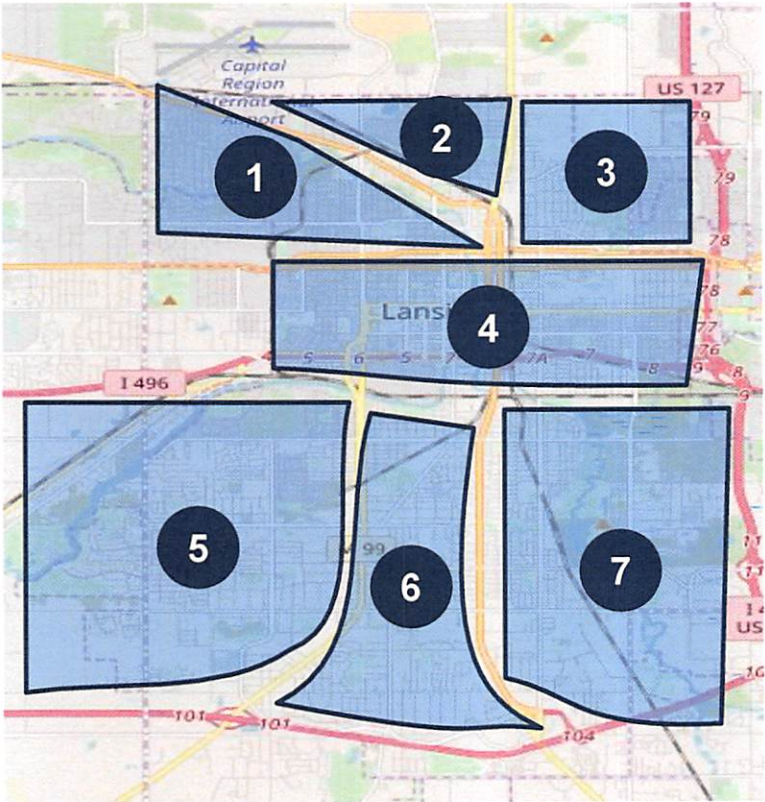
Benefits

Section 18
Disposition
(Non-contiguous
sites)

- Authorizes the demolition or disposition of public housing units meeting the program criteria
- Establishes opportunities to raise funds for capital improvements through demolition or disposition
- Determines qualifications based on physical condition and unsustainable operations to properly maintain
- Includes resident relocation rights and potential homeownership opportunities
- Replaces disposed asset with new HUD vouchers
- Outlines rules and regulations for future use of funds
- Requires environmental review, approved by responsible entity

- Capital influx to further support affordable housing in the area
- Redirect capital to higher value activities
- Elimination of ineffective segments of portfolio
- Reduction of city violations and resident complaints tied to LHC

The Section 18 RFP includes a total of 207 sites and 242 units

Region View		Region Summary			
		<u>Region #</u>	<u>Region Description</u>	<u># of Sites</u>	<u># of Units</u>
		1	Northwest	20	20
		2	North	16	16
		3	Northeast	8	10
		4	Central	48	52
		5	Southwest*	52	63
		6	South	51	69
		7	Southeast	12	12
		Total		207	242

The RFP to time of sale process which will include HUD final approval will continue throughout 2022

Activity

2020 -
2021

- Gather information about Section 18 and discuss options and requirements with HUD
- Work with City to align on program and ownership of houses
- Compile site detail and develop RFP

Oct
2021

- Distribute / post RFP

Nov
2021

- Answer all questions and clarifications from participants

Dec
2021

- Conduct site visits
- Receive RFP responses

Jan
2022

- Review of proposals, possible interviews, short list determination
- Invite short list best and final offers and clarifications due
- Select proposed buyers, start negotiating terms of LOI

Feb
2022

- Submit Section 18 application to HUD for approvals
- Begin executing purchase and sales contracts

2022

- Receive HUD Section 18 application approvals, begin closing
- Complete closing real estate transactions

There are multiple acquisition options for participants to consider

Acquisition Options

Fair Market Value with PBV

- Scattered site units to be sold at fair market value, LHC would provide new project-based voucher section 8 housing assistance payment contracts ("HAPC") to be effective at the time of closing

Fair Market Value without PBV

- Scattered Site units to be sold at fair market value, LHC would provide to each resident a tenant protection voucher ("TPV") to be effective at the time of closing

Below Fair Market Value with PBV or TPV

- Scattered Site units to be sold below fair market value, with the option to provide either benefits mentioned in above
- HUD will require a new affordable housing restrictive covenant, expected to be 30yr term, to be recorded at the time of transfer of ownership and closing

Fair Market Value without PBV or TPV

- Scattered Site units to be sold at fair market value, without a HAPC or TPVs as mentioned in 1 and 2 above
- Requires LHC to relocate existing residents into other affordable housing options

LHC will consider multiple factors when evaluating the good fit community buyers / partners for the sale of the scattered sites

Buyer / Partner Factors	Interested Parties
Future Use	<div> CAPITAL AREA HOUSING PARTNERSHIP</div> <div> COMMUNITIESFIRST, INC. <i>Empowering People. Building Communities.</i></div>
Reputation	<div> GINOSKO DEVELOPMENT COMPANY</div>
Financial Strength	<div> Habitat for Humanity®</div> <div> MRX</div>
HUD Experience	<div> REDWOOD HOUSING</div>
Price	<div> RELATED</div> <div> wellspring LUTHERAN SERVICES</div>
Terms and Conditions	

STRIKEOUT BASEBALL



*Creating a Field
Full of Dreams*



OUR MISSION

MISSION STATEMENT:

To breathe life into the next generation of baseball players through a safe, inclusive and accessible local concept that will foster a love of baseball while instilling sportsmanship, teamwork, discipline and integrity.



WHAT IS STRIKEOUT BASEBALL

Strikeout Baseball is a conceptual baseball facility that allows players to pitch, hit and field in a miniature stadium environment. Games can be played with 2 up to 10 players.



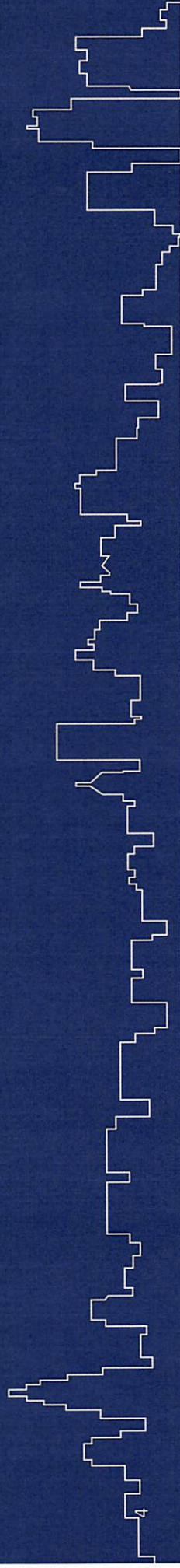
THE IMPORTANCE GROWING OUR NATIONAL PASTIME

In recent years, baseball has had a declining interest at the municipal and travel levels. With the rising costs to play organized baseball, many of our youth are forced out or simply do not have the skillset that these levels demand.

The growing popularity of computers and video games, have played a significant role in the declining number of kids playing baseball. We believe that **Strikeout Baseball** becomes a venue to spark an interest in future generations of aspiring ball players.

Imagine the power of young people playing on a field full of dreams, while growing our...

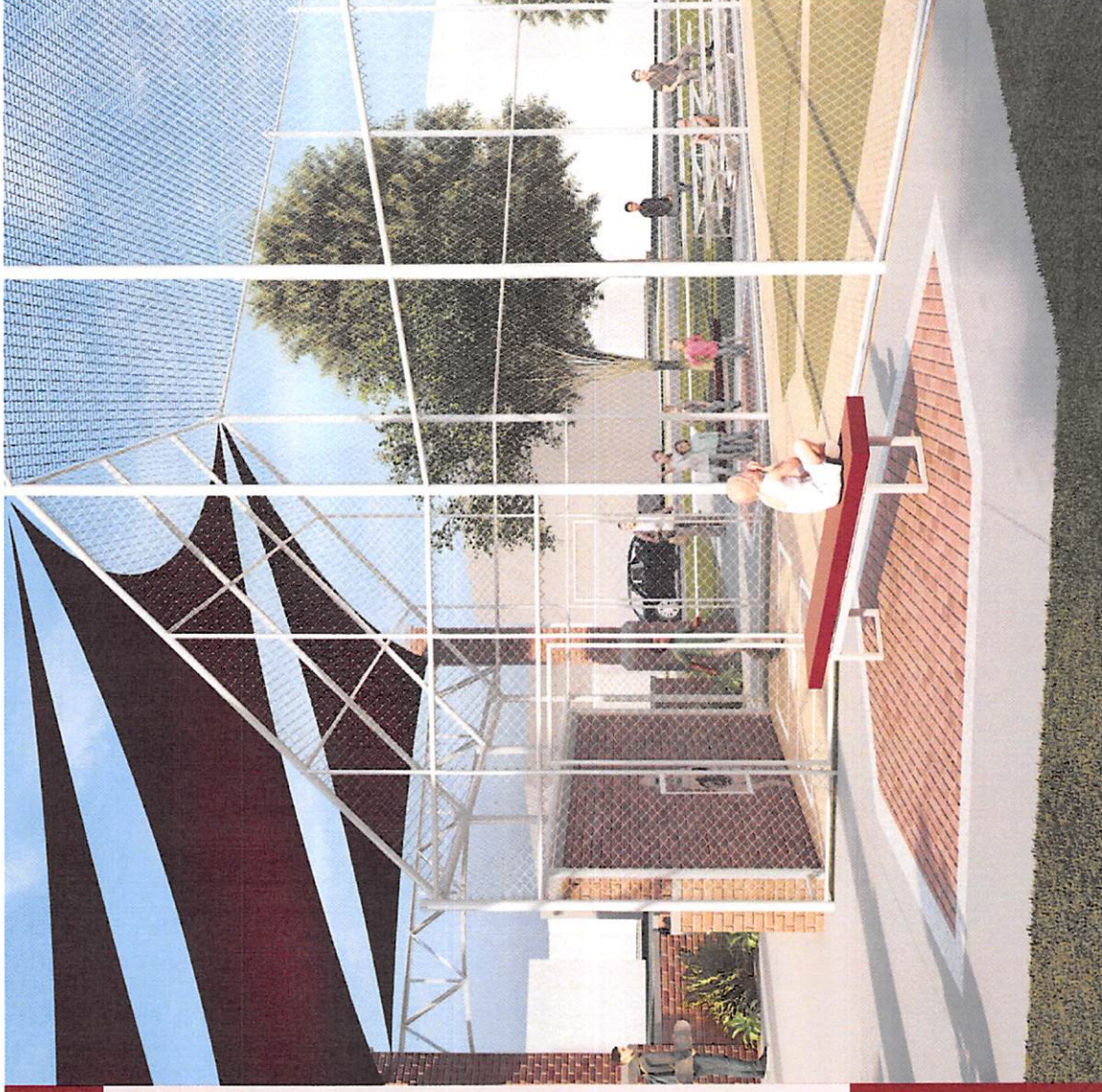
National Pastime!



COMMUNITY SUPPORT

With full support from the City of Lansing, **Strikeout Baseball** has been allocated the property for development at Ferris Park.

The Lansing Parks and Recreation Department has agreed to maintain the structure once built as part of the existing park system in Lansing.



Support from City of Lansing



Dear Mr. Lazaros:

Thank you for your follow-up regarding the proposed Strikeout Baseball Project at Ferris Park. I appreciate your enthusiasm for this project and do believe it would be an asset to the community. We previously explored this idea with the neighborhood, and they had voiced support for the project, especially after seeing the positive impact Beacon Field has had. We see this as another great opportunity to offer a unique facility to engage youth and adults in outdoor recreational activities.

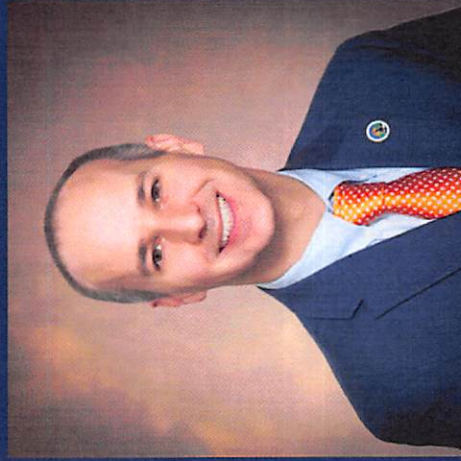
The City of Lansing and Lansing Parks Department is in full support of your efforts and grants permission for the use of Ferris Park. We also support your efforts to seek additional resources and initiate fundraising to underwrite the cost of the project.

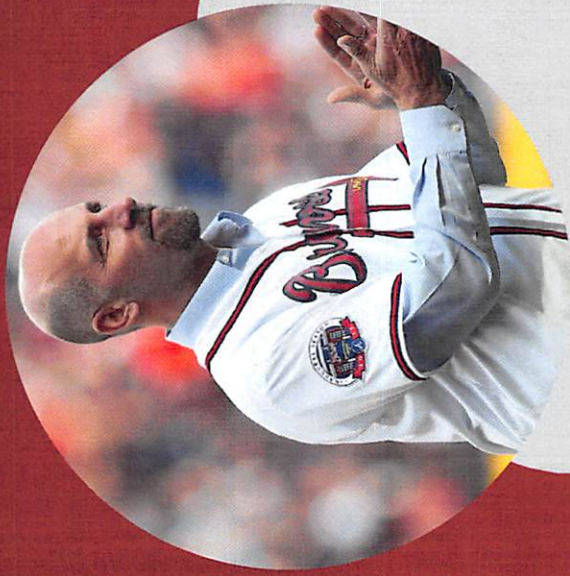
The city is fiscally obligated to the citizens of Lansing to use Parks millage funds to support the current infrastructure and support existing programs. As a result, we currently lack the funding to invest in this project, but we will be happy to provide letters of support for any grants or other financial support you may seek.

Again, I appreciate your enthusiasm and look forward to hearing back from you on your progress on funding this project.

Sincerely,

Andy Schor
Mayor of Lansing





“I think Strikeout Baseball is something that will reinvigorate young people’s interest in this great game of baseball”.

John Smoltz, MLB Hall of Famer

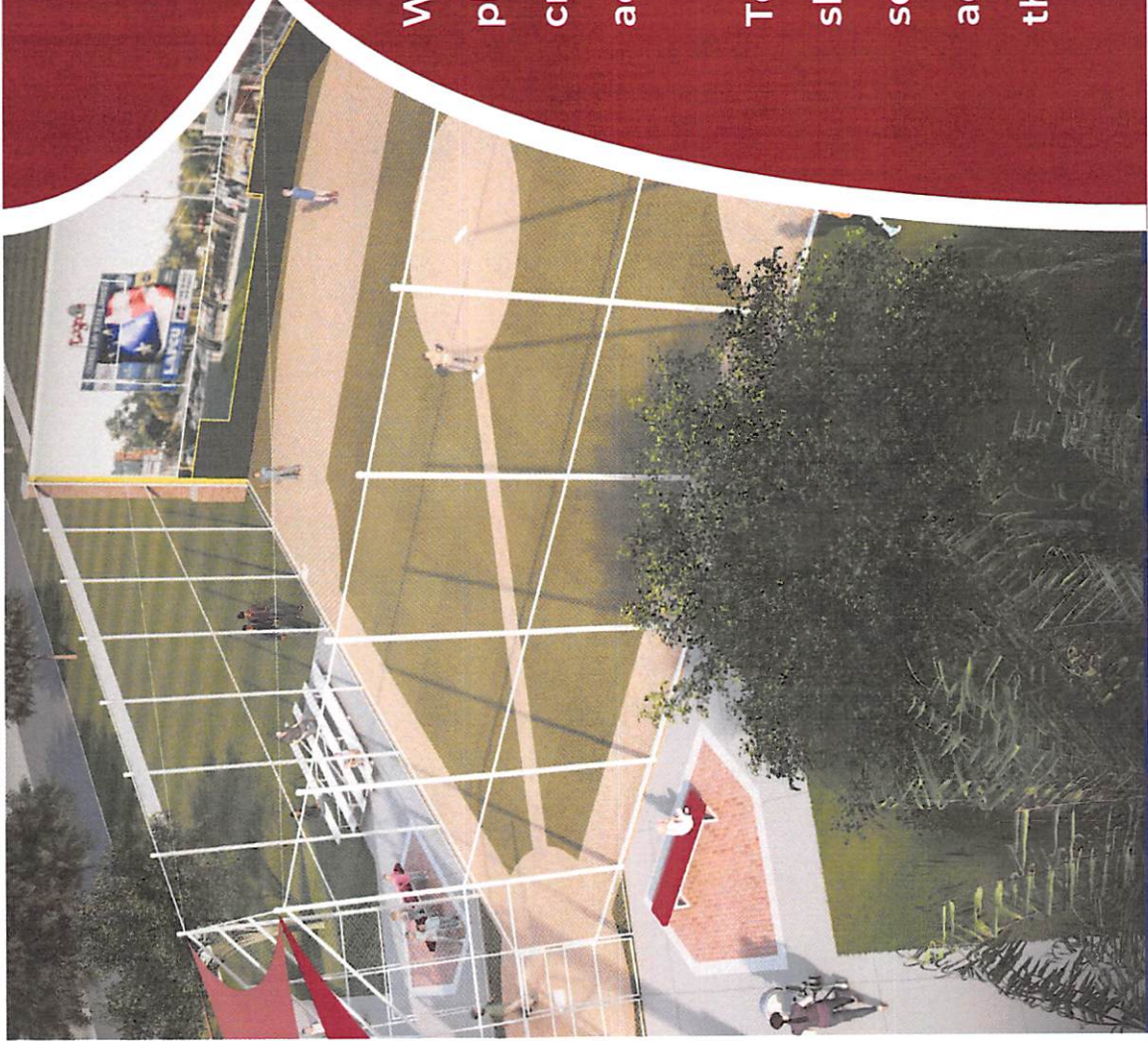




A 501c3 Charitable Contribution

We are excited to discuss and gain the interest of some of the area's most distinguished and recognizable companies that support many of our great community causes.

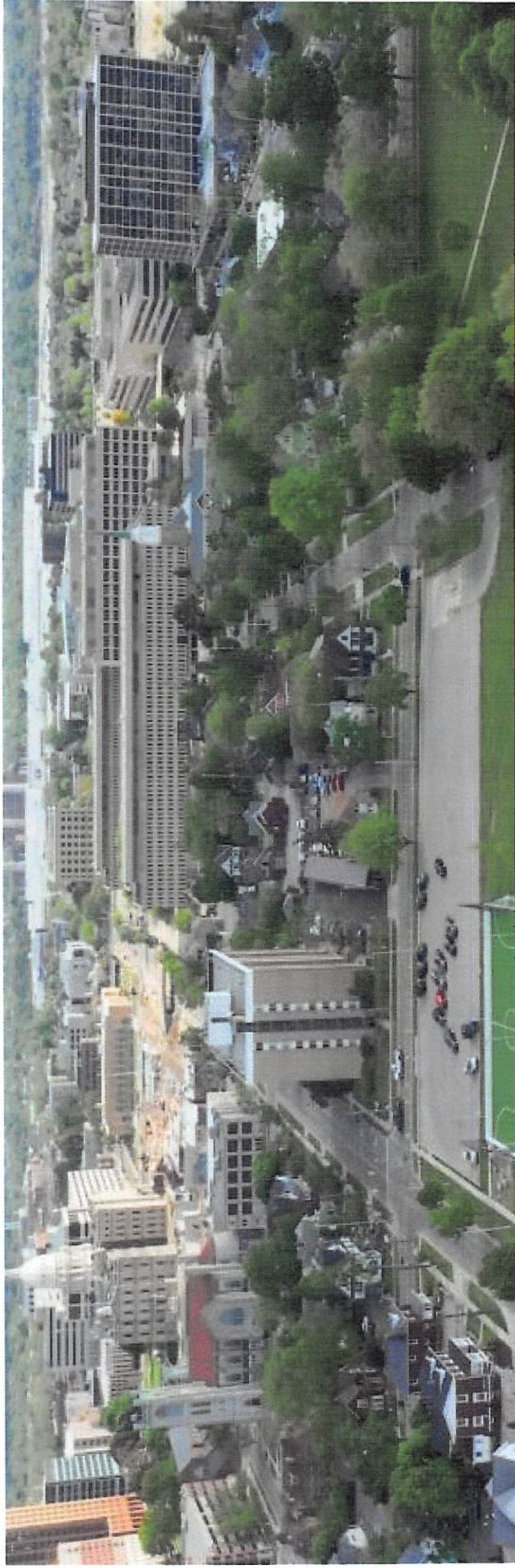




BENEFITS OF STRIKEOUT BASEBALL

With less than 20% of boys and girls involved in playing baseball or softball, **Strikeout Baseball** creates an opportunity to get our local youth active in the game.

Team sports give youth the experiences and skills needed as an adult. Other sports like soccer and lacrosse have become more accessible and therefore more youth have found these opportunities.



LOCATION

Strikeout Baseball is the first of its kind stadium and will be built in the shadow of Michigan's Capital building. Located in the heart of downtown Lansing, **Strikeout Baseball** takes the concept and venue right to the kids and neighborhoods that need it most.

**The power of a child's dream can never be overstated.
Let the games begin and the dreams never end!**





INFLUENTIAL SUPPORT

- With the involvement and support of Lansing's own MLB Hall of Famer John Smoltz, we will be honoring his roots in Lansing as well as his accomplishments in the major leagues. (QR Code). It is his vision and understanding of what **Strikeout Baseball** can become that has brought energy and promise to the City of Lansing!
- Another ex MLB'er Mickey Lolich, also played **Strikeout Baseball** as a kid growing up in Oregon. Mr. Lolich makes a statement acknowledging the value of playing this game: "I tell a lot of people this is the game I credit for becoming and MLB player".
- In sharing the vision of **Strikeout Baseball**, here is some feedback from another true visionary and prominent figure: "I do think you have a very interesting concept and perhaps there will be a right place and a right time to make it a reality. Baseball needs people who truly love the game and I encourage you to never give up on your dreams".
-Mike Iltch, Founder of Little Caesars.



DONATE NOW...and let the DREAMS BEGIN!

Let your contribution assure that the dreams of Lansing's youth are alive and well.

All donations can be made to the Strikeout Baseball 501c3 Foundation.

THE IMPACT OF STRIKEOUT BASEBALL

We believe that **Strikeout Baseball** will become a new way for kids to get involved with baseball at an early age.

The excitement **Strikeout Baseball** brings to kids and neighborhoods will become contagious in helping to keep our younger generation active while developing the love for an amazing game we call Baseball!





CONTACT:

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