

Agenda

Lansing Housing Commission

March 23, 2022

1. Call to Order
  - a. Roll Call
  - b. Approval of Minutes of February 23, 2022
2. Action Items:
  - a. Resolution 1334 – approval of contract amount between LHC and Habitat for Humanity Capital Region.
  - b. Resolution 1334 – approval of Collective Bargaining Agreement Between LHC and LHC Employees' Chapter of Local 1390.11.
3. Informational Items:
  - a. Finance Report February 2022 Steven Raiche
  - b. Housing Choice Voucher February 2022 Jennifer Burnette
  - c. Asset Management Report February 2022
    - LaRoy Froh & Scattered Sites Marcus Hardy
4. Discussion Items:
  - a. Section 18 Update
  - b. RAD Construction Update
5. Other Items:
6. Executive Director's Comments.
7. President's Comments



8. Public Comment – limit 3 minutes per person.
9. Adjournment.



## Minutes of February 23, 2022

Commissioner Henry called the meeting to order at 5:36 p.m. Mr. Fleming, called the roll.

**PRESENT AT ROLL CALL:** Commissioners Emma Henry, Don Sober, Loria Hall, Heather Taylor joined at 6:12 pm, Ashlee Barker

### STAFF:

Douglas Fleming

Marcus Hardy

Kim Shirey

Jennifer Burnette

Steven Raiche – Contractor

### Guests:

None

Commissioner Barker moved and Commissioner Hall seconded a motion to approve the minutes of the January 26, 2022, commission meeting. **The Motion was approved by all members present.**

### Action Items:

### Informational Items:

#### Finance Report January 2022

Steven Raiche

- Steve and Emma met to discuss how the financial information will continue to change as a result of the RAD transactions.
- Annual budget is completed around April – May for the Fiscal year of July 1, 2022 – June 30, 2023.
- Summary report now reflects a summary of all amps consolidated into one. Going forward you will begin to see this consolidated amp column not have as significant of an impact on our overall operations.
- COCC and HCV activity will remain the same on the finance report and we will see periodic changes in the Business Activities column.



- This month and next month will still include LaRoy Froh until this property closes in March.

## Housing Choice Voucher January 2022

Jennifer Burnette

Jennifer Burnette provided a brief overview of the January 2022 HCV Reports.

- LHC issued thirteen (13) vouchers in the month of January. We had three (3) VASH orientations virtually were held for the month of January 2022 three (3) vouchers were issued with the assistance of community partners.
- Emergency Housing Vouchers: 15 of the 32 Emergency Housing Vouchers have been leased up and are housed, 5 are pending calculation or inspection. We have 13 that are issued and are out searching for housing.
- 200 regular HCV Applications mailed out in January are pending return, 38 households are out searching for units, 77 applicants are pending documentation or final approval, 0 applicants are pending a hearing, 8 units approved and pending inspections, and 14 pending leased up.
- Commissioner Henry asked for clarification on our utilization and disbursement as to whether this is where we are aiming to be. Kim Shirey explained that LHC much like other PHA's nationwide is experiencing pandemic-related housing shortages and market increases as a result of the pandemic that is making it difficult for participants to get qualified for units that are available. HUD is stating that they believe we can house 214 additional voucher holders, we dispute this based on the funds we receive as they prefer to see us in the 90-95% utilization but based on the current HAP being paid out and the increase we were approved for in payment standards we do not feel we can add that many additional voucher holders and still be within the budget disbursement. As a team, we have been brainstorming regarding this. A large part of the issue is that even though our waiting list is only from August we are still only getting a 45-50% response rate. We have dedicated a staff member to process the waitlist and hopefully move through this current list as quickly as possible so that we can re-open with a fresh list. We are also considering incentives to landlords and participants to increase our numbers on a quicker basis. Also, working on a team to develop Landlord Orientation and recruitment to expand our landlord database, Jennifer is in contact with other PHA's that are finding some solutions to this underutilization.





## Asset Management Report – January 2022

### LaRoy Froh (LRF) & Public Housing (PH) Scattered Sites – Marcus Hardy

- **LRF** had an occupancy rate of 89% at the end of January. There was zero (0) move-in, zero (0) move-outs and zero (0) transfer.

There are 12 vacant units as they prepare for RAD those units will not be filled. There are 95 open work orders.

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

There are 9 vacancies. There are 115 open work orders. The majority of those are City Inspection items that are getting ready to be closed.

### Discussion Items:

- Section 18 Update – See attached
  - Encourages the demolition/disposition of inefficient assets to improve housing in the community.
  - The benefits of Section 18 are that it will give us capital influx to further support affordable housing. Any money generated from these sales goes back into affordable housing. This can be re-directed to a higher use in better units and different/better areas that will benefit the community in a positive way.
  - The ineffectiveness of these units as they exist currently is that HUD does not provide enough capital money to maintain those units.
  - The Section 18 RFP included 207 sites/ 242 units (some of these are duplexes) which are spread out across the Lansing area.
  - In terms of the time of the sale process, we are currently in the approval process and the beginning of the selection of a proposed buyer. We will then be going back to HUD to begin the secondary process and get approval.
  - RFP reached hundreds of organizations and we received one compelling bid from SK Investments Group. Founded in 2009, based in Sunrise, FL, 15 active investments in 3 states.



- Their intent is to leverage the project-based voucher through LHC, this would minimize impacts on residents.
- Preliminary terms of the deal are good for residents and the community, as well as fair market value transactions for LHC. Residents expected to stay in existing homes with vouchers, assuming good standing. SK Investment Group is committed to keeping homes affordable for the next 20 years. They also intend to work with resident services. They have inquired about LHC serving as management agent which is being considered. The price is between \$16M - \$18M and will be a fair market transaction. Final number will be dependent on the total number of units in the transactions. After soft costs we anticipate a net cash gain of \$14M - \$16.5M.
- The plan moving forward is to finalize the environmental assessment working with the City of Lansing to sign off as the responsible entity. Submit draft Section 18 application to HUD. Negotiate terms with SK Investment and enter into a letter of intent and conduct resident qualification assessments.
- After transfer of Public Housing units to Section 8 and the sale of the scattered sites we will be down to 55 units of Public Housing that do not qualify for Section 18.

#### **Other Items:**

#### **Executive Director's Comments:**

#### **Activities**

#### **Capital Projects**

- Scattered site RFP – scoring is out. Working with Habitat on the sale of some of the homes. We have identified 20 (5% of total RAD unit transactions) units that we will be pulled out of public housing, and we are working with low-income individuals in the area that have gone through a homeownership program. There are currently 8 that are buyer ready through the Habitat program and we have 11 or 12 homes to choose from for those 8 families that are home buyer ready. These houses that will go through the De Minimis process will be brought up to a standard that the homes will have the necessary updates needed so that they can succeed as a homeowner. The remaining homes will be available to groups that want to do a similar type of sale. LHC will be making a significant investment in these homes to bring them up to date which will come out of





the capital fund. These homes do not currently have any debt, therefore once the home is sold, we will be recouping those costs.

#### RAD Activities

- LaRoy Froh will be closing on March 18, 2022
  - MSHDA is waiting for board approval to move forward. The board meeting takes place on March 23, 2022. With this closing will be the receipt of some developer fees that you will see in the business administration column of the financial reports in April.

#### Other Activities

- Holy Cross grants - update
  - Kim and Jennifer have been working with these grants. LHC has experienced some frustration with the financial status of these grants as The City of Lansing still has not provided any numbers on the status of these grants despite managing them for over 60 days. This information was requested in December when we took over the management of the grants. To date they have not provided a date that they will provide us with the financials.
- LHC administrative offices will be having a luncheon on March 1, 2022, to welcome staff back.

#### Development Activities

##### Oliver Gardens – October submission

- Trying to get approval for a 9% / 4% tax credit deal. This will add 30 additional units at 9% application and renovate the remaining at 4%.

##### Forest/Hoyt – Under Review

- LHC has begun conversations with CCA who our current development partner is to do similar applications with Forest/Hoyt.

**Other Items:** none

**President's Comments:**

**Public Comment:** limit 3 minutes per person

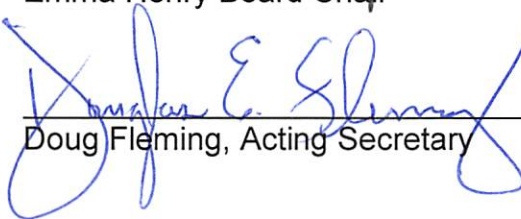
**Other Business:** none



**Adjournment:** The meeting was adjourned at 6:19 p.m.

  
\_\_\_\_\_  
Emma Henry Board Chair

Date 3/23/22

  
\_\_\_\_\_  
Doug Fleming, Acting Secretary

Date 3/23/22







**Lansing Housing Commission (LHC)**

**December Board Meeting**

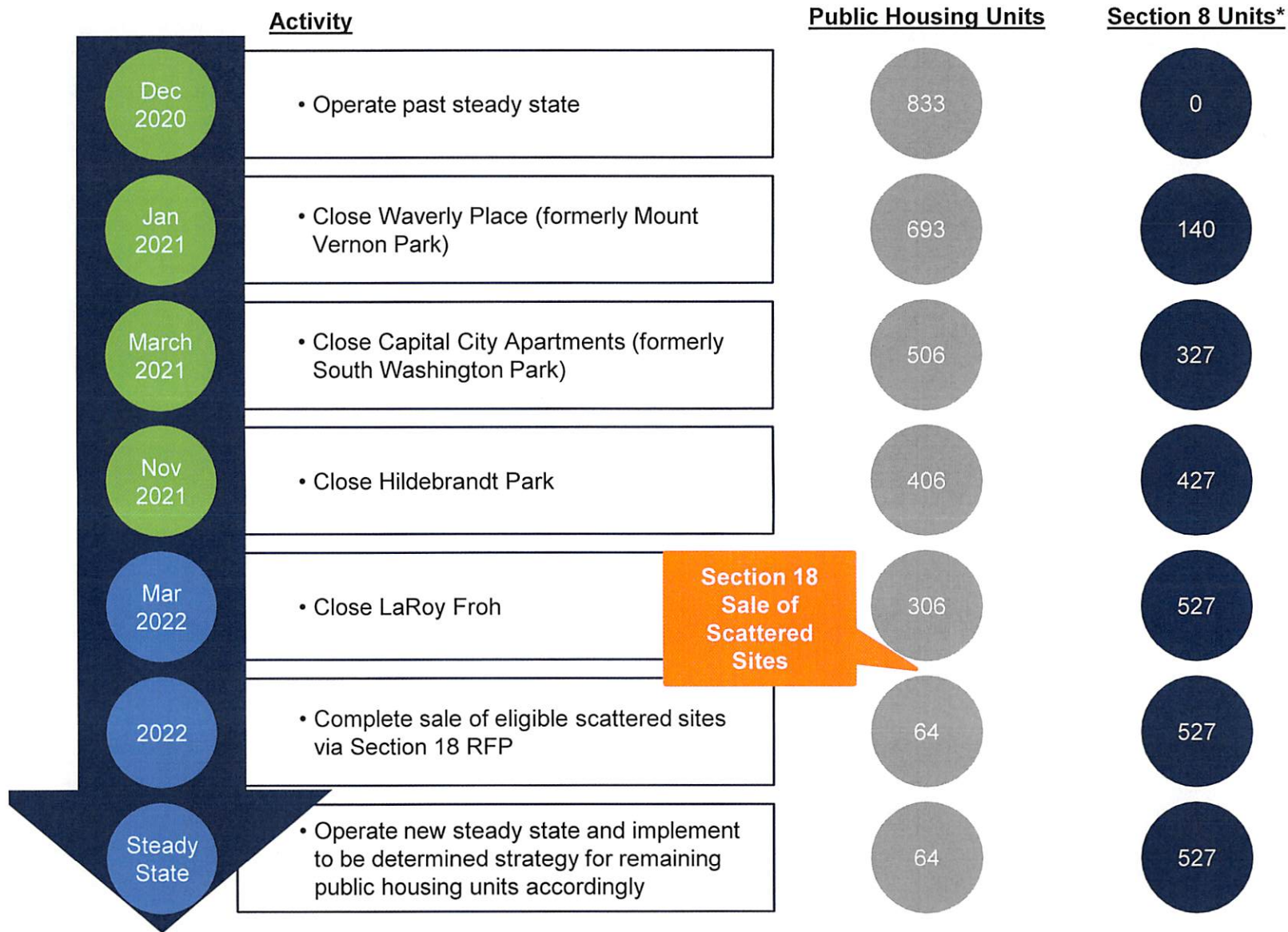
**February 23, 2022**

# Agenda

1

Section 18 Update

# 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

Section 18  
Disposition  
(Non-contiguous  
sites)

## Details

- 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

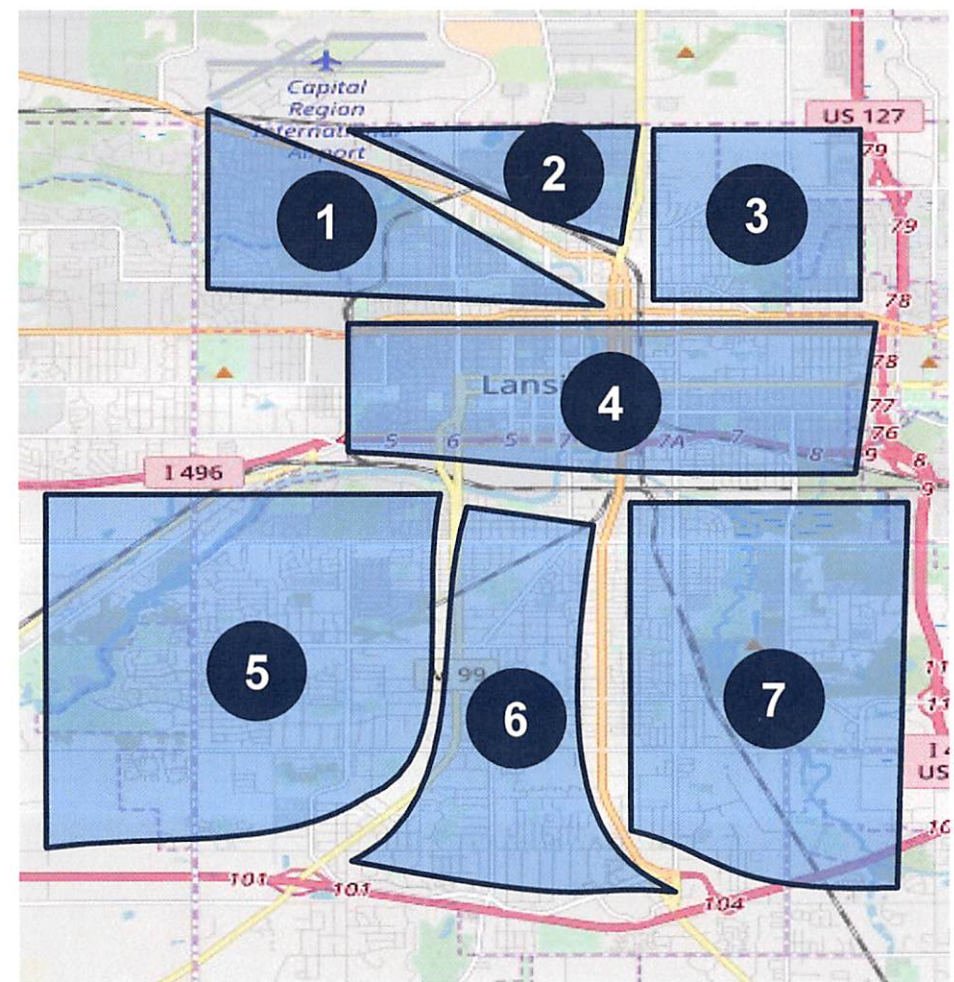
## Benefits

- 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

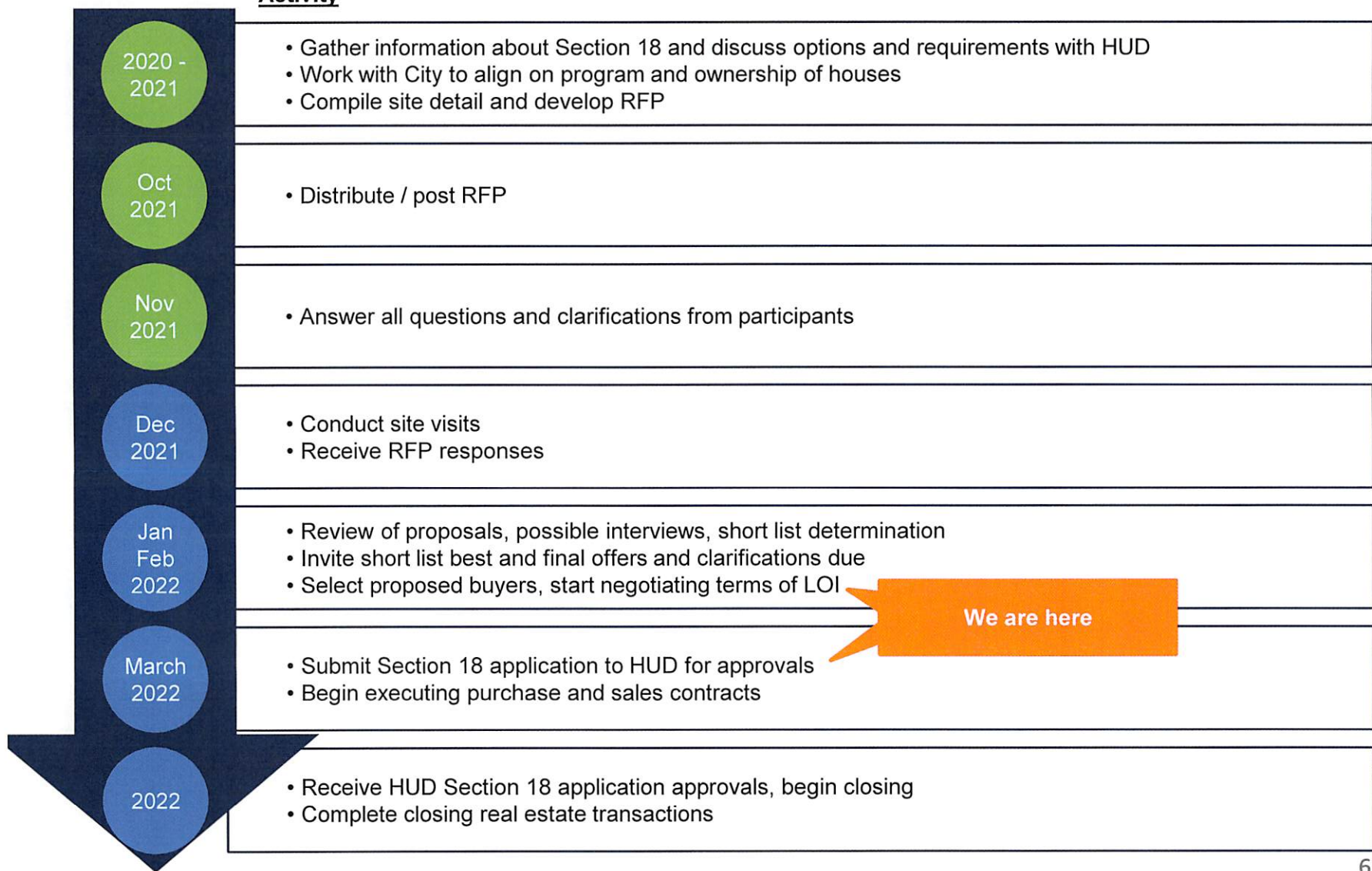


Region Summary

<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

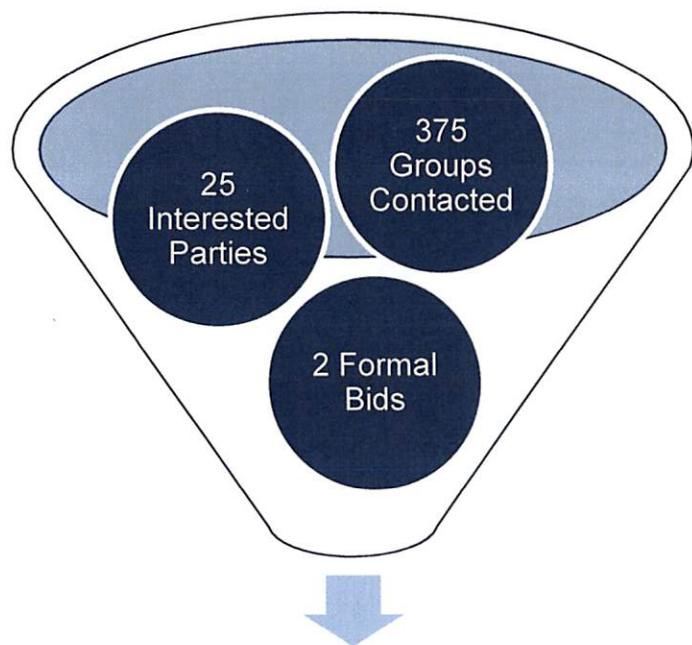
## Activity





## The RFP reached hundreds of organizations which led to interest from dozens and a compelling bid from SK Investments Group

### RFP Summary



1 Leading Candidate

**SK INVESTMENTS GROUP**

### SK Investments Group

#### General Information

- Founded 2009
- Based in Sunrise, Florida

#### Experience

- 15 active investments in Florida, Michigan, and New Jersey
- 1500 residential units
- 5 development projects

#### Notable Projects

- 200 single family homes in southeast Michigan
- 250 single family homes in Pontiac, Michigan
- Acquired homes from and works closely with Pontiac Housing Commission

#### Future Use

- Leverage Project Based Vouchers through LHC, which would minimize impacts on residents

## The preliminary terms of the deal are good for the residents and community, as well as a fair market value transaction for LHC

### Preliminary Terms

#### Residents

- Expected to stay in existing homes with voucher, assuming good standing and qualification
- Significant amount of communication will occur prior to closing transaction

#### Community

- Committed to keeping homes affordable for 20 years
- Intend to work with community groups for resident services
- Inquired about LHC serving as management agent

#### Price

- \$16M - \$18M
  - Duplex \$140K
  - Single Family 2BR - \$60K
  - Single Family 3BR - \$70K
  - Single Family 4BR - \$90K
  - Single Family 5BR - \$100K
- Fair market value transaction
- Final number dependent on total units in transaction

### Financial Impact to LHC

#### Transaction Scenario Estimates

#### Low

#### High

Potential Sales Revenue

\$16M

\$18M

Soft Costs

\$2M

\$1.5M

#### LHC Net Cash Gain

\$14M

\$16.5M

- Final sales revenue will be determined based on the number units sold in the transaction which will be dependent on HUD approval, environmental reviews, buyer due diligence, resident qualifications, etc.
- Final soft costs will be determined based on the number of units sold and transactional costs for each unit



## The plan is to move forward with following steps and working with SK Investments Group to finalize terms of the transaction

1

Complete environmental assessments and work with the City of Lansing to sign off as the responsible entity

2

Continue discussions with HUD and submit draft Section 18 application

3

Continue to negotiate terms with SK Investments Group and enter into Letter of Intent / Purchase Sales Agreement

4

Conduct resident qualification assessments

**Resolution No. 1334**

Adopted By the Lansing Housing Commission

March 23, 2022

**BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:**

Doug Fleming, acting in the capacity of Executive Director, is authorized to enter into a contract between Lansing Housing Commission and Habitat for Humanity Capital Region. The contract amount is \$451,550.00.



Emma Henry Board Chair

Yeas 3

Nays 0

Abstentions \_\_\_\_\_

Attest:



Secretary

For Clerk Use Only

Resolution No. 1334  
Date Adopted 03/23/2022



**Resolution No. 1335**

Adopted by the Lansing Housing Commission

**March 23, 2022**

**BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:**

Douglas E. Fleming, in his capacity as Executive Director or his designee, is authorized to approve the negotiated Collective Bargaining Agreement between the Lansing Housing Commission and Lansing Housing Commission Employees' Chapter of Local 1390.11 and Michigan Council #25, AFSCME, AFL-CIO.



Emma Henry Board Chair

Yeas 3

Nays 0

Abstentions \_\_\_\_\_

Attest:



Secretary

For Clerk Use Only

Resolution No. 1335  
Date Adopted 03/23/2022



March 23, 2022

Lansing Housing Commission  
419 Cherry St.  
Lansing, Michigan 48933

**HONORABLE MEMBERS IN SESSION:**

**SUBJECT:**

Approval of Collective Bargaining Agreement between Lansing Housing Commission and Lansing Housing Commission Employees' Chapter of Local 1390.11 and Michigan Council #25, AFSCME, AFL-CIO.

**RECOMMENDATION:**

Staff recommends the Board approve the Collective Bargaining Agreement between Lansing Housing Commission and Lansing Housing Commission Employees' Chapter of Local 1390.11 and Michigan Council #25, AFSCME, AFL-CIO.

**CONTACT PERSON:**

Douglas Fleming  
Executive Director

**SUMMARY**

This transmittal will allow the LHC to implement all changes to the Collective Bargaining Agreement.

- The 2022-2024 Agreement there will be the following new job classifications:
  - Maintenance I - this position is intended to allow interested and mechanically inclined individuals who do not possess the experience and required skills of a Maintenance Technician II to acquire them through on-the-job training. This is an "apprentice" or "trainee" position with the goal of acquiring the skills necessary to work independently as a Maintenance Technician II.
  - Maintenance Technician II – continuing with the required skill levels of the previous Senior Maintenance position.
  - Maintenance Technician III - this position requires skilled, rather than semi-skilled, levels of knowledge and proficiency of the full range of maintenance required to repair and maintain the property of the Employer.
- Holiday Pay
  - An employee who works on a holiday, including call-ins, shall receive holiday pay



plus double time (twice the usual rate) for such hours worked. For the purpose of this section, a holiday is the calendar day it is on, not when it is observed per Section 16.3 of the Agreement.

- Juneteenth
  - June 19 will be added as a paid holiday.

### **BACKGROUND**

The Lansing Housing Commission entered into a Collective Bargaining Agreement with Lansing Housing Employees' Chapter of Local 1390.11 and Michigan Council #25, AFSMCE, AFL-CIO which is renegotiated every three years. The duration of the current negotiated Agreement will be January 1, 2022, through December 31, 2024.

### **FINANCIAL CONSIDERATIONS**

This agreement will implement the following

- Wages
  - Effective January 1, 2022                      3.5% across the board increase
  - Effective January 1, 2023                      3.5 % across the board increase
  - Effective January 1, 2024                      3.5% across the board increase

### **POLICY CONSIDERATIONS:**

LHC has no specific policy regarding this action. However, Board approval is being requested due to the financial consideration of future capital needs within LHC.

Respectfully Submitted,



Doug Fleming, Secretary to the Board  
Lansing Housing Commission

Lansing Housing Commission  
Summary Results for February FY2022

Description	LIPH Total	COCC	HCV Admin	HCV	BA	
<b>REVENUE:</b>						
Total Revenue Variance - Fav (Unfav)	93,031	(37,717)	18,875	57,742	78,750	
Tenant Revenue Variance	(4,145)	-	-	-	-	
HUD Revenue Variance	93,018	5,936	2,126	56,723	-	
Capital Fund Income	6,299	-	-	-	-	
Other Income	(2,141)	(43,653)	16,749	1,019	78,750	
Other	-	-	-	-	-	
Budgeted Revenue	169,151	82,625	90,552	965,550	-	
% Variance fav (unfav)	55%	-46%	21%	6%	0%	
<b>EXPENSES:</b>						
Total Expense Variance Unfav (Fav)	84,415	(76,325)	15,991	(4,166)	7,690	
Salary Expenses	7,144	(24,830)	4,525	-	-	
Employee Benefit Expenses	14,942	(10,025)	5,037	-	-	
Utilities	32,082	(1,606)	-	-	-	
Write-offs	31,836	-	-	-	-	
Legal	(1,413)	1,908	-	-	-	
Professional Services	6,230	588	(742)	-	-	
Admin Services	28	(43,305)	297	-	7,500	
Insurance	7,038	1,418	911	-	190	
Sundry/Postage/Office Supplies	(6,698)	(2,331)	(507)	-	150	
Management Fee	4,734	-	426	-	-	
HAP Expense	-	-	-	(4,166)	-	
Inspections	(75)	(130)	137	-	-	
Pilot	(5,723)	-	-	-	-	
Maintenance Costs	(1,912)	1,779	-	-	-	
Maintenance Contract - Unit Turns	(3,750)	-	-	-	-	
Other	(47)	209	5,906	(0)	(150)	
Budgeted Expense	336,417	144,659	81,924	965,000	-	
% Variance fav (unfav)	-25%	53%	-20%	0%	0%	
Gain(Loss) on Sale of Assets	-	-	-	-	-	
Curr Mo. Actual Net Income (Loss)	\$ 77,410	\$ (23,426)	\$ 11,512	\$ 62,458	\$ 71,061	
YTD Actual Net Income (Loss) Net of CWIP	\$ 833,738	\$ (213,443)	\$ (130,324)	\$ (150,434)	\$ 404,515	
Prior YR YTD Net Income (Loss)	\$ 1,929,521	\$ 472,196	\$ 218,970	\$ 9,251	\$ 8,789,966	
Cash Balance - February	\$ 3,111,624	\$ 1,454,842	\$ 1,083,273	\$ 405,940	\$ 794,086	\$ 2,766,800
Cash Balance - January	\$ 2,902,888	\$ 1,663,669	\$ 977,030	\$ 402,493	\$ 715,336	\$ 2,766,800
Cash Balance - June 2021	\$ 1,916,110	\$ 1,350,385	\$ 1,119,729	\$ 465,867	\$ 393,609	\$ 2,304,225
Cash Balance - June 2020	\$ 2,579,975	\$ 856,102	\$ 827,066	\$ 496,344		

Lansing Housing Commission  
Summary Results YTD for February FY2022

Description	LIPH Total	COCC	HCV Admin	HCV	BA
<b>REVENUE:</b>					
<b>Total Revenue Variance - Fav (Unfav)</b>	<b>1,297,438</b>	<b>(169,057)</b>	<b>(20,263)</b>	<b>(294,874)</b>	<b>179,473</b>
Tenant Revenue Variance	35,386	-	-	-	-
HUD Revenue Variance	647,182	30,321	(53,519)	(301,405)	-
Capital Fund Income	629,757	-	-	-	-
Other Income	(14,887)	(199,378)	33,256	6,531	179,473
<b>Other</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Budgeted Revenue	2,772,320	657,312	611,916	7,724,400	5,764,775
% Variance fav (unfav)	47%	-26%	-3%	-4%	3%
<b>EXPENSES:</b>					
<b>Total Expense Variance Unfav (Fav)</b>	<b>738,524</b>	<b>(156,501)</b>	<b>43,710</b>	<b>(140,040)</b>	<b>9,733</b>
Salary Expenses	81,912	(116,552)	9,948	-	-
Employee Benefit Expenses	79,688	(64,747)	11,746	-	-
Utilities	106,481	(9,053)	(411)	-	-
Write-offs	24,345	-	-	-	-
Legal	(10,870)	805	-	-	-
Professional Services	96,938	13,245	16,238	-	-
Admin Services	7,028	(3,842)	-	-	9,170
Insurance	47,517	(2,019)	1,066	-	-
Sundry/Postage/Office Supplies	2,015	683	16,904	-	150
Management Fee	35,617	-	(10,703)	-	413
HAP Expense	145,394	-	-	(140,040)	-
Pilot	15,608	-	-	-	-
Inspections	1,785	270	(7,245)	-	-
Maintenance Costs	143,361	16,995	435	-	-
Maintenance Contract - Unit Turns	(47,915)	-	-	-	-
<b>Other</b>	<b>9,621</b>	<b>7,714</b>	<b>5,733</b>	<b>-</b>	<b>-</b>
Budgeted Expense	2,310,668	858,199	678,267	7,720,000	30,000
% Variance fav (unfav)	-32%	18%	-6%	2%	-32%
Gain(Loss) on Sale of Assets	-	-	-	-	2,215,454
<b>YTD Actual Net Income (Loss) Net of CWIP</b>	<b>\$ 773,941</b>	<b>\$ (213,443)</b>	<b>\$ (130,324)</b>	<b>\$ (150,434)</b>	<b>\$ 404,515</b>
<b>YTD Budgeted Net Income (Loss)</b>	<b>\$ 359,980</b>	<b>\$ (200,887)</b>	<b>\$ (66,351)</b>	<b>\$ 4,400</b>	<b>\$ 234,775</b>
<b>Prior YR YTD Net Income (Loss)</b>	<b>\$ 1,929,521</b>	<b>\$ 472,196</b>	<b>\$ 218,970</b>	<b>\$ 9,251</b>	<b>\$ 8,789,966</b>

**February Ratios**

HCV Ratios		Prior Months	
Number of Vouchers Used	1,803	1/22	\$ 545.49
HCV 8002 Expenses	\$ 958,352.25	12/21	\$ 592.25
Average Cost Per Voucher	<u>\$ 531.53</u>	11/21	\$ 566.41

	LIPH Ratios		Prior Months	
	February 2022 Total	PY February Total		
Year-to-Date Occupancy Rate				
YTD Average Number of Units Leased	380	662	1/22	94.1%
Number of Possible Units	407	693	12/21	94.6%
Year-to-Date Occupancy Rate	<u>93.4%</u>	<u>95.5%</u>	11/21	94.1%
Average Revenue Per Occupied Unit			1/22	\$ 395.63
Total LIPH Revenue	\$ 262,181.82	\$ 408,710.02	12/21	\$ 1,207.93
Average Revenue Per Occupied Unit	<u>\$ 371.36</u>	<u>\$ 617.39</u>	11/21	\$ 567.85
Average Tenant Revenue Per Occupied Unit			1/22	\$ 67.02
Total Tenant Revenue	\$ 17,685.73	\$ 79,009.00	12/21	\$ 70.50
Average Tenant Revenue Per Occupied Unit	<u>\$ 46.54</u>	<u>\$ 119.35</u>	11/21	\$ 82.82
Average Cost Per Occupied Unit			1/22	\$ 577.16
YTD Average Monthly Expenses	\$ 381,149.01	\$ 440,571.53	12/21	\$ 523.14
Average Cost Per Occupied Unit	<u>\$ 539.87</u>	<u>\$ 665.52</u>	11/21	\$ 459.92

Company Ratios			
	LIPH	COCC	HCV Admin
Operating Reserves			
Bank Account Balance	\$ 3,111,623.61	\$ 1,454,842.01	\$ 1,083,273.28
YTD Expenses	\$ 3,049,192.08	\$ 701,697.66	\$ 721,977.13
Number of Months	8	8	8
Average Monthly Expenses	<u>\$ 381,149.01</u>	<u>\$ 87,712.21</u>	<u>\$ 90,247.14</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>8.16</u>	<u>16.59</u>	<u>12.00</u>
Prior Months			
1/22	7.09	18.39	9.47
12/21	7.48	23.65	8.53
06/21	4.58	18.52	13.62
06/20	5.62	14.23	11.20
06/19	4.19	17.81	7.12



Lansing Housing Commission  
Budget vs. Actual  
Mt. Vernon  
For the Period Ending February 28, 2022

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 19,962	\$ 70,642	\$ (50,680)	\$ 177,979	\$ 157,966	\$ 87,324
Tenant Revenue - Other	1,748	8,937	(7,189)	8,571	18,147	9,210
Total Tenant Revenue	<u>\$ 21,710</u>	<u>\$ 79,579</u>	<u>\$ (57,869)</u>	<u>\$ 186,550</u>	<u>\$ 176,113</u>	<u>\$ 96,534</u>
HUD PHA Operating Grants	726,231	822,078	(95,846)	918,821	1,392,066	569,988
CFP Operational Income	215,315	-	215,315	110,044	-	-
Administrative Fees	-	7,824	(7,824)	-	16,584	8,760
Fraud Recovery and Other	4,139	4,323	(184)	(2,295,754)	18,498	14,175
Total Operating Revenue	<u>\$ 967,396</u>	<u>\$ 913,804</u>	<u>\$ 53,592</u>	<u>\$ (1,080,339)</u>	<u>\$ 1,603,261</u>	<u>\$ 689,457</u>
Administrative Salaries	\$ 19,630	\$ 38,301	\$ (18,671)	\$ 68,391	\$ 85,233	\$ 46,932
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	25,094	48,749	(23,655)	178,280	108,986	60,237
Bookkeeping Fees	3,551	7,005	(3,454)	12,647	15,705	8,700
Employee Benefits Contributions - Admin	12,074	15,295	(3,222)	24,413	36,275	20,980
Office Expenses	10,030	23,750	(13,720)	35,507	40,002	16,252
Legal	1,261	6,000	(4,739)	6,879	12,000	6,000
Travel	-	-	-	-	-	-
Other	-	1,650	(1,650)	9,563	4,500	2,850
Tenant Services - Other	-	-	-	1,656	-	-
Water	874	6,107	(5,233)	52,375	15,952	9,846
Electricity	424	550	(126)	27,162	1,050	500
Gas	368	6,089	(5,721)	14,461	13,414	7,325
Other Utilities Expense	7,188	34,015	(26,827)	7,258	34,215	200
Ordinary Maintenance and Operations - Labor	10,857	27,265	(16,408)	45,705	59,341	32,076
Ordinary Maintenance and Operations - Material	2,584	5,280	(2,696)	10,976	7,680	2,400
Ordinary Maintenance and Operations - Contrac	19,885	79,510	(59,625)	115,295	171,280	91,770
Employee Benefits Contributions - Ordinary	58,701	28,637	30,064	29,818	57,705	29,068
Protective Services - Other Contract Costs	-	-	-	1,461	-	-
Property Insurance	12,564	23,282	(10,719)	33,371	52,605	29,323
Liability Insurance	4,291	8,712	(4,420)	12,651	19,671	10,959
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,523	9,650	(2,127)	4,400	16,106	6,456
Other General Expenses	28,397	5,312	23,084	122,919	11,776	6,464
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	429,803.65	370,588	59,216	-	370,588	-
Payment in Lieu of Taxes	5,393	5,410	(17)	8,412	11,975	6,565
Bad debt - Tenant Rents	(1,167)	3,800	(4,967)	12,268	7,800	4,000
Interest Expense	-	-	-	16,781	-	-
Total Operating Expenses	<u>\$ 664,325</u>	<u>\$ 760,731</u>	<u>\$ (96,406)</u>	<u>\$ 857,899</u>	<u>\$ 1,159,634</u>	<u>\$ 398,903</u>
Net Income (Loss)	<u>\$ 303,071</u>	<u>\$ 153,073</u>	<u>\$ 149,998</u>	<u>\$ (1,938,237)</u>	<u>\$ 443,627</u>	<u>\$ 290,554</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**Hildebrandt**  
**For the Period Ending February 28, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 148,363	\$ 109,509	\$ 38,854	\$ 202,608	\$ 109,509	\$ -
Tenant Revenue - Other	7,114	6,057	1,057	19,266	6,057	-
Total Tenant Revenue	<u>\$ 155,477</u>	<u>\$ 115,566</u>	<u>\$ 39,911</u>	<u>\$ 221,874</u>	<u>\$ 115,566</u>	<u>\$ -</u>
HUD PHA Operating Grants	936,570	516,506	420,064	1,058,201	619,164	102,658
CFP Operational Income	116,031	-	116,031	413,663	-	-
Administrative Fees	-	994	(994)	-	1,491	497
Fraud Recovery and Other	2,219,511	2,007	2,217,505	7,840	3,693	1,687
Total Operating Revenue	<u>\$ 3,427,589</u>	<u>\$ 635,073</u>	<u>\$ 2,792,517</u>	<u>\$ 1,701,578</u>	<u>\$ 739,914</u>	<u>\$ 104,842</u>
Administrative Salaries	\$ 82,486	\$ 43,853	\$ 38,633	\$ 65,701	\$ 43,853	\$ -
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	74,014	49,214	24,800	208,741	49,214	-
Bookkeeping Fees	10,442	7,133	3,310	17,053	7,133	-
Employee Benefits Contributions - Admin	19,732	19,395	336	21,121	19,395	-
Office Expenses	29,428	21,395	8,032	28,709	21,395	-
Legal	2,596	7,200	(4,604)	8,996	7,200	-
Travel	-	-	-	-	-	-
Other	(480)	1,440	(1,920)	5,684	1,440	-
Tenant Services - Other	8,500	4,800	3,700	4,862	4,800	-
Water	73,991	39,002	34,988	82,114	39,002	-
Electricity	18,730	12,000	6,730	21,551	12,000	-
Gas	29,478	7,661	21,817	26,110	7,661	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	67,067	37,460	29,607	57,454	37,460	-
Ordinary Maintenance and Operations - Materials	35,422	22,160	13,262	31,061	22,160	-
Ordinary Maintenance and Operations - Contra	157,352	115,750	41,602	199,634	115,750	-
Employee Benefits Contributions - Ordinary	50,696	20,093	30,603	49,671	20,093	-
Protective Services - Other Contract Costs	2,730	1,035	1,695	3,235	1,035	-
Property Insurance	43,229	21,832	21,397	34,611	21,832	-
Liability Insurance	15,050	8,774	6,276	13,459	8,774	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	8,043	7,742	301	4,878	7,742	-
Other General Expenses	30,411	5,257	25,154	27,644	5,257	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	40,507	139,312	-	-	-	-
Depreciation	106,194	-	-	-	-	-
Payment in Lieu of Taxes	14,461	4,485	9,976	8,375	4,485	-
Bad debt - Tenant Rents	6,439	6,000	439	4,620	6,000	-
Interest Expense	-	-	-	27,968	-	-
Total Operating Expenses	<u>\$ 931,517</u>	<u>\$ 608,768</u>	<u>\$ 315,360</u>	<u>\$ 958,503</u>	<u>\$ 469,456</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 2,496,073</u>	<u>\$ 26,305</u>	<u>\$ 2,477,157</u>	<u>\$ 743,075</u>	<u>\$ 270,458</u>	<u>\$ 104,842</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**LaRoy Froh**  
**For the Period Ending February 28, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 130,483	\$ 83,952	\$ 46,531	\$ 140,600	\$ 83,952	\$ -
Tenant Revenue - Other	8,838	5,976	2,862	6,473	5,976	-
Total Tenant Revenue	<u>\$ 139,321</u>	<u>\$ 89,928</u>	<u>\$ 49,393</u>	<u>\$ 147,073</u>	<u>\$ 89,928</u>	<u>\$ -</u>
HUD PHA Operating Grants	937,180	612,348	324,832	982,825	612,348	-
CFP Operational Income	23,456	-	23,456	413,663	-	-
Administrative Fees	-	1,090	(1,090)	-	-	-
Fraud Recovery and Other	4,652	3,963	689	4,319	3,963	-
Total Operating Revenue	<u>\$ 1,104,610</u>	<u>\$ 707,329</u>	<u>\$ 397,281</u>	<u>\$ 1,547,881</u>	<u>\$ 706,239</u>	<u>\$ -</u>
Administrative Salaries	\$ 54,437	\$ 49,198	\$ 5,239	\$ 80,353	\$ 49,198	\$ -
Auditing Fees	5,000	5,665	(665)	5,250	5,665	-
Management Fees	84,707	51,802	32,905	202,737	51,802	-
Bookkeeping Fees	11,964	7,508	4,457	16,184	7,508	-
Employee Benefits Contributions - Admin	9,218	19,410	(10,192)	21,251	19,410	-
Office Expenses	22,031	20,520	1,511	23,383	20,520	-
Legal	4,971	7,200	(2,229)	4,039	7,200	-
Travel	107	-	107	-	-	-
Other	3,534	1,260	2,274	5,823	1,260	-
Tenant Services - Other	10,143	6,000	4,143	3,369	6,000	-
Water	50,680	26,810	23,870	50,944	26,810	-
Electricity	31,415	14,400	17,015	27,546	14,400	-
Gas	31,078	6,440	24,638	26,726	6,440	-
Other Utilities Expense	13,557	-	13,557	17,088	-	-
Ordinary Maintenance and Operations - Labor	85,881	39,958	45,923	45,242	39,958	-
Ordinary Maintenance and Operations - Materia	50,841	20,500	30,341	35,062	20,500	-
Ordinary Maintenance and Operations - Contrac	145,421	55,610	89,811	112,727	55,610	-
Employee Benefits Contributions - Ordinary	65,319	34,405	30,914	43,529	34,405	-
Housing Assistance Payments	-	95,935	(95,935)	-	95,935	-
Protective Services - Other Contract Costs	2,600	1,600	1,000	2,990	1,600	-
Property Insurance	46,458	27,023	19,435	39,645	27,023	-
Liability Insurance	14,571	9,305	5,266	13,781	9,305	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	10,877	7,622	3,255	4,400	7,622	-
Other General Expenses	31,632	5,473	26,159	24,567	5,473	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	8,740	3,090	5,650	3,014	3,090	-
Bad debt - Tenant Rents	2,803	5,400	(2,597)	8,630	5,400	-
Interest Expense	-	-	-	16,521	-	-
Total Operating Expenses	<u>\$ 797,984</u>	<u>\$ 522,132</u>	<u>\$ 275,852</u>	<u>\$ 834,798</u>	<u>\$ 522,132</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 306,625</u>	<u>\$ 185,197</u>	<u>\$ 121,428</u>	<u>\$ 713,083</u>	<u>\$ 184,107</u>	<u>\$ -</u>



**Lansing Housing Commission**  
**Budget vs. Actual**  
**South Washington Park**  
**For the Period Ending February 28, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 15,039	\$ 14,358	\$ 681	\$ 196,735	\$ 14,358	\$ -
Tenant Revenue - Other	400	-	400	14,631	-	-
Total Tenant Revenue	<u>\$ 15,439</u>	<u>\$ 14,358</u>	<u>\$ 1,081</u>	<u>\$ 211,366</u>	<u>\$ 14,358</u>	<u>\$ -</u>
HUD PHA Operating Grants	490,748	389,958	100,790	643,425	389,958	-
CFP Operational Income	353,024	-	353,024	110,044	-	-
Administrative Fees	-	3,444	(3,444)	-	3,444	-
Fraud Recovery and Other	4,475	3,513	962	12,131	3,513	-
Total Operating Revenue	<u>\$ 863,687</u>	<u>\$ 411,273</u>	<u>\$ 452,414</u>	<u>\$ 976,967</u>	<u>\$ 411,273</u>	<u>\$ -</u>
Administrative Salaries	\$ 1,176	\$ 2,967	\$ (1,792)	\$ 53,869	\$ 2,967	\$ -
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	4,671	3,105	1,566	166,479	3,105	-
Bookkeeping Fees	664	450	214	10,659	450	-
Employee Benefits Contributions - Admin	6,012	5,457	555	34,844	5,457	-
Office Expenses	9,890	2,566	7,325	28,381	2,566	-
Legal	1,302	600	702	9,995	600	-
Travel	-	-	-	-	-	-
Other	(2,479)	300	(2,779)	1,041	300	-
Tenant Services - Other	-	-	-	5,941	-	-
Water	771	402	369	139,178	402	-
Electricity	-	150	(150)	79,793	150	-
Gas	265	-	265	22,412	-	-
Other Utilities Expense	1,287	-	1,287	1,558	-	-
Ordinary Maintenance and Operations - Labor	1,625	2,245	(621)	74,945	2,245	-
Ordinary Maintenance and Operations - Materia	927	9,000	(8,073)	24,204	9,000	-
Ordinary Maintenance and Operations - Contrac	7,490	7,250	240	73,092	7,250	-
Employee Benefits Contributions - Ordinary	6,029	5,401	629	58,099	5,401	-
Protective Services - Other Contract Costs	(221)	-	(221)	1,307	-	-
Property Insurance	2,453	2,010	443	32,006	2,010	-
Liability Insurance	1,174	573	601	14,008	573	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	8,907	1,098	7,809	4,877	1,098	-
Other General Expenses	23,748	1,207	22,541	25,277	1,207	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	647,478	366,561	280,917	-	366,561	-
Payment in Lieu of Taxes	1,319	1,321	(2)	(5,304)	1,321	-
Bad debt - Tenant Rents	32,070	600	31,470	7,687	600	-
Interest Expense	-	-	-	3,772	-	-
Total Operating Expenses	<u>\$ 761,560</u>	<u>\$ 419,037</u>	<u>\$ 342,523</u>	<u>\$ 873,373</u>	<u>\$ 419,037</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 102,127</u>	<u>\$ (7,764)</u>	<u>\$ 109,891</u>	<u>\$ 103,593</u>	<u>\$ (7,764)</u>	<u>\$ -</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**AMP Consolidated**  
**For the Period Ending February 28, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 313,847	\$ 278,461	\$ 35,386	\$ 717,922	\$ 365,785	\$ 87,324
Tenant Revenue - Other	18,100	20,970	(2,870)	48,941	30,180	9,210
Total Tenant Revenue	<u>\$ 331,947</u>	<u>\$ 299,431</u>	<u>\$ 32,516</u>	<u>\$ 766,863</u>	<u>\$ 395,965</u>	<u>\$ 96,534</u>
HUD PHA Operating Grants	3,090,730	2,340,890	749,840	3,603,273	3,013,536	672,646
CFP Operational Income	707,827	-	707,827	1,047,414	-	-
Fraud Recovery and Other	2,232,778	13,806	2,218,972	(2,271,464)	29,667	15,862
Total Operating Revenue	<u>\$ 6,363,282</u>	<u>\$ 2,667,478</u>	<u>\$ 3,695,803</u>	<u>\$ 3,146,087</u>	<u>\$ 3,460,687</u>	<u>\$ 794,299</u>
Administrative Salaries	\$ 157,729	\$ 134,319	\$ 23,410	\$ 268,314	\$ 181,251	\$ 46,932
Auditing Fees	20,000	22,990	(2,990)	21,000	22,990	-
Management Fees	188,486	152,870	35,617	756,237	213,107	60,237
Bookkeeping Fees	26,621	22,095	4,526	56,542	30,795	8,700
Employee Benefits Contributions - Administrative	47,036	59,557	(12,522)	101,628	80,537	20,980
Office Expenses	71,379	68,230	3,148	115,981	84,482	16,252
Legal Expense	10,130	21,000	(10,870)	29,910	27,000	6,000
Travel	107	-	107	-	-	-
Other	575	4,650	(4,075)	22,111	7,500	2,850
Tenant Services - Other	18,643	10,800	7,843	15,828	10,800	-
Water	126,316	72,321	53,995	324,612	82,167	9,846
Electricity	50,569	27,100	23,469	156,052	27,600	500
Gas	61,190	20,190	41,000	89,710	27,515	7,325
Other Utilities Expense	22,032	34,015	(11,983)	-	34,215	200
Ordinary Maintenance and Operations - Labor	165,430	106,928	58,502	223,347	139,004	32,076
Ordinary Maintenance and Operations - Material	89,774	56,940	32,834	101,304	59,340	2,400
Ordinary Maintenance and Operations - Contract	330,148	258,120	72,028	500,749	349,890	91,770
Employee Benefits Contributions - Ordinary	180,746	88,536	92,210	181,117	117,604	29,068
Protective Services - Other Contract Costs	5,109	2,635	2,474	8,993	2,635	-
Property Insurance	104,705	74,147	30,557	139,633	103,470	29,323
Liability Insurance	35,085	27,363	7,722	53,898	38,322	10,959
Workers Compensation	-	-	-	-	-	-
All Other Insurance	35,350	26,112	9,238	18,555	32,568	6,456
Other General Expenses	114,188	17,250	96,938	200,407	23,714	6,464
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	29,913	14,305	15,608	14,497	20,870	6,565
Bad debt - Tenant Rents	40,145	15,800	24,345	33,204	19,800	4,000
Interest Expense	-	-	-	65,042	-	-
Total Operating Expenses	<u>\$ 1,931,404</u>	<u>\$ 1,338,273</u>	<u>\$ 593,131</u>	<u>\$ 3,498,669</u>	<u>\$ 1,737,176</u>	<u>\$ 398,903</u>
Net Income (Loss)	<u>\$ 4,431,878</u>	<u>\$ 1,329,205</u>	<u>\$ 3,102,673</u>	<u>\$ (352,583)</u>	<u>\$ 1,723,511</u>	<u>\$ 395,396</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**COCC**  
**For the Period Ending February 28, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 318,702	\$ 657,101	\$ (338,399)	\$ 890,032	\$ 789,866	\$ 132,766
Bookkeeping Fees Income	26,621	22,101	4,520	56,542	30,805	8,704
Administrative Fees	71,045	294,310	(223,265)	-	469,742	175,432
Fraud Recovery and Other	71,886	48,000	23,886	52,292	62,000	14,000
<b>Total Operating Revenue</b>	<b>\$ 488,255</b>	<b>\$ 1,021,512</b>	<b>\$ (533,257)</b>	<b>\$ 998,866</b>	<b>\$ 1,352,413</b>	<b>\$ 330,902</b>
Administrative Salaries	\$ 150,524	\$ 200,668	\$ (50,144)	\$ 123,612	\$ 304,896	\$ 104,228
Auditing Fees	7,000	5,665	1,335	5,250	5,665	-
Employee Benefits Contributions - Admin	46,708	81,395	(34,687)	35,338	121,355	39,960
Office Expenses	49,870	353,431	(303,561)	37,536	490,752	137,321
Legal	4,805	4,000	805	3,929	6,000	2,000
Travel	4,089	-	4,089	-	-	-
Other	27,656	12,982	14,674	18,450	25,834	12,852
Tenant Services - Other	4,944	-	4,944	-	-	-
Water	824	1,483	(659)	926	2,185	702
Electricity	5,682	13,700	(8,018)	8,364	19,200	5,500
Gas	1,066	1,670	(604)	1,381	2,820	1,150
Other Utilities Expense	548	320	228	337	480	160
Ordinary Maintenance and Operations - Labor	34,336	99,744	(65,408)	-	159,240	59,496
Ordinary Maintenance and Operations - Material	326	3,300	(2,974)	2,890	4,400	1,100
Ordinary Maintenance and Operations - Contracts	28,987	10,790	18,197	17,467	15,010	4,220
Employee Benefits Contributions - Ordinary	12,083	40,025	(27,942)	-	64,121	24,096
Protective Services - Other Contract Costs	-	600	(600)	878	800	200
Property Insurance	5,800	3,609	2,191	1,469	3,609	-
Liability Insurance	1,188	1,393	(205)	113	1,393	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	395	4,400	(4,005)	4,400	4,400	-
Other General Expenses	307,367	19,024	288,343	263,525	28,044	9,020
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	804	-	-
<b>Total Operating Expenses</b>	<b>\$ 694,198</b>	<b>\$ 858,199</b>	<b>\$ (164,001)</b>	<b>\$ 526,669</b>	<b>\$ 1,260,204</b>	<b>\$ 402,005</b>
<b>Net Income (Loss)</b>	<b>\$ (205,943)</b>	<b>\$ 163,313</b>	<b>\$ (369,256)</b>	<b>\$ 472,196</b>	<b>\$ 92,209</b>	<b>\$ (71,103)</b>



**Lansing Housing Commission**  
**Budget vs. Actual**  
**Housing Choice Voucher**  
**For the Period Ending February 28, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 8,069,670	\$ 8,422,468	\$ (352,798)	\$ 8,405,467	\$ 12,646,676	\$ 4,224,208
Other Revenue	40,032	-	40,032	5,760	-	-
Fraud Recovery and Other	21,181	4,400	16,781	10,914	6,600	2,200
Total Operating Revenue	<u>\$ 8,130,883</u>	<u>\$ 8,426,868</u>	<u>\$ (295,985)</u>	<u>\$ 8,422,141</u>	<u>\$ 12,653,276</u>	<u>\$ 4,226,408</u>
Administrative Salaries	\$ 302,547	\$ 306,950	\$ (4,403)	\$ 240,287	\$ 441,982	\$ 135,032
Auditing Fees	25,000	28,875	(3,875)	26,250	28,875	-
Management Fees	130,216	140,494	(10,278)	133,795	213,335	72,842
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	89,401	81,848	7,553	57,171	117,628	35,780
Office Expenses	158,373	121,526	36,847	121,731	155,742	34,216
Legal Expense	-	-	-	-	-	-
Travel	1,208	-	1,208	-	-	-
Other	346	40,000	(39,654)	(0)	60,000	20,000
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	150	500	(350)	668	1,000	500
Ordinary Maintenance and Operations - Materials	-	-	-	-	-	-
Ordinary Maintenance and Operations - Contract	31,264	-	31,264	57,177	-	-
Protective services - Other Contract Costs	-	-	-	269	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	19,187	14,190	4,997	10,724	21,450	7,260
Workers Compensation	-	-	-	-	-	-
All Other Insurance	1,245	4,400	(3,155)	-	-	-
Other General Expenses	35,369	16,640	18,729	12,971	24,818	8,178
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	7,580,468	7,720,000	(139,532)	7,532,818	11,580,000	3,860,000
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 8,374,773</u>	<u>\$ 8,475,423</u>	<u>\$ (100,649)</u>	<u>\$ 8,193,862</u>	<u>\$ 12,644,830</u>	<u>\$ 4,169,408</u>
Net Income (Loss)	<u>\$ (243,890)</u>	<u>\$ (48,554)</u>	<u>\$ (195,336)</u>	<u>\$ 228,279</u>	<u>\$ 8,446</u>	<u>\$ 57,000</u>

**Lansing Housing Commission**  
**1010 Mt. Vernon Park**  
**Balance Sheet for February 2022**

	Period Amount	Balance
<b>ASSETS</b>		
1010-0000-111102 Cash-Security Deposits	-	10,200.30
1010-0000-111111 Chase Checking	43,300.53	697,991.33
1010-0000-112200 Accounts Receivable	147.00	3,642.00
1010-0000-112201 Allowance for Doubtful Accounts	(14.70)	(364.20)
1010-0000-112220 A/R Repayment Agreement	-	-
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	(24,697.30)	(33,827.89)
1010-0000-116201 Investments Savings	-	74,168.03
1010-0000-121100 Prepaid Insurance	(2,197.03)	13,255.43
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	-	359,796.50
1010-0000-150301 Deferred Outflows-OPEB	-	13,185.00
<b>TOTAL ASSETS</b>	<b>16,538.50</b>	<b>1,546,319.67</b>
<b>LIABILITIES</b>		
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	239.29	530.71
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	(348.00)	9,852.30
1010-0000-211999 Tenant Refunds	270.00	11,483.50
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	905.71	15,920.86
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	-	50,958.00
1010-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>1,067.00</b>	<b>396,787.14</b>
<b>EQUITY</b>		
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	15,471.50	(4,103,564.39)
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
<b>TOTAL EQUITY</b>	<b>15,471.50</b>	<b>1,149,532.53</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,538.50</b>	<b>1,546,319.67</b>

**Lansing Housing Commission**  
**1020 Hildebrandt Park**  
**Balance Sheet for February 2022**

	Period Amount	Balance
<b>ASSETS</b>		
1020-0000-111102 Cash-Security Deposits	-	36,398.00
1020-0000-111111 Chase Checking	112,276.30	812,958.26
1020-0000-112200 Accounts Receivable	3,959.00	16,085.00
1020-0000-112201 Allowance for Doubtful Accounts	(395.90)	(1,608.50)
1020-0000-112220 A/R Repayment Agreement	-	-
1020-0000-112500 Accounts Receivable HUD	-	-
1020-2010-112500 Accounts Receivable HUD	-	-
1020-0000-114500 Accrued Interest Receivable	-	55.29
1020-5005-115700 Intercompany	(20,833.95)	(46,201.82)
1020-0000-116201 Investments Savings	-	74,168.04
1020-0000-121100 Prepaid Insurance	(40,638.97)	14,105.60
1020-0000-140000 Land	-	348,580.00
1020-0000-144000 Construction in Progress	-	52,892.89
1020-3000-144000 Construction in Progress	-	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	-	313,828.50
1020-0000-150301 Deferred Outflows-OPEB	-	6,902.00
<b>TOTAL ASSETS</b>	<b>54,366.48</b>	<b>1,884,233.42</b>
<b>LIABILITIES</b>		
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	(1,328.95)	2,341.95
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	(363.00)	20,814.00
1020-0000-211999 Tenant Refunds	(2,510.00)	15,529.71
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	(1,722.67)	23,979.21
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	-	26,675.00
1020-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(5,924.62)</b>	<b>388,345.90</b>
<b>EQUITY</b>		
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	60,291.10	(4,536,228.90)
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
<b>TOTAL EQUITY</b>	<b>60,291.10</b>	<b>1,495,887.52</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>54,366.48</b>	<b>1,884,233.42</b>



**Lansing Housing Commission  
1080 LaRoy Froh Townhomes  
Balance Sheet for February 2022**

	Period Amount	Balance
<b>ASSETS</b>		
1080-0000-111102 Cash-Security Deposits	-	40,398.00
1080-0000-111111 Chase Checking	45,153.19	1,020,496.13
1080-0000-112200 Accounts Receivable	5,789.50	25,762.71
1080-0000-112201 Allowance for Doubtful Accounts	(578.95)	(2,576.27)
1080-0000-112220 A/R Repayment Agreement	-	-
1080-0000-112500 Accounts Receivable HUD	-	-
1080-2010-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	3,225.00
1080-0000-114500 Accrued Interest Receivable	-	55.29
1080-5005-115700 Intercompany	(21,183.43)	(33,478.12)
1080-0000-116201 Investments Savings	-	74,168.03
1080-0000-121100 Prepaid Insurance	(8,089.86)	48,972.82
1080-0000-140000 Land	-	499,084.00
1080-0000-144000 Construction in Progress	-	30,072.28
1080-3000-144000 Construction in Progress	-	279,684.12
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	-	(10,456,604.44)
1080-1080-148100 Accumulated Depreciation-Build	-	(234,955.00)
1080-0000-150300 Deferred Outflow - MERS	-	383,188.50
1080-0000-150301 Deferred Outflows-OPEB	-	11,114.00
<b>TOTAL ASSETS</b>	<b>21,090.45</b>	<b>5,053,087.09</b>
<b>LIABILITIES</b>		
1080-0000-200000 OPEB Liability	-	8,776.00
1080-0000-200300 Pension Liability	-	246,376.00
1080-0000-210000 Construction Costs Payable	-	-
1080-0000-211100 Accounts Payable	(2,113.20)	5,471.32
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	(162.00)	38,891.00
1080-0000-211999 Tenant Refunds	(1,708.50)	22,486.01
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	(806.74)	12,079.03
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	-	67,401.00
1080-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(4,790.44)</b>	<b>432,290.79</b>
<b>EQUITY</b>		
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	25,880.89	(1,242,748.11)
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
<b>TOTAL EQUITY</b>	<b>25,880.89</b>	<b>4,620,796.30</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>21,090.45</b>	<b>5,053,087.09</b>

**Lansing Housing Commission  
1090 South Washington Park  
Balance Sheet for February 2022**

	Period Amount	Balance
<b>ASSETS</b>		
1090-0000-111102 Cash-Security Deposits	-	1,777.00
1090-0000-111111 Chase Checking	8,005.21	580,177.89
1090-0000-112000 Accounts Receivable - Operations	(33,093.00)	-
1090-0000-112200 Accounts Receivable	807.00	4,246.60
1090-0000-112201 Allowance for Doubtful Accounts	(80.70)	(424.66)
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	-	55.29
1090-5005-115700 Intercompany	(3,379.51)	(15,270.29)
1090-0000-116201 Investments Savings	-	74,168.03
1090-0000-121100 Prepaid Insurance	(664.61)	4,457.89
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	-	359,216.50
1090-0000-150301 Deferred Outflows-OPEB	-	6,866.00
<b>TOTAL ASSETS</b>	<b>(28,405.61)</b>	<b>1,136,718.04</b>
<b>LIABILITIES</b>		
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	(1,482.09)	152.56
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	-	1,777.00
1090-0000-211999 Tenant Refunds	(159.00)	1,928.00
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	(2,531.04)	(3,638.81)
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	-	535.00
1090-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(4,172.13)</b>	<b>331,073.89</b>
<b>EQUITY</b>		
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	(24,233.48)	(6,318,500.43)
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
<b>TOTAL EQUITY</b>	<b>(24,233.48)</b>	<b>805,644.15</b>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<b>(28,405.61)</b>	<b>1,136,718.04</b>

**Lansing Housing Commission  
5005 Central Office Cost Center  
Balance Sheet for February 2022**

	Period Amount	Balance
<b>ASSETS</b>		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	(100.00)	66,544.64
5005-0000-111111 Chase Checking	(208,827.11)	1,454,842.01
5005-0000-112500 Accounts Receivable HUD	39,152.17	354,173.12
5005-0000-112954 Accounts Receivables-Misc	7,769.40	(418,572.62)
5005-1010-115700 Intercompany	24,697.30	33,827.89
5005-1020-115700 Intercompany	20,833.95	46,201.82
5005-1080-115700 Intercompany	21,183.43	33,478.12
5005-1090-115700 Intercompany	3,379.51	15,270.29
5005-4001-115700 Intercompany	(36,833.65)	848,665.96
5005-8001-115700 Intercompany	43,707.38	114,327.56
5005-8002-115700 Intercompany	(58,646.45)	95,555.14
5005-8005-115700 Intercompany	(2,481.00)	(6,429.81)
5005-8010-115700 Intercompany	24,258.74	41,220.17
5005-8020-115700 Intercompany	22,288.00	68,800.00
5005-8021-115700 Intercompany	62,500.14	49,382.14
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	(1,316.56)	3,927.06
5005-0000-121200 Prepaid - Other	-	11,887.00
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	-	73,349.00
5005-0000-150301 Deferred Outflows-OPEB	-	6,502.00
<b>TOTAL ASSETS</b>	<b>(38,434.75)</b>	<b>3,591,353.09</b>
<b>LIABILITIES</b>		
5005-0000-200000 OPEB Liability	-	5,138.00
5005-0000-200300 Pension Liability	-	159,315.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	(22,335.63)	38,156.71
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	(172.80)	(1,425.60)
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	-	3,810.00
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	-	25,144.00
5005-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(22,508.43)</b>	<b>295,031.09</b>
<b>EQUITY</b>		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	327,575.00
5005-0000-282000 Income and Expense Clearing	(15,926.32)	2,939,485.38
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
<b>TOTAL EQUITY</b>	<b>(15,926.32)</b>	<b>3,296,322.00</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>(38,434.75)</b>	<b>3,591,353.09</b>

**Lansing Housing Commission  
Housing Choice Voucher  
Balance Sheet for February 2022**

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
8001-0000-111111 Chase Checking	106,243.60	1,083,273.28
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	3,447.04	405,940.00
8002-0000-112200 Accounts Receivable	-	-
8002-8002-112200 Accounts Receivable	(216.50)	(216.50)
8001-0000-112954 Accounts Receivables-Misc	-	2,966.15
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	(43,707.38)	(114,327.56)
8002-5005-115700 Intercompany	-	-
8001-0000-121100 Prepaid Insurance	(2,726.44)	16,357.63
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	-	107,995.00
8001-0000-150301 Deferred Outflows-OPEB	-	18,864.00
<b>TOTAL ASSETS</b>	<u><b>63,040.32</b></u>	<u><b>1,540,965.90</b></u>
<b>LIABILITIES</b>		
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	22,360.22	25,272.62
8002-0000-211100 Accounts Payable	(58,646.45)	164,355.14
8002-8002-211100 Accounts Payable	-	-
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	-	98,906.00
8001-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<u><b>(36,286.23)</b></u>	<u><b>669,274.79</b></u>
<b>EQUITY</b>		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	37,449.56	604,589.15
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	-	-
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	61,876.99	66,610,145.66
8002-8002-282000 Income and Expense Clearing	-	(66,634,287.79)
<b>TOTAL EQUITY</b>	<u><b>99,326.55</b></u>	<u><b>871,691.11</b></u>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<u><b>63,040.32</b></u>	<u><b>1,540,965.90</b></u>



**March 23, 2022**

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**

**February 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 fifteen (15) vouchers in the month of February.

Two (2) VASH orientations virtually were held for the month of February 2022, and two (2) vouchers were issued with the assistance of community partners. There are currently an additional 8 vouchers issued and out searching.

**Waiting List:**

Emergency Housing Vouchers: 17 of the 32 Emergency Housing Vouchers have been leased up, 2 are pending calculation/inspection, and 12 are issued and are out searching for housing. 150 regular HCV applications mailed out during the month of February, 54 households are out searching for units, 63 applicants are pending documentation or final approval, 1 applicant is pending a hearing, 6 units approved and pending inspection, and 14 pending lease-up.

**Department Initiatives:**

In the HCV Program, there are currently 1,722 vouchers housed in all its programs. 37 participants are with the Shelter Plus Care Program (S+C), 65 are housed under the Permanent Supportive Housing Program (PSH), 17 are housed under the Emergency Housing Voucher Program (EHV), 133 are housed under the HUD-Veterans Affairs



Supportive Housing (VASH) 26 at Waverly Place, 30 are housed at Hildebrandt Park, 8 are housed under the Holy Cross transitions, 12 are housed under the Holy Cross Rapid Rehousing (HCRR), 46 are housed under the Holy Cross Permanent Supportive Housing (HCPSH) and 1,348 are housed under the Housing Choice Voucher Program.

### Voucher Utilization

January Voucher Program Total Units	1,863
January Traditional HCV Utilization	1481
January % Utilized Units	79%

February Voucher Program Total Units	1,863
February Traditional HCV Utilization	1481
February % Utilized Units	79%

### Voucher Disbursement

HUD January HAP Disbursement	\$895,656
LHC January HAP/UAP Disbursement	\$869,694
% Voucher Funding Utilization	91%

HUD February HAP Disbursement	\$913,838
LHC February HAP/UAP Disbursement	\$896,329
% Voucher Funding Utilization	98%
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 a 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 2022. 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 thirty-three (33) 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 50<sup>th</sup> 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 February 28, 2022, the reporting rate is 99%. 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 79%. 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 2/28/2022.

**March 23, 2022**

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**

**February 2022 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 February. 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 February. 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 February, PH scattered sites had a total of 126 open work orders.

**LaRoy Froh occupancy** was 89% at the end of February. 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 January, LaRoy Froh had a total of 108 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
<b>Totals</b>	<b>406</b>	<b>386</b>	<b>95%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**RENT COLLECTION:**

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
PH Scattered Sites	\$ NA	\$ NA	\$ NA	TBD
LaRoy Froh	\$ 15,921	\$ 17,630	\$ 0	111%
<b>Totals</b>	<b>\$ 15,921</b>	<b>\$ 17,630</b>	<b>\$ 0</b>	<b>186%</b>





**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	236	10-27-21	\$1200	Carpentry work being assigned for completion
2119 Forest	2	11-30-21	90	1-30-22		Cleaning getting done
5840 Pheasant	3	7-1-21	236	10-22-21	TBD	Carpentry work being assigned for completion
4343 Glenburne	2	3-12-21	336	10-27-21	\$1250	Applicant assigned
4151 Glenburne	2	9-16-20	481	9-9-21	\$1275	Processing/pulling applications
2165 Forest	2	3-2-21	402	10-22-21	\$1800	Carpentry work being assigned for completion
124 Howe	4	6-23-21	241	9-15-21	\$2250	Complete restoration required
1507 Robertson	3	2-10-21	396	9-11-21	\$1675	Move in scheduled for 9-22-21
636 Hayford	3	6-24-21	223	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	351			Completing Rehab
2212 Reo	3	10-22-20	523			
2440 Reo	3	11-19-20	485			
2508 Reo	3	2-10-21	381			
2220 Reo	3	4-30-21	304			
2520 Reo	2	4-30-21	304			
2224 Reo	5	4-28-21	304			
2448 Reo	4	4-25-21	308			
2536 Reo	2	9-12-21	161			
2534 Reo	3	11-19-21	108			
2532 Reo	3	11-5-21	114			

