

Agenda

Lansing Housing Commission

May 4, 2022

1. Call to Order
 - a. Roll Call
 - b. Approval of Minutes of March 23, 2022
 - c. Public Comment – limit 3 minutes per person
2. Action Items:
3. Informational Items:
 - a. Finance Report March 2022 Steven Raiche
 - b. Housing Choice Voucher March 2022 Jennifer Burnette
 - c. Asset Management Report March 2022
 - 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. Adjournment.



Minutes of March 23, 2022

Commissioner Henry called the meeting to order at 5:31 p.m. Mr. Fleming, called the roll.

PRESENT AT ROLL CALL: Commissioners Emma Henry, Don Sober, Loria Hall, Heather Taylor joined at 5:45 pm, Ashlee Barker absent

STAFF:

Douglas Fleming

Marcus Hardy

Kim Shirey

Jennifer Burnette

Steven Raiche – Contractor

Guests: None

Commissioner Hall moved and Commissioner Sober seconded a motion to approve the minutes of the February 23, 2022, commission meeting. **The Motion was approved by all members present.**

Action Items:

Resolution 1334 – approval of contract amount between LHC and Habitat for Humanity Capital Region.

- Contract for Habitat for Humanity funds that we will be using to fix up the DeMinimus houses that have been removed from Public Housing as a result of our last closing at LaRoy Froh. Habitat for Humanity has a construction management group that we are contracting with to bring them up to Habitat standards. The long-term goal is that they have low-income residents that are ready to purchase these homes by working with MSUFCU on the mortgage. We will be investing money up front to fix the homes up and once they are sold, we will get repaid out of the proceeds of the house due to the fact that the homes have no debt owed. Some homes the scope of work is below the value which means after our investment for repairs we will make a profit. Others have a scope of work that will be above the value, and we may come up short on some of those homes. Overall, we should profit, but may lose some money on some individual homes as we bring them up to standard for the home buyer. We are currently at a partnership of moving 7 of the homes to homeownership.



Commissioner Hall moved and Commissioner Sober seconded a motion to approve the contract amount. **This motion was approved by all members present.**

Resolution 1335 – approval of Collective Bargaining Agreement between LHC and LHC Employees' Chapter of Local 1390.11.

- Collective Bargaining Agreement ended on December 31, 2021. There have been negotiations taking place since that date for a few minor changes. There was an agreement of a 3.5% increase over the next three years beginning January 1, 2022, this change will be retroactive once approved. Another 3.5% raise will take effect in January 2023 and January 2024. We have also added a new position titled Maintenance I. We have a current intern that meets the criteria to transition to this position. This position would be lower level than an employee that could hire in as maintenance and work independently. This would allow an additional training period and provide the employee with full-time benefits at a lower wage to start. In regard to holiday pay, an employee that works on a holiday including on-call, call-ins will receive double-time holiday pay for the purpose of this, a holiday is identified as the day the holiday is on not the day it is observed per Section 16.3 of the agreement. Juneteenth has also been added as a paid holiday.

Commissioner Sober moved and Commissioner Hall Seconded the motion to approve the Collective Bargaining Agreement. **This motion was approved by all members present.**

Informational Items:

Finance Report February 2022

Steven Raiche

- Director Fleming and Steve had a phone conference call with Emma and Ashley on Monday to speak about a variety of things. Overall, we are 8 months into our fiscal year with no significant concerns financially.
- When we sold South Washington Park approximately a year ago, we had a higher receivable balance that we held on to in hopes of collecting that, but at this point in time, we do not feel we can justify keeping that on our books so that \$30,000 was written off in the month of February.



Housing Choice Voucher February 2022

Jennifer Burnette

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

- LHC issued fifteen (15) vouchers in the month of February. We had two (2) VASH orientations held virtually for the month of February 2022 two (2) vouchers were issued with the assistance of community partners. There are currently an additional 8 vouchers issued and out searching.
- Emergency Housing Vouchers: 17 of the 32 Emergency Housing Vouchers have been leased up and are housed, 2 are pending calculation or inspection. We have 12 that are issued and are out searching for housing.
- 150 regular HCV Applications mailed out in February are pending return, 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 inspections, and 14 pending leased up.

Asset Management Report – February 2022

Public Housing (PH) Scattered Sites – Marcus Hardy

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

There are 9 vacancies, two of which are ready for lease-up and should be occupied in the next week. The other 7 we are working on occupancy. There are 130 open work orders. The majority of those are City Inspection items that are getting ready to be closed.

Discussion Items:

- Section 18 Update
 - We have moved to a letter of intent with the buyers that Sam discussed last month. We are waiting for a letter with the final terms of what the agreement will be and making some changes along the way. There are also ongoing discussions with HUD relative to the voucher that we are going to award the new buyers so that the tenants that are living there will be able to continue to live



there which is what the intent of this Board and what the city wanted so we are working on that. We do have to put out an RFP for those project-based vouchers per HUD guidelines which will be issued in the next few weeks. We will also be proceeding forward with the terms of the letter of intent so that once the RFP is complete, we will already have buyer terms lined up. We do not have a sale date yet, there is also some environmental work that is being completed and that the City of Lansing will need to sign off on. That continues to move forward with conversations regularly about what they need and that what we are providing is sufficient so that they can sign off on that part which is also required by HUD as part of the process.

- RAD Construction Update
 - We closed on LaRoy Froh. There are financial implications to that as there were in the first 3 closings. Traditionally we will provide a rundown of the financial implications of that closing which will be provided at the April meeting. It was a smooth closing and similar to the closing of Hildebrandt Park closing. Director Fleming is very happy with the staff; this is our 4th RAD closing in 18 months which is a tremendous accomplishment. Not just a fact that we have closed, had financial impacts on the organization, but they are all under construction now with LaRoy Froh beginning construction within the next 30 days. This summer we will have all 4 under construction meaning new units, new utilities, and other upgrades that will impact our residents which is the ultimate goal of RAD. We will continue to have weekly staff meetings with key partners, but now they will be focused on operations and construction deadlines.
 - Capital City has 117 units completed, making great progress. 21 units will be turned over to the contractors in mid-April. There will then be 25 units remaining to be renovated with start dates in May and June. The addition has become slightly problematic as we begin to move the office from the back of the building to the front of the building with an addition because it has been determined that the soil is not sufficient which means we must modify with some supports that will need to be installed in the ground to support the addition. Once we began to dig for those supports, we found several lines that were in the way that is going to require moving the supports to be sure we are not cutting any of those lines. Even after making those adjustments, we do still need to move an electrical line in order for it to work which will add a \$15,000 change order to complete that



addition. The laundry room and lounges are now under renovation. New LED lights have been installed in some corridors, also replacing the ceiling grids. All units are expected to be completed by July 2022 at which time we will begin working on the front office, hallways, lounges, and converting the old office into a community space. This will include the new kitchen and meeting rooms.

- At Waverly Park, the final 6 residents are scheduled to be moved to their renovated units in April. Those vacant units that they moved from will be the last of the units under construction. Landscaping and site fencing will begin next week weather permitting. Expected site completion will be late summer or early fall. At that time, we plan to have a grand re-opening for the Board, elected officials, etc. We are about 60 days behind on that project, but they are working towards closing that gap.
- Hildebrandt Park is having a slow start due to some supply chain issues, but we are now under construction and close to completing the first round of units. Once those are completed, we will move tenants into those new units and begin the process of renovating the now vacant units.
- LaRoy Froh as stated just closed last week and has begun mobilizing and delivering materials. The first two buildings have been vacated so construction will begin as soon as they have all supplies and equipment on location.

Other Items:

- Commissioner Sober asked for an update on Oliver Gardens.
 - Director Fleming stated that we are continuing to look at a variety of tax credit deals which would include both renovations and additional units. However, that submission will not take place until October. The earliest we would have any construction out there would be the 4th quarter of 2023.
- Commissioner Henry asked for an update on the Capital City wait list opening.
 - Marcus updated that the list closed with approximately 100 applicants and the processing of those applications has begun. Of those 100 there were 17 that met the elderly or near-elderly preference. This is in addition to the 30 that we had previously.



- Kim Shirey stated that this afternoon we received a notice from HUD that our request for a waiver to complete this year's SEMAP for HCV has been waived. SEMAP is HUD's way of measuring how a PHA is operating within the rules and regulations of the program. All PHA's were given the opportunity to request this waiver again this year. Jennifer put together the request and we received the approval today to waive this year's SEMAP submission.

Executive Director's Comments:

Activities

Capital Projects

- We have been approached by some developers about buying a local building here in town and doing some renovations. As we discussed in the long-range planning, our next phase after closing RAD is to begin to explore other kinds of affordable housing development deals in the City of Lansing.

Development Activities

- Stadium North and Stadium Senior have run into a few roadblocks. These were tax credit funded and after getting construction numbers they come back about 1M over the budget they submitted for each phase. This is due to the changes in cost since the submission of those tax credits. They are working to find some gap financing etc. and exploring options to move forward.

Other Activities

- Fire Restoration at 405 Cherry Street; the plans are complete and have been submitted to the City of Lansing for them to sign off on those plans. We are currently getting construction bids for that work at the same time.
- Holy Cross grants
 - In the last 12 months, Director Fleming has had a meeting with the City of Lansing, and frustrations continue as we still do not have numbers for those grants. We are being very conservative with what we are doing. Kim and Jennifer are working to move those grants forward in a positive manner until we can get the data needed from the City of Lansing. At this time, they have not committed to when that data will be provided. Director Fleming has met with the Mayor and the Director of the Department to attempt to obtain the necessary information with no success at this time.



- Director Fleming stated that he met with Kim and Jennifer today to discuss how they work with Landlords to do recruitment and incentivize their participation with the HCV program. HUD has set a national goal for HCV utilization at 98% of funds allocated which is a substantial number, but they recognize the challenge that has presented itself with today's market rental rates.
- The city has notified us that there is a pink-tagged building, which means nobody can move into the building, but those that are living there currently do not have to vacate. There are deficiencies that have been identified which must be repaired within a specified timeframe for the tag to be removed. They are now moving forward with red-tagging, the building will be closed. The city has contacted us to inform us it could be closed in early April. We have 8 tenants in that building that we are working to assist with securing new housing. This is a prime example of why we need to continue to develop additional affordable housing.

Other Items: none

President's Comments:

- A lot has happened here in the past 18 months and the agency continues to work hard with opening waiting lists, construction, taking more grants, etc. Congrats to the staff for all their hard work.

Public Comment: limit 3 minutes per person

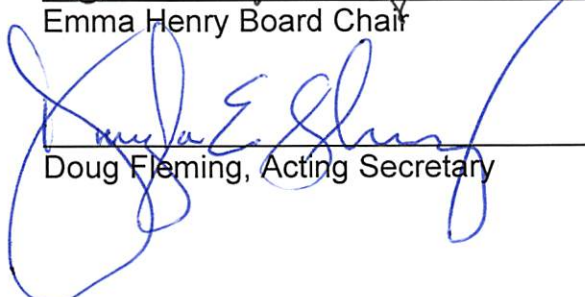
Other Business: none

Adjournment: The meeting was adjourned at 6:07 p.m.



Emma Henry Board Chair

Date 5-5-2022



Doug Fleming, Acting Secretary

Date 5-5-2022

Lansing Housing Commission
Summary Results for March FY2022

Description	LIPH Total	COCC	HCV Admin	HCV	BA
REVENUE:					
Total Revenue Variance - Fav (Unfav)	40,376	(37,690)	18,766	54,822	(351,577)
Tenant Revenue Variance	(1,690)	-	-	-	-
HUD Revenue Variance	40,506	5,758	2,126	54,415	-
Capital Fund Income	7,350	-	-	-	-
Other Income	(5,791)	(43,448)	16,640	407	(351,577)
Other	-	-	-	-	-
Budgeted Revenue	175,578	82,625	90,552	965,550	586,000
% Variance fav (unfav)	23%	-46%	21%	6%	0%
EXPENSES:					
Total Expense Variance Unfav (Fav)	146,176	(35,315)	27,839	34,782	50,433
Salary Expenses	2,642	(25,330)	6,442	-	-
Employee Benefit Expenses	14,858	(10,032)	5,017	-	-
Utilities	39,674	(811)	(133)	-	-
Write-offs	13,029	-	-	-	-
Legal	(1,500)	(500)	-	-	-
Professional Services	15,024	13,545	999	-	-
Admin Services	-	(18,899)	1,842	-	50,386
Insurance	1,560	779	911	-	46
Sundry/Postage/Office Supplies	(671)	(4,660)	2,007	-	-
Management Fee	4,579	-	426	-	-
HAP Expense	-	-	-	34,782	-
Inspections	1,625	604	(743)	-	-
Pilot	4,489	-	-	-	-
Maintenance Costs	38,678	5,467	1,668	-	-
Maintenance Contract - Unit Turns	(925)	-	-	-	-
Other	13,115	4,522	9,404	-	-
Budgeted Expense	336,417	104,081	79,558	965,000	-
% Variance fav (unfav)	-43%	34%	-35%	-4%	0%
Gain(Loss) on Sale of Assets	2,538,919	-	-	-	-
Curr Mo. Actual Net Income (Loss)	\$ (33,430)	\$ (23,831)	\$ 1,920	\$ 20,590	\$ 183,990
YTD Actual Net Income (Loss) Net of CWIP	\$ 987,136	\$ (237,275)	\$ (82,513)	\$ (129,844)	\$ 588,505
Prior YR YTD Net Income (Loss)	\$ 2,078,248	\$ 512,347	\$ 269,124	\$ 45,599	\$ 405,325
Cash Balance - March	\$ 3,484,644	\$ 1,754,627	\$ 1,041,517	\$ 322,347	\$ 794,086
Cash Balance - February	\$ 3,111,624	\$ 1,454,842	\$ 1,083,273	\$ 405,940	\$ 794,086
Cash Balance - June 2021	\$ 1,916,110	\$ 1,350,385	\$ 1,119,729	\$ 465,867	\$ 393,609
Cash Balance - June 2020	\$ 2,579,975	\$ 856,102	\$ 827,066	\$ 496,344	\$ 2,304,225

Lansing Housing Commission
Summary Results YTD for March FY2022

Description	LIPH Total	COCC	HCV Admin	HCV	BA
REVENUE:					
Total Revenue Variance - Fav (Unfav)	1,337,814	(206,747)	17,871	(240,052)	(172,104)
Tenant Revenue Variance	33,696	-	-	-	-
HUD Revenue Variance	687,689	36,079	(49,267)	(246,990)	-
Capital Fund Income	637,107	-	-	-	-
Other Income	(20,677)	(242,826)	67,138	6,938	(172,104)
Other	-	-	-	-	-
Budgeted Revenue	2,947,898	739,937	793,020	8,689,950	850,775
% Variance fav (unfav)	45%	-28%	2%	-3%	-20%
EXPENSES:					
Total Expense Variance Unfav (Fav)	884,701	(191,816)	58,423	(105,258)	60,166
Salary Expenses	84,553	(141,882)	2,039	-	-
Employee Benefit Expenses	94,546	(73,684)	15,785	-	-
Utilities	146,154	(9,864)	(484)	-	-
Write-offs	37,375	-	-	-	-
Legal	(12,370)	305	-	-	-
Professional Services	111,962	26,791	19,864	-	-
Admin Services	7,028	(22,741)	-	-	59,556
Insurance	49,077	(1,241)	2,753	-	-
Sundry/Postage/Office Supplies	7,877	(3,967)	24,757	-	150
Management Fee	40,195	-	(9,852)	-	460
HAP Expense	145,394	-	-	(105,258)	-
Pilot	20,096	-	-	-	-
Inspections	3,410	874	(9,986)	-	-
Maintenance Costs	182,039	22,461	2,040	-	-
Maintenance Contract - Unit Turns	(48,840)	-	-	-	-
Other	16,203	11,131	11,507	-	-
Budgeted Expense	2,413,875	962,280	834,981	8,685,000	30,000
% Variance fav (unfav)	-37%	20%	-7%	1%	-201%
Gain(Loss) on Sale of Assets	4,754,373	-	-	-	-
YTD Actual Net Income (Loss) Net of CWIP	\$ 987,136	\$ (237,275)	\$ (82,513)	\$ (129,844)	\$ 588,505
YTD Budgeted Net Income (Loss)	\$ 534,023	\$ (222,343)	\$ (41,961)	\$ 4,950	\$ 820,775
Prior YR YTD Net Income (Loss)	\$ 2,078,248	\$ 512,347	\$ 269,124	\$ 45,599	\$ 405,325

March Ratios

HCV Ratios		Prior Months	
Number of Vouchers Used	1,786	2/22	\$ 531.53
HCV 8002 Expenses	\$ 996,692.33	1/22	\$ 545.49
Average Cost Per Voucher	\$ 558.06	12/21	\$ 592.25

LIPH Ratios			Prior Months	
	March 2022 Total	PY March Total		
Year-to-Date Occupancy Rate			2/22	93.4%
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	93.4%	95.5%		
Average Revenue Per Occupied Unit			2/22	\$ 371.36
Total LIPH Revenue	\$ 215,953.78	\$ 426,705.75	1/22	\$ 395.63
Average Revenue Per Occupied Unit	\$ 305.88	\$ 644.57	12/21	\$ 1,207.93
Average Tenant Revenue Per Occupied Unit			2/22	\$ 46.54
Total Tenant Revenue	\$ 20,140.96	\$ 74,271.00	1/22	\$ 67.02
Average Tenant Revenue Per Occupied Unit	\$ 53.00	\$ 112.19	12/21	\$ 70.50
Average Cost Per Occupied Unit			2/22	\$ 539.87
YTD Average Monthly Expenses	\$ 366,508.43	\$ 422,505.72	1/22	\$ 577.16
Average Cost Per Occupied Unit	\$ 519.13	\$ 638.23	12/21	\$ 523.14

Company Ratios			
	LIPH	COCC	HCV Admin
Operating Reserves			
Bank Account Balance	\$ 3,484,644.14	\$ 1,754,627.38	\$ 1,041,517.12
YTD Expenses	\$ 3,298,575.83	\$ 770,464.10	\$ 893,403.79
Number of Months	9	9	9
Average Monthly Expenses	\$ 366,508.43	\$ 85,607.12	\$ 99,267.09
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	9.51	20.50	10.49
Prior Months			
2/22	8.16	16.59	12.00
1/22	7.09	18.39	9.47
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 March 31, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 23,077	\$ 92,473	\$ (69,396)	\$ 182,077	\$ 157,966	\$ 65,493
Tenant Revenue - Other	1,733	11,240	(9,507)	8,561	18,147	6,908
Total Tenant Revenue	\$ 24,810	\$ 103,713	\$ (78,903)	\$ 190,638	\$ 176,113	\$ 72,401
HUD PHA Operating Grants	759,497	964,575	(205,078)	1,001,167	1,392,066	427,491
CFP Operational Income	217,153	-	217,153	110,974	-	-
Administrative Fees	-	10,014	(10,014)	-	16,584	6,570
Fraud Recovery and Other	112,263	11,081	101,183	(2,294,069)	18,498	7,418
Total Operating Revenue	\$ 1,113,723	\$ 1,089,382	\$ 24,342	\$ (991,290)	\$ 1,603,261	\$ 513,879
Administrative Salaries	\$ 23,729	\$ 50,034	\$ (26,305)	\$ 75,557	\$ 85,233	\$ 35,199
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	28,069	63,808	(35,739)	181,409	108,986	45,178
Bookkeeping Fees	3,986	9,180	(5,194)	13,105	15,705	6,525
Employee Benefits Contributions - Admin	13,555	20,540	(6,985)	26,394	36,275	15,735
Office Expenses	13,966	28,452	(14,485)	36,617	40,002	11,550
Legal	1,261	7,500	(6,239)	7,575	12,000	4,500
Travel	-	-	-	-	-	-
Other	-	2,550	(2,550)	10,563	4,500	1,950
Tenant Services - Other	-	-	-	1,656	-	-
Water	1,325	8,545	(7,220)	48,900	15,952	7,407
Electricity	1,048	675	373	24,039	1,050	375
Gas	680	9,557	(8,877)	11,107	13,414	3,857
Other Utilities Expense	7,230	34,065	(26,835)	7,258	34,215	150
Ordinary Maintenance and Operations - Labor	11,334	35,284	(23,950)	50,388	59,341	24,057
Ordinary Maintenance and Operations - Material	2,883	5,880	(2,997)	15,077	7,680	1,800
Ordinary Maintenance and Operations - Contract	24,113	103,655	(79,542)	122,996	171,280	67,625
Employee Benefits Contributions - Ordinary	66,568	35,904	30,664	33,563	57,705	21,801
Protective Services - Other Contract Costs	-	-	-	1,461	-	-
Property Insurance	14,185	30,613	(16,428)	14,060	52,605	21,992
Liability Insurance	4,830	11,451	(6,621)	5,376	19,671	8,219
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,560	11,264	(3,704)	4,400	16,106	4,842
Other General Expenses	30,959	6,928	24,031	167,396	11,776	4,848
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	429,803.65	370,588	59,216	-	370,588	-
Payment in Lieu of Taxes	6,606	6,890	(283)	9,788	11,975	5,085
Bad debt - Tenant Rents	82	4,800	(4,718)	11,557	7,800	3,000
Interest Expense	-	-	-	16,781	-	-
Total Operating Expenses	\$ 698,775	\$ 863,938	\$ (165,163)	\$ 902,270	\$ 1,159,634	\$ 295,696
Net Income (Loss)	\$ 414,949	\$ 225,444	\$ 189,505	\$ (1,893,560)	\$ 443,627	\$ 218,183

Lansing Housing Commission
Budget vs. Actual
Hildebrandt
For the Period Ending March 31, 2022

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 147,335	\$ 109,509	\$ 37,826	\$ 230,844	\$ 109,509	\$ -
Tenant Revenue - Other	7,104	6,057	1,047	23,117	6,057	-
Total Tenant Revenue	<u>\$ 154,439</u>	<u>\$ 115,566</u>	<u>\$ 38,873</u>	<u>\$ 253,961</u>	<u>\$ 115,566</u>	<u>\$ -</u>
HUD PHA Operating Grants	841,067	516,506	324,561	1,155,229	619,164	102,658
CFP Operational Income	36,387	-	36,387	414,593	-	-
Administrative Fees	-	994	(994)	-	1,491	497
Fraud Recovery and Other	2,219,300	2,007	2,217,294	11,751	3,693	1,687
Total Operating Revenue	<u>\$ 3,251,192</u>	<u>\$ 635,073</u>	<u>\$ 2,616,120</u>	<u>\$ 1,835,534</u>	<u>\$ 739,914</u>	<u>\$ 104,842</u>
Administrative Salaries	\$ 77,811	\$ 43,853	\$ 33,958	\$ 69,029	\$ 43,853	\$ -
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	68,011	49,214	18,797	219,764	49,214	-
Bookkeeping Fees	9,572	7,133	2,440	18,651	7,133	-
Employee Benefits Contributions - Admin	18,280	19,395	(1,115)	23,396	19,395	-
Office Expenses	28,852	21,395	7,457	30,831	21,395	-
Legal	2,596	7,200	(4,604)	12,274	7,200	-
Travel	-	-	-	-	-	-
Other	5,765	1,440	4,325	6,684	1,440	-
Tenant Services - Other	8,500	4,800	3,700	5,262	4,800	-
Water	70,968	39,002	31,966	93,001	39,002	-
Electricity	17,964	12,000	5,964	25,214	12,000	-
Gas	19,517	7,661	11,856	35,560	7,661	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	65,156	37,460	27,696	65,846	37,460	-
Ordinary Maintenance and Operations - Material	35,183	22,160	13,023	36,376	22,160	-
Ordinary Maintenance and Operations - Contract	153,812	115,750	38,062	215,689	115,750	-
Employee Benefits Contributions - Ordinary	45,863	20,093	25,769	57,612	20,093	-
Protective Services - Other Contract Costs	2,730	1,035	1,695	3,917	1,035	-
Property Insurance	37,544	21,832	15,712	39,168	21,832	-
Liability Insurance	13,138	8,774	4,364	15,249	8,774	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,869	7,742	127	4,878	7,742	-
Other General Expenses	28,722	5,257	23,466	29,387	5,257	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	40,507	139,312	(98,805)	-	-	-
Payment in Lieu of Taxes	16,184	4,485	11,699	13,429	4,485	-
Bad debt - Tenant Rents	7,743	6,000	1,743	9,358	6,000	-
Interest Expense	-	-	-	27,968	-	-
Total Operating Expenses	<u>\$ 787,287</u>	<u>\$ 608,768</u>	<u>\$ 178,519</u>	<u>\$ 1,063,794</u>	<u>\$ 469,456</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 2,463,906</u>	<u>\$ 26,305</u>	<u>\$ 2,437,601</u>	<u>\$ 771,739</u>	<u>\$ 270,458</u>	<u>\$ 104,842</u>

Lansing Housing Commission
Budget vs. Actual
LaRoy Froh
For the Period Ending March 31, 2022

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 138,250	\$ 83,952	\$ 54,298	\$ 156,937	\$ 83,952	\$ -
Tenant Revenue - Other	8,704	5,976	2,728	7,240	5,976	-
Total Tenant Revenue	<u>\$ 146,954</u>	<u>\$ 89,928</u>	<u>\$ 57,026</u>	<u>\$ 164,177</u>	<u>\$ 89,928</u>	<u>\$ -</u>
HUD PHA Operating Grants	1,031,002	612,348	418,654	1,073,158	612,348	-
CFP Operational Income	25,294	-	25,294	414,593	-	-
Administrative Fees	-	1,090	(1,090)	-	-	-
Fraud Recovery and Other	109,211	3,963	105,248	12,659	3,963	-
Total Operating Revenue	<u>\$ 1,312,461</u>	<u>\$ 707,329</u>	<u>\$ 605,132</u>	<u>\$ 1,664,587</u>	<u>\$ 706,239</u>	<u>\$ -</u>
Administrative Salaries	\$ 56,857	\$ 49,198	\$ 7,658	\$ 85,846	\$ 49,198	\$ -
Auditing Fees	8,500	5,665	2,835	5,250	5,665	-
Management Fees	94,850	51,802	43,048	213,294	51,802	-
Bookkeeping Fees	13,434	7,508	5,927	17,714	7,508	-
Employee Benefits Contributions - Admin	10,210	19,410	(9,200)	22,457	19,410	-
Office Expenses	25,219	20,520	4,699	25,068	20,520	-
Legal	4,971	7,200	(2,229)	5,297	7,200	-
Travel	107	-	107	-	-	-
Other	3,319	1,260	2,059	6,823	1,260	-
Tenant Services - Other	10,543	6,000	4,543	3,769	6,000	-
Water	56,995	26,810	30,185	57,078	26,810	-
Electricity	36,901	14,400	22,501	31,415	14,400	-
Gas	43,079	6,440	36,639	35,229	6,440	-
Other Utilities Expense	13,600	-	13,600	17,132	-	-
Ordinary Maintenance and Operations - Labor	95,193	39,958	55,235	49,618	39,958	-
Ordinary Maintenance and Operations - Materia	64,972	20,500	44,472	37,946	20,500	-
Ordinary Maintenance and Operations - Contrac	168,624	55,610	111,014	122,533	55,610	-
Employee Benefits Contributions - Ordinary	73,936	34,405	39,531	50,387	34,405	-
Housing Assistance Payments	-	95,935	(95,935)	-	95,935	-
Protective Services - Other Contract Costs	2,600	1,600	1,000	3,700	1,600	-
Property Insurance	52,481	27,023	25,458	44,681	27,023	-
Liability Insurance	16,421	9,305	7,116	15,514	9,305	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	11,094	7,622	3,472	4,400	7,622	-
Other General Expenses	34,244	5,473	28,771	26,102	5,473	-
Compensated Absences	-	-	-	-	-	-
Payment in Lieu of Taxes	9,394	3,090	6,304	3,844	3,090	-
Bad debt - Tenant Rents	15,982	5,400	10,582	8,161	5,400	-
Interest Expense	-	-	-	16,521	-	-
Total Operating Expenses	<u>\$ 921,523</u>	<u>\$ 522,132</u>	<u>\$ 399,391</u>	<u>\$ 909,777</u>	<u>\$ 522,132</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 390,938</u>	<u>\$ 185,197</u>	<u>\$ 205,741</u>	<u>\$ 754,810</u>	<u>\$ 184,107</u>	<u>\$ -</u>

**Lansing Housing Commission
Budget vs. Actual
South Washington Park
For the Period Ending March 31, 2022**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 15,550	\$ 14,358	\$ 1,192	\$ 222,335	\$ 14,358	\$ -
Tenant Revenue - Other	400	-	400	14,630	-	-
Total Tenant Revenue	<u>\$ 15,950</u>	<u>\$ 14,358</u>	<u>\$ 1,592</u>	<u>\$ 236,965</u>	<u>\$ 14,358</u>	<u>\$ -</u>
HUD PHA Operating Grants	497,703	389,958	107,745	701,644	389,958	-
CFP Operational Income	354,862	-	354,862	110,974	-	-
Administrative Fees	-	3,444	(3,444)	-	3,444	-
Fraud Recovery and Other	108,972	3,513	105,459	(2,329,303)	3,513	-
Total Operating Revenue	<u>\$ 977,487</u>	<u>\$ 411,273</u>	<u>\$ 566,214</u>	<u>\$ (1,279,719)</u>	<u>\$ 411,273</u>	<u>\$ -</u>
Administrative Salaries	\$ 1,312	\$ 2,967	\$ (1,655)	\$ 59,510	\$ 2,967	\$ -
Auditing Fees	5,000	5,775	(775)	5,250	5,775	-
Management Fees	5,240	3,105	2,135	175,328	3,105	-
Bookkeeping Fees	747	450	297	11,942	450	-
Employee Benefits Contributions - Admin	6,764	5,457	1,307	39,113	5,457	-
Office Expenses	12,628	2,566	10,062	29,901	2,566	-
Legal	1,302	600	702	11,103	600	-
Travel	-	-	-	-	-	-
Other	(2,479)	300	(2,779)	1,041	300	-
Tenant Services - Other	-	-	-	6,838	-	-
Water	967	402	565	130,393	402	-
Electricity	-	150	(150)	73,803	150	-
Gas	447	-	447	26,830	-	-
Other Utilities Expense	1,287	-	1,287	1,558	-	-
Ordinary Maintenance and Operations - Labor	1,816	2,245	(430)	79,025	2,245	-
Ordinary Maintenance and Operations - Material	1,345	9,000	(7,655)	26,077	9,000	-
Ordinary Maintenance and Operations - Contract	8,770	7,250	1,520	83,500	7,250	-
Employee Benefits Contributions - Ordinary	6,783	5,401	1,382	60,543	5,401	-
Protective Services - Other Contract Costs	(221)	-	(221)	1,690	-	-
Property Insurance	2,787	2,010	777	35,788	2,010	-
Liability Insurance	1,269	573	697	15,820	573	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	9,142	1,098	8,044	4,877	1,098	-
Other General Expenses	25,791	1,207	24,583	26,803	1,207	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	647,478	366,561	280,917	-	366,561	-
Payment in Lieu of Taxes	2,056	1,321	736	(961)	1,321	-
Bad debt - Tenant Rents	31,268	600	30,668	218	600	-
Interest Expense	-	-	-	3,772	-	-
Total Operating Expenses	<u>\$ 771,499</u>	<u>\$ 419,037</u>	<u>\$ 352,461</u>	<u>\$ 909,562</u>	<u>\$ 419,037</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 205,988</u>	<u>\$ (7,764)</u>	<u>\$ 213,753</u>	<u>\$ (2,189,281)</u>	<u>\$ (7,764)</u>	<u>\$ -</u>

Lansing Housing Commission
Budget vs. Actual
AMP Consolidated
For the Period Ending March 31, 2022

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 324,212	\$ 300,292	\$ 23,920	\$ 792,193	\$ 365,785	\$ 65,493
Tenant Revenue - Other	17,941	23,273	(5,331)	53,548	30,180	6,908
Total Tenant Revenue	<u>\$ 342,153</u>	<u>\$ 323,565</u>	<u>\$ 18,589</u>	<u>\$ 845,741</u>	<u>\$ 395,965</u>	<u>\$ 72,401</u>
HUD PHA Operating Grants	3,129,269	2,483,387	645,882	3,931,199	3,013,536	530,149
CFP Operational Income	633,695	-	633,695	1,051,134	-	-
Fraud Recovery and Other	2,549,747	20,563	2,529,184	(4,598,963)	29,667	9,104
Total Operating Revenue	<u>\$ 6,654,864</u>	<u>\$ 2,843,056</u>	<u>\$ 3,811,807</u>	<u>\$ 1,229,111</u>	<u>\$ 3,460,687</u>	<u>\$ 618,721</u>
Administrative Salaries	\$ 159,709	\$ 146,052	\$ 13,657	\$ 289,942	\$ 181,251	\$ 35,199
Auditing Fees	23,500	22,990	510	21,000	22,990	-
Management Fees	196,170	167,929	28,241	789,795	213,107	45,178
Bookkeeping Fees	27,739	24,270	3,469	61,411	30,795	6,525
Employee Benefits Contributions - Administrative	48,809	64,802	(15,993)	111,360	80,537	15,735
Office Expenses	80,665	72,932	7,733	122,417	84,482	11,550
Legal Expense	10,130	22,500	(12,370)	36,248	27,000	4,500
Travel	107	-	107	-	-	-
Other	6,606	5,550	1,056	25,111	7,500	1,950
Tenant Services - Other	19,043	10,800	8,243	17,524	10,800	-
Water	130,255	74,760	55,495	329,372	82,167	7,407
Electricity	55,913	27,225	28,688	154,471	27,600	375
Gas	63,723	23,658	40,065	108,726	27,515	3,857
Other Utilities Expense	22,117	34,065	(11,948)	-	34,215	150
Ordinary Maintenance and Operations - Labor	173,499	114,947	58,552	244,877	139,004	24,057
Ordinary Maintenance and Operations - Material	104,383	57,540	46,843	115,477	59,340	1,800
Ordinary Maintenance and Operations - Contract	353,319	282,265	71,054	544,718	349,890	67,625
Employee Benefits Contributions - Ordinary	193,149	95,803	97,346	202,104	117,604	21,801
Protective Services - Other Contract Costs	5,109	2,635	2,474	10,768	2,635	-
Property Insurance	106,997	81,478	25,519	133,697	103,470	21,992
Liability Insurance	35,659	30,103	5,556	51,759	38,322	8,219
Workers Compensation	-	-	-	-	-	-
All Other Insurance	35,664	27,726	7,938	18,555	32,568	4,842
Other General Expenses	119,717	18,866	100,851	249,687	23,714	4,848
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	34,240	15,785	18,455	26,100	20,870	5,085
Bad debt - Tenant Rents	55,074	16,800	38,274	29,295	19,800	3,000
Interest Expense	-	-	-	65,042	-	-
Total Operating Expenses	<u>\$ 2,061,295</u>	<u>\$ 1,441,480</u>	<u>\$ 619,815</u>	<u>\$ 3,759,456</u>	<u>\$ 1,737,176</u>	<u>\$ 295,696</u>
Net Income (Loss)	<u>\$ 4,593,569</u>	<u>\$ 1,401,576</u>	<u>\$ 3,191,993</u>	<u>\$ (2,530,345)</u>	<u>\$ 1,723,511</u>	<u>\$ 323,025</u>

Lansing Housing Commission
Budget vs. Actual
COCC
For the Period Ending March 31, 2022

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 356,876	\$ 690,192	\$ (333,316)	\$ 939,726	\$ 789,866	\$ 99,674
Bookkeeping Fees Income	29,472	24,277	5,195	61,411	30,805	6,528
Administrative Fees	71,045	338,168	(267,123)	-	469,742	131,574
Fraud Recovery and Other	75,796	51,500	24,296	64,663	62,000	10,500
Total Operating Revenue	\$ 533,190	\$ 1,104,137	\$ (570,947)	\$ 1,065,800	\$ 1,352,413	\$ 248,276
Administrative Salaries	\$ 162,482	\$ 226,725	\$ (64,243)	\$ 143,158	\$ 304,896	\$ 78,171
Auditing Fees	7,000	5,665	1,335	5,250	5,665	-
Employee Benefits Contributions - Admin	51,146	91,385	(40,239)	40,782	121,355	29,970
Office Expenses	61,726	388,072	(326,346)	40,962	490,752	102,680
Legal	4,805	4,500	305	3,929	6,000	1,500
Travel	4,089	-	4,089	-	-	-
Other	445,028	19,408	425,620	24,936	25,834	6,426
Tenant Services - Other	4,944	-	4,944	-	-	-
Water	1,203	1,627	(424)	1,137	2,185	558
Electricity	6,222	15,400	(9,178)	10,368	19,200	3,800
Gas	1,554	2,120	(566)	1,821	2,820	700
Other Utilities Expense	664	360	304	392	480	120
Ordinary Maintenance and Operations - Labor	37,979	114,618	(76,639)	-	159,240	44,622
Ordinary Maintenance and Operations - Material	326	3,300	(2,974)	111	4,400	1,100
Ordinary Maintenance and Operations - Contracts	36,038	11,770	24,268	26,012	15,010	3,240
Employee Benefits Contributions - Ordinary	13,627	46,049	(32,422)	-	64,121	18,072
Protective Services - Other Contract Costs	-	600	(600)	878	800	200
Property Insurance	6,282	3,609	2,673	1,650	3,609	-
Liability Insurance	1,424	1,393	31	113	1,393	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	456	4,400	(3,944)	4,400	4,400	-
Other General Expenses	339,573	21,279	318,294	293,568	28,044	6,765
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	860	-	-
Total Operating Expenses	\$ 1,186,568	\$ 962,280	\$ 224,288	\$ 600,326	\$ 1,260,204	\$ 297,924
Net Income (Loss)	\$ (653,379)	\$ 141,857	\$ (795,236)	\$ 465,474	\$ 92,209	\$ (49,648)

Lansing Housing Commission
Budget vs. Actual
Housing Choice Voucher
For the Period Ending March 31, 2022

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 9,181,763	\$ 9,478,020	\$ (296,257)	\$ 9,493,908	\$ 12,646,676	\$ 3,168,656
Other Revenue	55,775	-	55,775	5,896	-	-
Fraud Recovery and Other	23,251	4,950	18,301	14,768	6,600	1,650
Total Operating Revenue	<u>\$ 9,260,789</u>	<u>\$ 9,482,970</u>	<u>\$ (222,181)</u>	<u>\$ 9,514,572</u>	<u>\$ 12,653,276</u>	<u>\$ 3,170,306</u>
Administrative Salaries	\$ 342,747	\$ 340,708	\$ 2,039	\$ 265,795	\$ 441,982	\$ 101,274
Auditing Fees	25,000	28,875	(3,875)	26,250	28,875	-
Management Fees	148,752	158,604	(9,852)	149,931	213,335	54,731
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	103,362	90,793	12,569	66,437	117,628	26,835
Office Expenses	172,140	130,474	41,666	136,123	155,742	25,268
Legal Expense	-	-	-	-	-	-
Travel	1,208	-	1,208	-	-	-
Other	346	45,000	(44,654)	(0)	60,000	15,000
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	266	750	(484)	824	1,000	250
Ordinary Maintenance and Operations - Materiz	-	-	-	-	-	-
Ordinary Maintenance and Operations - Contra	37,189	-	37,189	62,146	-	-
Protective services - Other Contract Costs	-	-	-	269	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	21,914	16,005	5,909	12,206	21,450	5,445
Workers Compensation	-	-	-	-	-	-
All Other Insurance	1,245	4,400	(3,155)	-	-	-
Other General Expenses	39,236	19,372	19,864	15,538	24,818	5,446
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	8,579,742	8,685,000	(105,258)	8,464,330	11,580,000	2,895,000
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 9,473,146</u>	<u>\$ 9,519,981</u>	<u>\$ (46,835)</u>	<u>\$ 9,199,849</u>	<u>\$ 12,644,830</u>	<u>\$ 3,124,849</u>
Net Income (Loss)	<u>\$ (212,357)</u>	<u>\$ (37,011)</u>	<u>\$ (175,346)</u>	<u>\$ 314,723</u>	<u>\$ 8,446</u>	<u>\$ 45,457</u>

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

	Period Amount	Balance
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	10,200.30
1010-0000-111111 Chase Checking	108,823.60	806,814.93
1010-0000-112200 Accounts Receivable	2,125.00	5,767.00
1010-0000-112201 Allowance for Doubtful Accounts	(212.50)	(576.70)
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	9,169.40	(24,658.49)
1010-0000-116201 Investments Savings	-	74,168.03
1010-0000-121100 Prepaid Insurance	(2,197.03)	11,058.40
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
TOTAL ASSETS	117,708.47	1,664,028.14
LIABILITIES		
1010-0000-200000 OPEB Liability	-	10,413.00
1010-0000-200300 Pension Liability	-	227,551.00
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	6,397.54	6,928.25
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	(103.00)	9,749.30
1010-0000-211999 Tenant Refunds	(1,677.00)	9,806.50
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	1,213.33	17,134.19
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	-	-
TOTAL LIABILITIES	5,830.87	402,618.01
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	111,877.60	(3,991,686.79)
1010-0003-282000 Income and Expense Clearing	-	(77.99)
1010-1010-282000 Income and Expense Clearing	-	(320.14)
1010-1010-282000 Income and Expense Clearing	-	(72,265.80)
1010-2010-282000 Income and Expense Clearing	-	(75.00)
1010-3000-282000 Income and Expense Clearing	-	2,090,239.82
TOTAL EQUITY	111,877.60	1,261,410.13
TOTAL LIABILITIES & EQUITY	117,708.47	1,664,028.14

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

	Period Amount	Balance
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	36,398.00
1020-0000-111111 Chase Checking	68,799.82	881,758.08
1020-0000-112200 Accounts Receivable	7,026.00	23,111.00
1020-0000-112201 Allowance for Doubtful Accounts	(702.60)	(2,311.10)
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	24,995.02	(21,206.80)
1020-0000-116201 Investments Savings	-	74,168.04
1020-0000-121100 Prepaid Insurance	(2,692.96)	11,412.64
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
TOTAL ASSETS	97,425.28	1,981,658.70
LIABILITIES		
1020-0000-200000 OPEB Liability	-	5,450.00
1020-0000-200300 Pension Liability	-	190,560.00
1020-0000-210000 Construction Costs Payable	-	-
1020-0000-211100 Accounts Payable	11,968.19	14,310.14
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	(281.00)	20,533.00
1020-0000-211999 Tenant Refunds	(247.84)	15,281.87
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	3,363.57	27,342.78
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	-	-
TOTAL LIABILITIES	14,802.92	403,148.82
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	82,622.36	(4,453,606.54)
1020-1020-282000 Income and Expense Clearing	-	(162,850.00)
1020-2010-282000 Income and Expense Clearing	-	(56.25)
1020-3000-282000 Income and Expense Clearing	-	2,465,139.77
TOTAL EQUITY	82,622.36	1,578,509.88
TOTAL LIABILITIES & EQUITY	97,425.28	1,981,658.70

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

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	40,398.00
1080-0000-111111 Chase Checking	101,989.19	1,122,485.32
1080-0000-112200 Accounts Receivable	(18,622.62)	7,140.09
1080-0000-112201 Allowance for Doubtful Accounts	1,862.26	(714.01)
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	16,721.30	(16,756.82)
1080-0000-116201 Investments Savings	-	74,168.03
1080-0000-121100 Prepaid Insurance	(4,575.86)	44,396.96
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
TOTAL ASSETS	97,374.27	5,150,461.36
LIABILITIES		
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	44,391.68	49,863.00
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	(19,861.00)	19,030.00
1080-0000-211999 Tenant Refunds	(12,122.97)	10,363.04
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	654.02	12,733.05
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	-	-
TOTAL LIABILITIES	13,061.73	445,352.52
EQUITY		
1080-0000-280100 Invest C	-	4,031,104.00
1080-0000-280500 Unrestricted Net Assets	-	134,241.63
1080-0000-282000 Income and Expense Clearing	84,312.54	(1,158,435.57)
1080-1080-282000 Income and Expense Clearing	-	(96,075.00)
1080-2010-282000 Income and Expense Clearing	-	(56.25)
1080-3000-282000 Income and Expense Clearing	-	1,794,330.03
TOTAL EQUITY	84,312.54	4,705,108.84
TOTAL LIABILITIES & EQUITY	97,374.27	5,150,461.36

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

	Period Amount	Balance
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	1,777.00
1090-0000-111111 Chase Checking	93,407.92	673,585.81
1090-0000-112000 Accounts Receivable - Operations	-	-
1090-0000-112200 Accounts Receivable	834.00	5,080.60
1090-0000-112201 Allowance for Doubtful Accounts	(83.40)	(508.06)
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	12,058.50	(3,211.79)
1090-0000-116201 Investments Savings	-	74,168.03
1090-0000-121100 Prepaid Insurance	(664.61)	3,793.28
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
TOTAL ASSETS	105,552.41	1,242,270.45
LIABILITIES		
1090-0000-200000 OPEB Liability	-	5,422.00
1090-0000-200300 Pension Liability	-	227,085.00
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	1,846.24	1,998.80
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	-	1,777.00
1090-0000-211999 Tenant Refunds	(893.00)	1,035.00
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	737.67	(2,901.14)
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	-	-
TOTAL LIABILITIES	1,690.91	332,764.80
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	103,861.50	(6,214,638.93)
1090-1090-282000 Income and Expense Clearing	-	(19,923.00)
1090-2010-282000 Income and Expense Clearing	-	(75.00)
1090-3000-282000 Income and Expense Clearing	-	4,008,258.14
TOTAL EQUITY	103,861.50	909,505.65
TOTAL LIABILITES & EQUITY	105,552.41	1,242,270.45

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

	Period Amount	Balance
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	272.79	66,817.43
5005-0000-111111 Chase Checking	351,808.52	1,754,627.38
5005-0000-112500 Accounts Receivable HUD	(528,381.14)	(174,208.02)
5005-0000-112954 Accounts Receivables-Misc	9,481.53	(400,792.09)
5005-1010-115700 Intercompany	(9,169.40)	24,658.49
5005-1020-115700 Intercompany	(24,995.02)	21,206.80
5005-1080-115700 Intercompany	(16,721.30)	16,756.82
5005-1090-115700 Intercompany	(12,058.50)	3,211.79
5005-4001-115700 Intercompany	(38,855.37)	854,333.74
5005-8001-115700 Intercompany	(32,750.39)	73,135.17
5005-8002-115700 Intercompany	(104,182.31)	(8,992.17)
5005-8005-115700 Intercompany	(4,155.89)	(10,585.70)
5005-8010-115700 Intercompany	(14,769.96)	26,958.21
5005-8020-115700 Intercompany	-	-
5005-8021-115700 Intercompany	(36,404.34)	12,977.80
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	(778.58)	3,148.48
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
TOTAL ASSETS	(461,659.36)	3,053,393.73
LIABILITIES		
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	(21,547.32)	16,609.39
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	(176.60)	(1,602.20)
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	-	-
TOTAL LIABILITIES	(21,723.92)	273,307.17
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	(439,935.44)	2,423,249.94
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	(439,935.44)	2,780,086.56
TOTAL LIABILITIES & EQUITY	(461,659.36)	3,053,393.73

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
8001-0000-111111 Chase Checking	(41,756.16)	1,041,517.12
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	(83,592.71)	322,347.29
8002-0000-112200 Accounts Receivable	-	-
8002-8002-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	2,966.15
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	32,750.39	(73,135.17)
8002-5005-115700 Intercompany	104,182.31	8,992.17
8001-0000-121100 Prepaid Insurance	(2,726.44)	13,631.19
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
TOTAL ASSETS	<u>8,857.39</u>	<u>1,463,291.65</u>
LIABILITIES		
8001-0000-200000 OPEB Liability	-	14,897.00
8001-0000-200300 Pension Liability	-	234,571.00
8001-0000-210000 Construction Costs Payable	-	-
8001-0000-211100 Accounts Payable	(13,651.96)	11,620.66
8002-0000-211100 Accounts Payable	-	-
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	-	-
TOTAL LIABILITIES	<u>(13,651.96)</u>	<u>491,267.69</u>
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	1,919.75	955,750.41
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	-	522,753.00
8002-0000-282000 Income and Expense Clearing	20,589.60	66,287,470.25
8002-8002-282000 Income and Expense Clearing	-	(66,634,287.79)
TOTAL EQUITY	<u>22,509.35</u>	<u>972,023.96</u>
TOTAL LIABILITIES & EQUITY	<u>8,857.39</u>	<u>1,463,291.65</u>

May 4, 2022

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

March 2022 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 in the FSS program. We have a pending file audit for one possible graduate. Our new FSS Coordinator has completed 89% of her training and we will begin the process of expanding the program over the next 30 days.

HCV Orientations:

LHC issued thirty-six (36) vouchers in the month of March.

Four (4) VASH orientations virtually were held for the month of March 2022, and four (4) vouchers were issued with the assistance of community partners. There are currently an additional 9 vouchers issued and out searching.

Waiting List:

Emergency Housing Vouchers: 18 of the 32 Emergency Housing Vouchers have been leased up, 2 are pending calculation/inspection, and 11 are issued and are out searching for housing. 150 regular HCV applications were mailed out during the month of March, 72 households are out searching for units, 41 applicants are pending documentation or final approval, 0 applicants are pending a hearing, 11 units are approved and pending inspection, and 4 are pending lease-up.

Department Initiatives:

In the HCV Program, there are currently 1,736 vouchers housed in all its programs. 36 participants are with the Shelter Plus Care Program (S+C), 64 are housed under the



Permanent Supportive Housing Program (PSH), 17 are housed under the Emergency Housing Voucher Program (EHV), 131 are housed under the HUD-Veterans Affairs Supportive Housing (VASH), 20 at Waverly Place, 29 are housed at Hildebrandt Park, 29 at LaRoy Froh, 8 are housed under the Holy Cross transitions, 19 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

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

March Voucher Program Total Units	1,863
March Traditional HCV Utilization	1463
March % Utilized Units	79%

Voucher Disbursement

HUD February HAP Disbursement	\$913,838
LHC February HAP/UAP Disbursement	\$896,329
% Voucher Funding Utilization	98%

HUD March HAP Disbursement	\$914,256
LHC March HAP/UAP Disbursement	\$881,581
% Voucher Funding Utilization	96%
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 five (5) 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 March 31, 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 (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, 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.

Participants w/ Escrows

PIC Scoring	Internal Scoring
N/A	5

*Please note all PIC data is of 3/31/2022.



May 4, 2022

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

March 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 March. 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 March. There were zero (0) household moved in, zero (0) resident moved out, and one (1) unit transfers. The total units occupied was 297 which equals 97%. At the end of March, PH scattered sites had a total of 126 open work orders.

LaRoy Froh occupancy was 89% at the end of March. 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%.



OCCUPANCY:

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

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
PH Scattered Sites	\$ NA	\$ NA	\$ NA	TBD
LaRoy Froh	\$ 21,052	\$ 19,236	\$ 0	91%
Totals	\$ 21,052	\$ 19,236	\$ 0	91%

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	266	10-27-21	\$1200	Carpentry work being assigned for completion
2119 Forest	2	11-30-21	120	1-30-22		Cleaning getting done
5840 Pheasant	3	7-1-21	266	10-22-21	TBD	Carpentry work being assigned for completion



4343 Glenburne	2	3-12-21	366	10-27-21	\$125	Applicant assigned
4151 Glenburne	2	9-16-20	511	9-9-21	\$1275	Processing/pulling applications
506 Chestnut	2	3-16-22	14	5-15-22		
124 Howe	4	6-23-21	271	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
400 Dadson	3	9-1-21	210	4-28-22	\$1600	Complete
935 Dakin	4	1-30-22	60	5-15-22		
4025 Glenburne	2	2-1-22	58	5-15-22		
127 Northrup	3	2-11-22	47			
4640 Christianson	3	6-22-21	251			

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	382			Completing Rehab
2212 Reo	3	10-22-20	553			
2440 Reo	3	11-19-20	515			
2508 Reo	3	2-10-21	411			
2220 Reo	3	4-30-21	334			
2520 Reo	2	4-30-21	334			
2224 Reo	5	4-28-21	334			
2448 Reo	4	4-25-21	338			
2536 Reo	2	9-12-21	191			
2534 Reo	3	11-19-21	138			
2532 Reo	3	11-5-21	144			

