

Agenda

Lansing Housing Commission

April 26, 2023

1. Call to Order
 - a. Roll Call
 - b. Approval of Minutes of March 22, 2023
2. Public Comment – limit 3 minutes per person
3. Action Items:
 - a. Unanimous Consent Resolution for the sale of 127 W. Northrup Street
 - b. Resolution No 1349 – Approval for Siding, Gutters, Soffit, and Fascia on all 7 buildings at Forest with NHI
4. Informational Items:
 - a. Finance Report March 2023 Steven Raiche
 - b. Housing Choice Voucher March 2023 Jennifer Burnette
 - c. Asset Management Report March 2023
Scattered Sites Christy Kavanaugh
5. Discussion Items:
 - a. Section 18 update
 - b. Riverview 220 Tax Credit Project
6. Other Items:
7. Executive Director's Comments
8. Deputy Director Comments
9. President's Comments
10. Adjournment.



Minutes of March 22, 2023

Commissioner Henry called the meeting to order at 5:33 p.m. Mr. Fleming called the roll.

PRESENT AT ROLL CALL: Commissioners Emma Henry, Don Sober, Ashlee Barker, Loria Hall, and Heather Taylor (arrived at 5:57 pm).

STAFF:

Kim Shirey

Jennifer Burnette

Steven Raiche

Douglas Fleming

Guests: None

Commissioner Barker motioned and Commissioner Hall seconded a motion to approve the minutes of the February 22, 2022, commission meeting. **The Motion was approved by all members present.**

Motion to accept the amended agenda adding two houses for sale.

Commissioner Hall motioned and Commissioner Barker seconded a motion to approve the amended agenda adding two houses for sale. **The Motion was approved by all members present.**

Public Comment: limit 3 minutes per person

Action Items:

- Unanimous Consent Resolution for the sale of 127 W. Northrup Street

This is a de minimis house. An outreach organization called Love the City wants to buy this house. They want to house some of their people with their organization at market price.

Commissioner Barker motioned and Commissioner Hall seconded to have this vote tabled until the next board meeting so they could have more information. **The Motion was approved by all members present.**

- Unanimous Consent Resolution for the sale of 3021 Delta River Drive

This is the next Habitat house. This house is a resident that already lives in this house.

They were already going through the process with Habitat to purchase a home. They will

move while Habitat rehabs the house then move back in when done as homeowners. We will need a signed contract with Habitat for Humanity before the completion of the sale. The language of having reviewed the purchase agreement will be removed.

Commissioner Henry motioned and Commissioner Hall seconded to approve. **The Motion was approved by all members present.**

Informational Items:

Finance Report February 2023

Steven Raiche

- A little over a half a million from our capital fund operating subsidy was brought down to our LIPH program. It brings all our AMPS positive for the year.
- The banking industry is failing. 99% of our funds are with JP Morgan Chase bank. We are a part of an agreement with JP Morgan that we are backed with a specific collateral since we are over the limit of the FDIC funds for insurance.
- Some of the profits from the sale of section 18 properties will be reinvested at a 4% rate of return.

Housing Choice Voucher February 2023

Jennifer Burnette provided a brief overview of the March 2023 HCV Reports

- During the month of February, we have added 2 new Family Self Sufficiency participants. We have conducted 7 orientations in the month of February with 2 additional graduates. 6 regular housing choice vouchers were issued in the month of February. 2 VASH orientations and 2 VASH vouchers issued with 4 out searching. We had 28 of our 32 emergency Housing Vouchers issued and leased up, 2 that are pending a RIFTA calculation with 2 that are out searching for housing. 23 out searching for our regular HCV. 71 files pending final approval to receive their voucher. 42 files were pending inspection or lease up and 1 pending a hearing.

Asset Management Report February 2023

Public Housing (PH) Scattered Sites – Christy Kavanaugh

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

The work orders are down 22% from last month. The team have been doing a great job. We are doing appointments for leasing and certifications. The appointments are scheduled for next week. Then they will reschedule anyone that misses their appointment.

Discussion Items:

- Section 18 update. Yesterday we signed the purchase agreement with SK Lansing effective for a 4-1-23 closing. The money will be put into escrow next week. It is moving forward after months the end is near. 191 units.
- 40 units are being sold to the residents that indicated they wanted to buy their house. We have 10 that are ready to purchase. That application is still out there. We have been going back and forth with HUD. There are questions that HUD still has. They gave it to a different review person, so we are having to answer basically the same questions over again that were already answered on the first application. We are very close to having these questions answered. This will force the residents who wanted to purchase the houses into action. The houses that are not purchased by the residents will be sold to SK Lansing.
- We have established Capital City Property Management LLC and we now have insurance for the company. We have all the licensing we need; we have a broker in place to be registered for the company. The company will be ready to go on April 1 as well. A budget has been established that will be presented to SK Lansing.
- Commissioner Henry asked how many of the 40 houses are going to be sold to residents. Doug said that a solid 12 is pre-qualified to purchase. SK Lansing will purchase the remaining houses that the residents are not able to purchase.

Other Items: None

Executive Directors Comments:

Development Activities

- Stadium North and Stadium North Senior property are moving dirt starting construction.
- Riverview 220 – we will submit a 9% application. We are close to having that application done for the April 3rd submission. There is a gap in funding for this project. We are going to provide the funding for this gap we will get about 4% interest for this project, which is the same level of interest we were looking at for the investments. The timeline will be discussed in the following board meetings.

- I have also met with a local developer PK Housing about a joint arrangement very similar to the Stadium North Stadium North Senior deal offering an East Lansing location. They have some property downtown East Lansing that they are looking to do some affordable housing on. PK Housing is looking to submit an application in April as well. I don't think that is going to happen because everyone is quitting over there in East Lansing. Probably be in October submission.
- We had a RAD meeting with our Forest residents as well. We are submitting an application to MSHDA. We are talking about transferring assistance from Forest to Riverview 220 so the Forest residents will have the option to move down here to that development or stay where they are with a voucher. We will have visual models for the Riverview 220 units for the next board meeting.
- FYI, we took NEF out of Oliver Gardens project deal. It was the end of the tax credit. We do not have to worry about NEF anymore. We will be looking at Oliver Gardens to do some renovations.
- The legal action about a young man that claimed the water heater blew up at Forest has been released.
- Employee benefits renewal period is going on. The agency's cost went up around \$10,000 but we kept the employee pricing the same. LHC will absorb the additional costs.

Other Activities:

Other Items:

The question was asked if the section 8 wait list is open. It is not open currently. MSHDA is opening their wait list just not in this county. The low income wait list is not open either. Capital City Apartments wait list is open currently.

President's Comments:

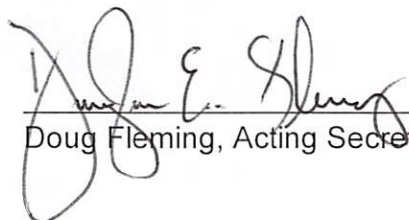
Other Business:

Adjournment: The meeting was adjourned at 6:47 p.m.



Emma Henry Board Chair

Date 4/26/23



Doug Fleming, Acting Secretary

Date 4-26-23

**UNANIMOUS CONSENT RESOLUTION OF
COMMISSIONERS OF LANSING HOUSING COMMISSION REGARDING
SALE OF 127 W. NORTHRUP STREET**

We, being all of the Commissioners, of LANSING HOUSING COMMISSION, a Michigan public housing agency (the "Company"), pursuant to a Meeting of Commissioners of the Company held, pursuant to the Bylaws, on _____ (the "Consent Effective Date"), consent to the following resolutions and actions ("Consent"), with such Consent to have the same force and effect as a unanimous vote, to be effective as of the Consent Effective Date.

RESIDENTIAL PURCHASE AGREEMENT RESOLUTION

RESOLVED, the Company is authorized, empowered, and directed to sell 127 W. Northrup Street, Lansing MI 48911, as contemplated by the Residential Purchase Agreement by and between the Company, as Seller, and **Love the City Inc.**, as Purchaser ("Purchase Agreement")

RESOLVED FURTHER, **Douglas E. Fleming** (the "Authorized Officer"), is authorized, directed, and empowered to do the following:

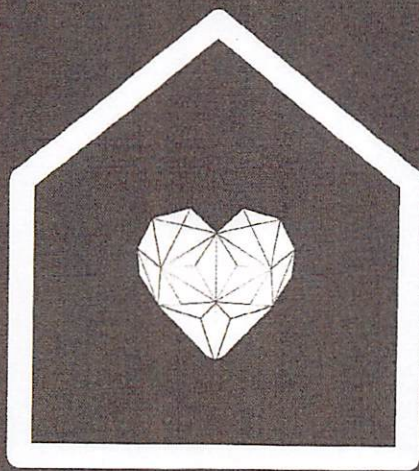
To execute and deliver the Purchase Agreement and to take any and all actions necessary to consummate the transactions contemplated by the Purchase Agreement, including executing and delivering on behalf of the Company such other documents that are necessary, advisable, or appropriate, and such certificates, transfer documents, deeds, instruments, and additional agreements as may be necessary, advisable, or appropriate to effectuate the transactions contemplated by the Purchase Agreement (collectively, the "Transaction Documents"), together with such changes, amendments, or deletions as the Authorized Officer, shall in his discretion consider necessary, advisable, or appropriate; it being understood that the execution of such Transaction Documents by the Authorized Officer, with such changes, additions, or deletions shall be conclusive evidence of such discretion having been exercised and approved;

RESOLVED FURTHER, all actions previously taken by the Authorized Officer or any other Officer or Agent of the Company in connection with the negotiations of the transactions that are the subject of the Purchase Agreement are ratified and approved in all respects;

Submitted by:

Dated:

Emma Henry, Chair



HOMES FOR "THE ONE" PROPOSAL

Prepared by

City Life Lansing
47-3045348
www.citylifelansing.com

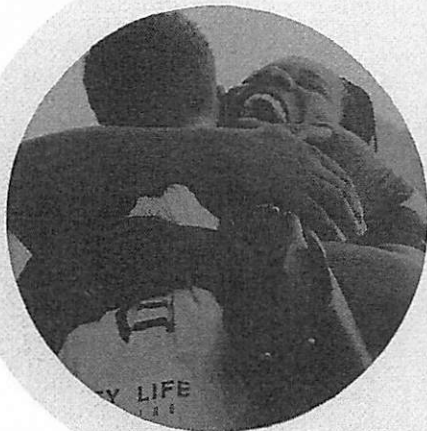
Love the City
86-4000531
www.lovethecity.org

Prepared for

**Lansing Housing
Commission**

City Life Lansing (Love the City) is honored to be considered, in serving the people and neighborhoods of Lansing, through a housing partnership and acquisition with the Lansing Housing Commission. We bring to everyone in the community, a message "You are loved, belong, and have purpose." Our efforts will continue to connect people and build bridges through education, employment, emergency support, empowerment, and entrepreneurship. Having properties donated and acquired will further serve the residents of Lansing through this mission.

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ASK

1. **15 HOMES DONATED** for our Block Leaders to Love the City.

- Our Block Leaders will live on-site for free to be able to run our Love the City programs in neighborhoods.

2. **15 HOMES PURCHASED AT DISCOUNTED PRICE** from Lansing Housing Commission.

- We will empower the families who live there through the Voucher Program and help maintain the properties to make "The One" feel home.
- We aim to help families become homeowners one day.

3. **10-50 HOMES PURCHASED** with our community partners.

- Purchasing additional homes with the goal of serving the community and residents with help from our partners. Our partners will provide the capital needed for the acquisitions.

***Preferred Homes:** Reference *Home List Priority Scale* for preferred homes close to our current initiatives and programs.

WHY

NEIGHBORHOODS - To impact lives right where life happens most - in the home, live in close proximity, and discovering what is the best plan of action with authentic relationships. Lansing is one of the top 100 cities with single parent homes in the nation (cities of 50,000+ population).

SCHOOLS - Education is a key factor to create opportunity, and the earlier the community involvement the better, to help serve individuals. A city's economic success correlates with graduation rates.

VIOLENCE - Crime in Lansing has been on the rise. FBI released (September 2021) that Lansing has the 9th highest violent crime rate in the country. Our programs and initiatives provide constructive alternatives for individuals in Lansing with a message of that you are Loved, Belong, and have Purpose through (*The Five E's*).

HEARTBEAT & GAME PLAN FOR HOMES

FOR EVERYONE TO KNOW THEY ARE LOVED, BELONG, AND HAVE PURPOSE

LOVED

Our “Block Parties” in Lansing Neighborhoods are events to let people know they are loved. Love is the most powerful force in the universe.

BELONG

With consistent touch-points, we help foster a safe space for people to be themselves and connect in community.

PURPOSE

We coach and empower individuals (“The One”) with *(The Five E’s)* to discover their purpose and take the next steps to walk that out.

THE FIVE E’S - PURPOSE

1.

EDUCATION

2.

EMPLOYMENT

3.

EMERGENCY

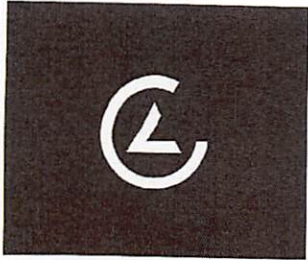
4.

EMPOWERMENT

5.

ENTREPRENEURSHIP

ABOUT



CITY LIFE LANSING - WWW.CITYLIFELANSING.COM

Vision: A Good News Church

Mission: Loving the City One Life at a Time

- Launched in 2015 at Pattengill Middle School (Now Lansing Eastern High School)
- Currently, meeting in the Alfreda Schmidt Community Center (Harry Hill)
- Sunday Experience, Groups, Love the City
- Averages 300+ Attendees In-Person and 100+ Online weekly



LOVE THE CITY - WWW.LOVETHECITY.ORG

Vision: Love the City One Life at a Time

Mission: The One is Loved, Belongs, and has Purpose

- A community development 501c3
- Truck, Care, Homes, Events, Schools
- Annual "Love the City" Week

HIGH-LIGHTS




DONATED OVER \$150,000 THROUGH LOVE THE CITY INITIATIVES.

PURCHASED & DEPLOYED A LOVE THE CITY TRUCK IN 2019 WHICH HOSTS BLOCK PARTY PROGRAMS, HELPS MOVE PEOPLE INTO HOMES, DONATES ICE CREAM, FOOD, AND MORE.

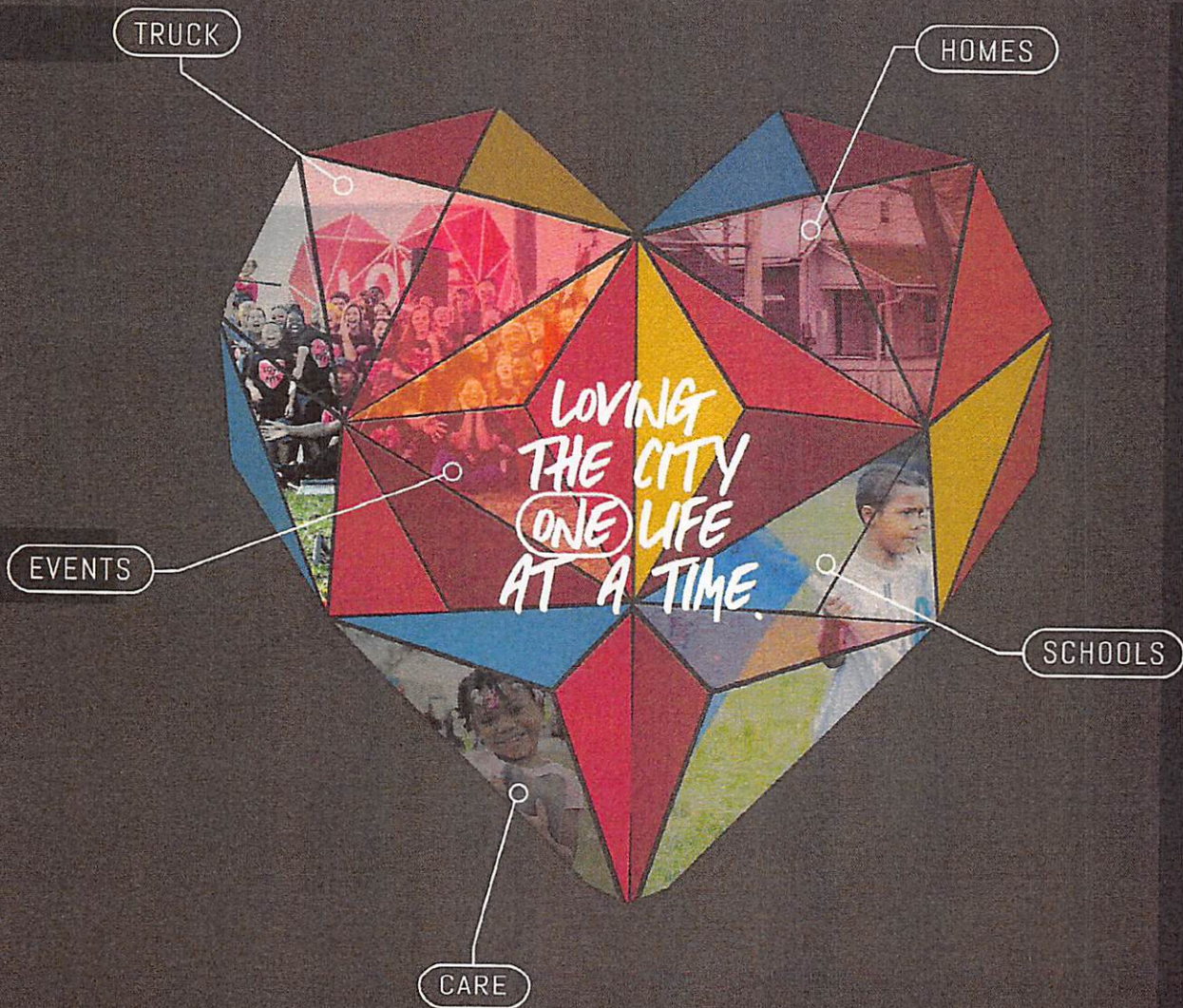
HOSTED AN ANNUAL FREE SPORTS CAMP FOR K-6TH GRADE (4 TIMES) WITH AN AVERAGE OF 150 YOUTH CAMPERS.

RAN BASKETBALL OPEN GYM FOR LANSING PARKS AND RECREATION FOR 3 YEARS - OVER 50+ AVERAGE ATTENDANCE.

HELD 6 LOVE THE CITY WEEKS WHERE WE RAISED \$20K+ EACH YEAR TO GO OUT AND SERVE THE COMMUNITY.

- 
- HELPED WITH 3 LANSING PUBLIC SCHOOL DISTRICT "PATHWAY TO HOLIDAYS" EVENTS
 - MAJOR SPONSOR FOR LANSING PARKS AND RECREATION'S ANNUAL FAMILY SCAVENGER HUNT.
 - STARTED A FOOD PANTRY THAT IS OPEN TO THE COMMUNITY AND USED TO FILL TINY PANTRIES ALL OVER THE CITY AS NEEDED
 - THROUGHOUT THE COVID-19 PANDEMIC, WE'VE BEEN ABLE TO SEND FAMILIES THAT ARE QUARANTINED CARE PACKAGES
 - CONSISTENTLY HAVE HELPED PROVIDE INFORMATION AND LOCAL RESOURCES TO THOSE IN NEED - I.E. UTILITIES & RENT ASSISTANCE, FOOD RESOURCES, ETC
 - ACTING AS A FIRST RESPONDER TO FAMILIES WHO HAVE LOST LOVED ONES IN THE COMMUNITY IN WAYS SPECIFIC TO THE FAMILY (MEMORIALS, GOFUNDME DONATIONS, FLOWERS, ETC)
 - BEGAN TUTORING AT EASTERN HIGH SCHOOL, SPRING OF 2015, AND HAVE CONTINUED THE PARTNERSHIP FOR THE PAST 6 YEARS
 - GRADUATED 15 INTERNS IN YEAR LONG MENTORSHIP PROGRAMS
 - IN 2021, WE EXPANDED OUR REACH WITH OUR LOVE THE CITY TRUCK TO 3 BLOCK PARTIES WEEKLY WITH 15-30 VOLUNTEERS PARTICIPATING EACH WEEK, EACH LOCATION.
 - 200+ PAIRS OF SHOES DONATED TO REFUGEE FAMILIES AT SUMMERPLACE TOWNHOMES, AN INVESTMENT OF OVER \$11,000.
 - PARTNERED WITH THE LANSING POLICE STATION TO FEED FAMILIES FOR OUR LOVE THE CITY WEEK.
 - PARTNERED WITH SODEXOMAGIC TO PROVIDE FOOD FOR KIDS AT TWO SEPARATE EVENTS.

LOVE THE CITY BREAKDOWN



THE **ONE** IS
LOVED, BELONGS,
AND HAS PURPOSE.

TRUCK

BLOCK PARTIES - Weekly from Spring-Fall

Locations- SummerPlace Townhomes, Risdale Park, Hunter Park

Programming - Each event has music, food, games, sports, and a program focused to let all in attendance know that they are loved, belong, and have purpose. Through those relationships, we connect them to further resources as needed.

ICE CREAM TRUCK

Throughout the summer months, we frequently pass out ice cream to the community.

SCHOOLS

- Volunteer weekly with Pattengill Bio-Technical Magnet School.
- Lansing Eastern High School volunteering to help with lunches and after-school tutoring for the athletic teams
- Gier & Reo Elementary, 1:1 mentoring training in progress
- Back to School / Last day of School Parties
- Anti-Violence and Dreamer School Assemblies

CARE

- Helping families in need of utilities/rent assistance
- COVID relief
- Food assistance
- Connect them to (*The Five E's*)

EVENTS

- Sports Camp
- Partnerships with Lansing Parks & Recreation
- Provide sound and staging

HOMES

- Creating an opportunity to get close to neighbors and invite people in to be known
- Block leaders will be trained up and given resources to act as extensions of Care, as well as, hosts for neighborhood block parties
- 17 Current Block Leaders

Resolution No. 1349

Adopted by the Lansing Housing Commission
April 26th, 2023

Approval for NHI to do siding, gutters, and trim for Forest Arbor Apartments. The contract amount will be final following further work scope development and is likely to be in excess of \$315,690.00.

NOW, THEREFORE, BE IT RESOLVED, that LHC Board of Commissioners supports and approves the home improvement projects by the general contractor selected.

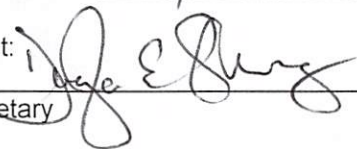
BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute documents and contracts related to the start and completion of these projects.

PASSED, APPROVED, AND ADOPTED April 26th, 2023.



Emma Henry, Chair

Yeas 4
Nays 0
Abstentions 0

Attest: 
Secretary

For Clerk Use Only

Resolution No. **1349**
Date Adopted April 26, 2023





1040 Mak-Tech Dr
Lansing MI 48906

Proposal

Date	Proposal #
03/20/2023	20230320.01

Submitted to:

G Fisher Construction Company
31313 Northwestern Hwy Suite 206
Farmington Hills, MI 48334

Phone Number:

(248) 855-3500

Email Address:

<https://dbinbox.com/JimAntos>

Rep

KM1

Description	Amount
We hereby submit specifications and contract for Forest Arbor Apartments located at 2113-2119 Forest Rd.; 2121-2127 Forest Rd.; 2129-2135 Forest Rd.; 2137-2143 Forest Rd.; 2145-2151 Forest Rd.; 2153-2159 Forest Rd.; and 2161-2167 Forest Rd. We are to supply dumpster on site. We are to remove all siding from second story of each building for a total of seven buildings. We are to cover all second story exterior walls with James Hardie Cement Board siding, color to be determined, complete. The insets on the front of each building will be James Hardie Cement Board & Batten siding and the remainder of the building will be James Hardie Cement Board Lap siding. We will trim exteriors of all windows on second story. No brick work to be done by NHI. Owner to receive a HZ5® 30-Year Limited Product Manufacturer Warranty. Job site to be cleaned and all debris hauled away. Price below includes all labor, materials, taxes, and permit. One-half down and balance upon completion and customer satisfaction.	\$245,880.00
The price shown is based on a cash, check, or electronic deposit payment method. We do not accept credit or debit cards at this time.	Total \$ 245,880.00

All material is guaranteed to be as specified and all work to be performed in a safe workman-like manner according to standard practices. Any alteration or deviation from the above specifications incurring extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance and our workers are fully covered by Worker's Compensation Insurance. We are members of the Better Business Bureau, Chamber of Commerce, Greater Lansing Builders Association and are Dunn and Bradstreet rated.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. You may cancel this acceptance within 3 business days of date signed.

Signature _____ Date: _____

Signature _____ Date: _____

Contractor Signature _____ Date: _____

Phone	Email	Website
(517) 484-3767	info@nhicommercial.com	www.nhicommercial.com



1040 Mak-Tech Dr
Lansing MI 48906

Proposal

Date	Proposal #
03/20/2023	20230320.01

Submitted to:

G Fisher Construction Company
31313 Northwestern Hwy Suite 206
Farmington Hills, MI 48334

Phone Number:

(248) 855-3500

Email Address:

<https://dbinbox.com/JimAntos>

Rep

KM1

Description	Amount
Option available for Forest Arbor Apartments located at 2113-2119 Forest Rd.; 2121-2127 Forest Rd.; 2129-2135 Forest Rd.; 2137-2143 Forest Rd.; 2145-2151 Forest Rd.; 2153-2159 Forest Rd.; and 2161-2167 Forest Rd. We are to cover all fascia on seven buildings with custom bent flat coil stock aluminum, color white. We are to cover all overhangs on seven buildings with v-groove aluminum, vented as necessary, color white. We are to furnish and install all new seamless aluminum eavestroughing and downspouts, with extensions as necessary, color white.	\$44,360.00
The price shown is based on a cash, check, or electronic deposit payment method. We do not accept credit or debit cards at this time.	Total \$ 44,360.00

All material is guaranteed to be as specified and all work to be performed in a safe workman-like manner according to standard practices. Any alteration or deviation from the above specifications incurring extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance and our workers are fully covered by Worker's Compensation Insurance. We are members of the Better Business Bureau, Chamber of Commerce, Greater Lansing Builders Association and are Dunn and Bradstreet rated.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. You may cancel this acceptance within 3 business days of date signed.

Signature _____ Date: _____

Signature _____ Date: _____

Contractor Signature _____ Date: _____

Phone	Email	Website
(517) 484-3767	info@nhicommercial.com	www.nhicommercial.com

Lansing Housing Commission
Summary Results for March FY2023

Description	LIPH Total	COCC	HCV Admin	HCV	BA	
REVENUE:						
Total Revenue Variance - Fav (Unfav)	30,267	3,735	22,431	(39,393)	(10,523)	
Tenant Revenue Variance	17,885	-	-	-	(556)	
HUD Revenue Variance	3,328	3,735	11,842	(38,733)	-	
Capital Fund Income	3,850	-	-	-	-	
Other Income	5,204	-	10,589	(660)	(9,967)	
Other	-	-	-	-	-	
Budgeted Revenue	196,330	39,392	108,593	1,021,280	10,567	
% Variance fav (unfav)	15%	9%	21%	-4%	0%	
EXPENSES:						
Total Expense Variance Unfav (Fav)	101,397	62,373	66,261	122,875	(16,294)	
Salary Expenses	9,492	7,298	47,563	-	-	
Employee Benefit Expenses	9,441	237	6,648	-	-	
Utilities	10,592	363	3,828	-	-	
Write-offs	(4,265)	-	-	-	-	
Legal	(1,280)	1,723	-	-	-	
Professional Services	(380)	46,575	423	-	300	
Admin Services	5,262	(750)	699	-	(2,750)	
Insurance	529	(186)	229	-	(704)	
Sundry/Postage/Office Supplies	2,523	7,576	6,619	-	-	
Management Fee	707	-	2,368	-	-	
HAP Expense	-	-	-	122,875	-	
Inspections	(868)	528	(2,583)	-	-	
Pilot	412	-	-	-	-	
Maintenance Costs	68,641	(573)	2,666	-	(50)	
Maintenance Contract - Unit Turns	(1,500)	-	-	-	-	
Other	2,091	(417)	(2,200)	0	(13,090)	
Budgeted Expense	119,154	47,827	104,475	1,020,000	29,922	
% Variance fav (unfav)	-85%	-130%	-63%	-12%	54%	
Gain(Loss) on Sale of Assets	-	-	-	-	-	
Curr Mo. Actual Net Income (Loss)	\$ 6,046	\$ (67,073)	\$ (39,711)	\$ (160,988)	\$ (13,584)	
YTD Actual Net Income (Loss) Net of CWIP	\$ 802,050	\$ (201,156)	\$ (152,485)	\$ (800,251)	\$ 459,454	
Prior YR YTD Net Income (Loss)	\$ 2,078,248	\$ 512,347	\$ 269,124	\$ 45,999	\$ 405,325	
Cash Balance - March	\$ 4,255,074	\$ 1,611,159	\$ 833,903	\$ (16,454)	\$ 1,466,822	\$ 1,887,309
Cash Balance - June 2022	\$ 3,753,514	\$ 1,818,776	\$ 1,086,641	\$ 552,118	\$ 739,046	\$ 1,887,309
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 March FY2023

Description	LIPH Total	COCC	HCV Admin	HCV	BA
REVENUE:					
Total Revenue Variance - Fav (Unfav)	1,195,782	113,583	203,324	(420,653)	(370,892)
Tenant Revenue Variance	96,425	-	-	-	(4,830)
HUD Revenue Variance	265,547	96,138	176,279	(414,945)	-
Capital Fund Income	578,773	-	-	-	-
Other Income	20,718	17,445	27,045	(5,708)	(366,062)
Other	-	-	-	-	-
Budgeted Revenue	2,076,570	551,327	977,337	9,191,520	1,934,083
% Variance fav (unfav)	58%	21%	21%	-5%	-19%
EXPENSES:					
Total Expense Variance Unfav (Fav)	773,811	433,139	341,432	391,118	89,609
Salary Expenses	72,662	25,066	161,040	-	-
Employee Benefit Expenses	83,387	(7,746)	15,015	-	2,562
Utilities	32,847	1,384	-	-	(1,278)
Write-offs	(1,468)	-	-	-	(1,177)
Legal	(8,826)	34,174	-	-	208
Professional Services	7,682	270,495	33,716	-	53,107
Admin Services	8,318	49,172	44,624	-	(61,116)
Insurance	(13,024)	264	5,280	-	(8,554)
Sundry/Postage/Office Supplies	10,890	49,788	10,568	-	73,481
Management Fee	2,790	-	29,884	-	-
HAP Expense	(185,838)	-	-	391,118	-
Pilot	5,729	-	-	-	-
Inspections	(2,503)	528	20,172	-	-
Maintenance Costs	710,331	8,113	15,238	-	35,199
Maintenance Contract - Unit Turns	47,832	-	-	-	-
Other	3,001	1,902	5,895	-	(2,821)
Budgeted Expense	1,462,172	432,927	991,714	9,180,000	1,014,129
% Variance fav (unfav)	-53%	-100%	-34%	-4%	-9%
Gain(Loss) on Sale of Assets	-	-	-	-	-
YTD Actual Net Income (Loss) Net of CWIP	\$ 802,050	\$ (201,156)	\$ (152,485)	\$ (800,251)	\$ 459,454
YTD Budgeted Net Income (Loss)	\$ 614,398	\$ 118,400	\$ (14,377)	\$ 11,520	\$ 919,955
Prior YR YTD Net Income (Loss)	\$ 2,078,248	\$ 512,347	\$ 269,124	\$ 45,999	\$ 405,325

March Ratios

HCV Ratios		Prior Months	
Number of Vouchers Used	1,770	02/23	\$ 678.33
HCV 8002 Expenses	\$ 1,142,700.27	01/23	\$ 586.99
Average Cost Per Voucher	<u>\$ 645.59</u>	12/22	\$ 577.83

LIPH Ratios			Prior Months	
	Mar 2023 Total	PY Mar Total		
Year-to-Date Occupancy Rate				
YTD Average Number of Units Leased	273	380	02/23	90.2%
Number of Possible Units	291	407	01/23	90.6%
Year-to-Date Occupancy Rate	<u>93.8%</u>	<u>93.4%</u>	12/22	90.6%
Average Revenue Per Occupied Unit			02/23	\$ 515.64
Total LIPH Revenue	\$ 226,596.53	\$ 262,181.82	01/23	\$ 414.39
Average Revenue Per Occupied Unit	<u>\$ 378.29</u>	<u>\$ 371.36</u>	12/22	\$ 497.77
Average Tenant Revenue Per Occupied Unit			02/23	\$ 114.12
Total Tenant Revenue	\$ 34,385.00	\$ 17,685.73	01/23	\$ 107.76
Average Tenant Revenue Per Occupied Unit	<u>\$ 125.95</u>	<u>\$ 46.54</u>	12/22	\$ 97.99
Average Cost Per Occupied Unit			02/23	\$ 466.37
YTD Average Monthly Expenses	\$ 274,478.06	\$ 381,149.01	01/23	\$ 476.71
Average Cost Per Occupied Unit	<u>\$ 458.23</u>	<u>\$ 539.87</u>	12/22	\$ 412.72

Company Ratios			
Operating Reserves	LIPH	COCC	HCV Admin
Bank Account Balance	\$ 4,255,073.92	\$ 1,611,158.63	\$ 833,902.53
YTD Expenses	\$ 2,470,302.56	\$ 866,065.98	\$ 1,333,145.19
Number of Months	9	9	9
Average Monthly Expenses	<u>\$ 274,478.06</u>	<u>\$ 96,229.55</u>	<u>\$ 148,127.24</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>15.50</u>	<u>16.74</u>	<u>5.63</u>
Prior Months			
06/22	10.96	21.09	10.44
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, 2023

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 42,787	\$ 18,900	\$ 23,887	\$ 23,077	\$ 25,200	\$ 6,300
Tenant Revenue - Other	3,019	3,285	(266)	1,733	4,380	1,095
Total Tenant Revenue	<u>\$ 45,806</u>	<u>\$ 22,185</u>	<u>\$ 23,621</u>	<u>\$ 24,810</u>	<u>\$ 29,580</u>	<u>\$ 7,395</u>
HUD PHA Operating Grants	453,742	399,051	54,691	759,497	532,068	133,017
CFP Operational Income	243,516	23,663	219,854	217,153	35,550	11,888
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	8,144	900	7,244	112,263	1,200	300
Total Operating Revenue	<u>\$ 751,208</u>	<u>\$ 445,799</u>	<u>\$ 305,410</u>	<u>\$ 1,113,723</u>	<u>\$ 598,398</u>	<u>\$ 152,600</u>
Administrative Salaries	\$ 38,967	\$ 16,691	\$ 22,277	\$ 23,729	\$ 22,966	\$ 6,275
Auditing Fees	1,500	5,665	(4,165)	5,000	5,665	-
Management Fees	87,425	27,799	59,625	28,069	37,066	9,266
Bookkeeping Fees	3,938	3,848	91	3,986	5,130	1,283
Employee Benefits Contributions - Admin	18,205	7,703	10,502	13,555	10,325	2,622
Office Expenses	24,809	11,111	13,697	13,966	13,330	2,219
Legal	829	1,935	(1,106)	1,261	2,580	645
Travel	445	-	445	-	-	-
Other	-	2,375	(2,375)	-	3,450	1,075
Tenant Services - Other	181	-	181	-	-	-
Water	1,205	1,710	(505)	1,325	2,280	570
Electricity	1,259	1,350	(91)	1,048	1,800	450
Gas	2,180	925	1,255	680	1,150	225
Other Utilities Expense	7,068	7,250	(182)	7,230	7,350	100
Ordinary Maintenance and Operations - Labor	57,130	22,004	35,126	11,334	30,333	8,328
Ordinary Maintenance and Operations - Material	134,316	7,965	126,351	2,883	10,410	2,445
Ordinary Maintenance and Operations - Contracts	161,458	23,538	137,920	24,113	31,084	7,546
Employee Benefits Contributions - Ordinary	74,750	28,368	46,381	66,568	37,900	9,532
Protective Services - Other Contract Costs	1,197	-	1,197	-	-	-
Property Insurance	18,680	15,962	2,718	14,185	21,389	5,427
Liability Insurance	5,608	4,850	758	4,830	6,500	1,650
Workers Compensation	-	-	-	-	-	-
All Other Insurance	4,080	11,104	(7,024)	7,560	13,138	2,035
Other General Expenses	50,627	27,220	23,407	30,959	40,253	13,034
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	429,804	-	-
Payment in Lieu of Taxes	3,718	1,492	2,227	6,606	1,997	506
Bad debt - Tenant Rents	958	-	958	82	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 700,533</u>	<u>\$ 230,864</u>	<u>\$ 469,669</u>	<u>\$ 698,773</u>	<u>\$ 306,096</u>	<u>\$ 75,232</u>
Net Income (Loss)	<u>\$ 50,675</u>	<u>\$ 214,935</u>	<u>\$ (164,259)</u>	<u>\$ 414,950</u>	<u>\$ 292,302</u>	<u>\$ 77,367</u>

Lansing Housing Commission
Budget vs. Actual
Hildebrandt
For the Period Ending March 31, 2023

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 119,626	\$ 94,500	\$ 25,126	\$ 147,335	\$ 126,000	\$ 31,500
Tenant Revenue - Other	3,238	8,955	(5,717)	7,104	11,940	2,985
Total Tenant Revenue	<u>\$ 122,864</u>	<u>\$ 103,455</u>	<u>\$ 19,409</u>	<u>\$ 154,439</u>	<u>\$ 137,940</u>	<u>\$ 34,485</u>
HUD PHA Operating Grants	697,126	641,286	55,840	841,067	855,048	213,762
CFP Operational Income	404,742	23,667	381,075	36,387	35,550	11,883
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	8,323	900	7,423	2,219,300	1,200	300
Total Operating Revenue	<u>\$ 1,233,055</u>	<u>\$ 769,308</u>	<u>\$ 463,747</u>	<u>\$ 3,251,192</u>	<u>\$ 1,029,738</u>	<u>\$ 260,430</u>
Administrative Salaries	\$ 39,365	\$ 32,587	\$ 6,778	\$ 77,811	\$ 44,838	\$ 12,251
Auditing Fees	1,500	5,665	(4,165)	5,000	5,665	-
Management Fees	114,367	54,135	60,232	68,011	72,181	18,046
Bookkeeping Fees	7,622	7,497	125	9,572	9,990	2,493
Employee Benefits Contributions - Admin	10,029	15,039	(5,010)	18,280	20,158	5,119
Office Expenses	13,013	13,547	(534)	28,852	16,887	3,340
Legal	1,274	5,805	(4,531)	2,596	7,740	1,935
Travel	89	-	89	-	-	-
Other	4,598	5,400	(802)	5,765	7,200	1,800
Tenant Services - Other	1,822	-	1,822	8,500	-	-
Water	42,436	26,490	15,946	70,968	35,270	8,780
Electricity	7,461	5,400	2,061	17,964	7,200	1,800
Gas	29,117	18,200	10,917	19,517	19,100	900
Other Utilities Expense	-	8,000	(8,000)	-	8,000	-
Ordinary Maintenance and Operations - Labor	42,196	42,963	(767)	65,156	59,221	16,258
Ordinary Maintenance and Operations - Materia	69,982	22,065	47,917	35,183	29,010	6,945
Ordinary Maintenance and Operations - Contrac	255,230	80,975	174,255	153,812	106,000	25,025
Employee Benefits Contributions - Ordinary	63,579	55,408	8,171	45,863	74,036	18,628
Protective Services - Other Contract Costs	-	-	-	2,730	-	-
Property Insurance	30,465	29,357	1,108	37,544	39,338	9,981
Liability Insurance	7,758	9,461	(1,703)	13,138	12,675	3,214
Workers Compensation	-	-	-	-	-	-
All Other Insurance	5,276	7,529	(2,253)	7,869	8,366	837
Other General Expenses	29,457	40,156	(10,699)	28,722	54,202	14,046
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	40,507	-	-
Payment in Lieu of Taxes	4,676	4,441	235	16,184	6,443	2,002
Bad debt - Tenant Rents	1,059	-	1,059	7,743	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 782,371</u>	<u>\$ 490,120</u>	<u>\$ 292,251</u>	<u>\$ 787,287</u>	<u>\$ 643,520</u>	<u>\$ 153,400</u>
Net Income (Loss)	<u>\$ 450,684</u>	<u>\$ 279,188</u>	<u>\$ 171,496</u>	<u>\$ 2,463,905</u>	<u>\$ 386,218</u>	<u>\$ 107,030</u>

Lansing Housing Commission
Budget vs. Actual
LaRoy Froh
For the Period Ending March 31, 2023

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 75,886	\$ 29,700	\$ 46,186	\$ 138,250	\$ 39,600	\$ 9,900
Tenant Revenue - Other	2,109	4,770	(2,661)	8,704	6,360	1,590
Total Tenant Revenue	<u>\$ 77,995</u>	<u>\$ 34,470</u>	<u>\$ 43,525</u>	<u>\$ 146,954</u>	<u>\$ 45,960</u>	<u>\$ 11,490</u>
HUD PHA Operating Grants	849,944	709,140	140,804	1,031,002	862,320	153,180
CFP Operational Income	156,547	23,667	132,880	25,294	35,550	11,883
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	10,949	909	10,040	109,211	1,212	303
Total Operating Revenue	<u>\$ 1,095,435</u>	<u>\$ 768,186</u>	<u>\$ 327,249</u>	<u>\$ 1,312,461</u>	<u>\$ 945,042</u>	<u>\$ 176,856</u>
Administrative Salaries	\$ 32,148	\$ 27,024	\$ 5,124	\$ 56,857	\$ 37,183	\$ 10,159
Auditing Fees	1,500	5,665	(4,165)	8,500	5,665	-
Management Fees	104,126	45,360	58,766	94,850	60,476	15,116
Bookkeeping Fees	6,220	6,282	(62)	13,434	8,370	2,088
Employee Benefits Contributions - Admin	3,330	12,473	(9,143)	10,210	16,717	4,244
Office Expenses	9,328	13,016	(3,688)	25,219	16,347	3,331
Legal	-	3,780	(3,780)	4,971	5,040	1,260
Travel	74	-	74	107	-	-
Other	(174)	4,500	(4,674)	3,319	6,000	1,500
Tenant Services - Other	-	-	-	10,543	-	-
Water	7,161	3,825	3,336	56,995	5,100	1,275
Electricity	5,986	4,050	1,936	36,901	5,400	1,350
Gas	9,138	4,600	4,538	43,079	5,500	900
Other Utilities Expense	12,464	14,900	(2,436)	13,600	15,500	600
Ordinary Maintenance and Operations - Labor	39,641	35,629	4,012	95,193	49,110	13,481
Ordinary Maintenance and Operations - Material	95,349	37,110	58,239	64,972	49,140	12,030
Ordinary Maintenance and Operations - Contract	260,384	70,480	189,904	166,624	95,940	25,460
Employee Benefits Contributions - Ordinary	65,940	45,942	19,998	73,936	61,396	15,454
Protective Services - Other Contract Costs	740	-	740	-	-	-
Property Insurance	27,062	28,816	(1,754)	2,600	38,611	9,795
Liability Insurance	5,292	7,920	(2,628)	52,481	10,617	2,697
Workers Compensation	-	-	-	16,421	-	-
All Other Insurance	5,585	7,223	(1,639)	-	7,964	741
Other General Expenses	37,429	29,094	8,335	11,094	42,786	13,692
Compensated Absences	-	-	-	34,244	-	-
Housing Assistance Payments	63,762	249,600	(185,838)	-	-	-
Payment in Lieu of Taxes	5,189	1,727	3,462	9,394	2,360	633
Bad debt - Tenant Rents	1,715	-	1,715	15,982	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 799,388</u>	<u>\$ 659,016</u>	<u>\$ 140,372</u>	<u>\$ 921,526</u>	<u>\$ 545,222</u>	<u>\$ 135,806</u>
Net Income (Loss)	<u>\$ 296,047</u>	<u>\$ 109,170</u>	<u>\$ 186,877</u>	<u>\$ 390,935</u>	<u>\$ 399,820</u>	<u>\$ 41,050</u>

Lansing Housing Commission
Budget vs. Actual
South Washington Park
For the Period Ending March 31, 2023

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 6,626	\$ 5,400	\$ 1,226	\$ 15,550	\$ 7,200	\$ 1,800
Tenant Revenue - Other	50	-	50	400	-	-
Total Tenant Revenue	<u>\$ 6,676</u>	<u>\$ 5,400</u>	<u>\$ 1,276</u>	<u>\$ 15,950</u>	<u>\$ 7,200</u>	<u>\$ 1,800</u>
HUD PHA Operating Grants	77,806	63,594	14,212	497,703	84,792	21,198
CFP Operational Income	148,308	23,667	124,641	354,862	35,550	11,883
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	5,234	630	4,604	108,972	840	210
Total Operating Revenue	<u>\$ 238,024</u>	<u>\$ 93,291</u>	<u>\$ 144,733</u>	<u>\$ 977,487</u>	<u>\$ 128,382</u>	<u>\$ 35,091</u>
Administrative Salaries	\$ 3,608	\$ 3,181	\$ 427	\$ 1,312	\$ 4,374	\$ 1,193
Auditing Fees	1,500	5,665	(4,165)	5,000	5,665	-
Management Fees	63,362	4,878	58,484	5,240	6,503	1,625
Bookkeeping Fees	654	675	(21)	747	900	225
Employee Benefits Contributions - Admin	7,084	1,467	5,617	6,764	1,967	500
Office Expenses	6,730	4,102	2,628	12,628	5,345	1,243
Legal	591	-	591	1,302	-	-
Travel	9	-	9	-	-	-
Other	320	900	(580)	(2,479)	1,200	300
Tenant Services - Other	789	-	789	-	-	-
Water	2,503	1,008	1,495	967	1,344	336
Electricity	1,326	-	1,326	-	-	-
Gas	1,930	600	1,330	447	705	105
Other Utilities Expense	1,221	1,300	(79)	1,287	1,300	-
Ordinary Maintenance and Operations - Labor	3,868	4,190	(322)	1,816	5,778	1,588
Ordinary Maintenance and Operations - Materia	16,368	1,952	14,416	1,345	2,402	450
Ordinary Maintenance and Operations - Contrac	32,676	12,975	19,701	8,770	14,205	1,230
Employee Benefits Contributions - Ordinary	12,277	5,407	6,870	6,783	7,223	1,816
Protective Services - Other Contract Costs	-	-	-	(221)	-	-
Property Insurance	3,558	3,140	418	2,787	4,208	1,068
Liability Insurance	775	891	(116)	1,269	1,192	301
Workers Compensation	-	-	-	-	-	-
All Other Insurance	4,282	5,198	(916)	9,142	5,269	71
Other General Expenses	27,600	24,315	3,285	25,791	36,414	12,099
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	647,478	-	-
Payment in Lieu of Taxes	180	381	(201)	2,056	515	134
Bad debt - Tenant Rents	(936)	-	(936)	31,268	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 192,276</u>	<u>\$ 82,225</u>	<u>\$ 110,051</u>	<u>\$ 771,499</u>	<u>\$ 106,509</u>	<u>\$ 24,284</u>
Net Income (Loss)	<u>\$ 45,748</u>	<u>\$ 11,066</u>	<u>\$ 34,682</u>	<u>\$ 205,988</u>	<u>\$ 21,873</u>	<u>\$ 10,807</u>

Lansing Housing Commission
Budget vs. Actual
AMP Consolidated
For the Period Ending March 31, 2023

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 244,925	\$ 148,500	\$ 96,425	\$ 324,212	\$ 198,000	\$ 49,500
Tenant Revenue - Other	8,416	17,010	(8,594)	17,941	22,680	5,670
Total Tenant Revenue	<u>\$ 253,341</u>	<u>\$ 165,510</u>	<u>\$ 87,831</u>	<u>\$ 342,153</u>	<u>\$ 220,680</u>	<u>\$ 55,170</u>
HUD PHA Operating Grants	2,078,618	1,813,071	265,547	3,129,269	2,334,228	521,157
CFP Operational Income	953,113	94,664	858,449	633,696	142,200	47,537
Fraud Recovery and Other	32,651	3,339	29,312	2,549,746	4,452	1,113
Total Operating Revenue	<u>\$ 3,317,722</u>	<u>\$ 2,076,584</u>	<u>\$ 1,241,138</u>	<u>\$ 6,654,863</u>	<u>\$ 2,701,560</u>	<u>\$ 624,977</u>
Administrative Salaries	\$ 114,089	\$ 79,483	\$ 34,606	\$ 159,709	\$ 109,361	\$ 29,878
Auditing Fees	6,000	22,660	(16,660)	-	22,660	-
Management Fees	369,280	132,172	237,107	196,170	176,226	44,053
Bookkeeping Fees	18,434	18,302	133	27,739	24,390	6,089
Employee Benefits Contributions - Administrativ	38,647	36,682	1,965	48,809	49,167	12,485
Office Expenses	53,880	41,776	12,104	80,665	51,909	10,133
Legal Expense	2,695	11,520	(8,826)	10,130	15,360	3,840
Travel	617	-	617	-	-	-
Other	4,745	13,175	(8,430)	#VALUE!	17,850	4,675
Tenant Services - Other	2,792	-	2,792	-	-	-
Water	53,305	33,033	20,272	130,255	43,994	10,961
Electricity	16,031	10,800	5,231	55,913	14,400	3,600
Gas	42,365	24,325	18,040	63,723	26,455	2,130
Other Utilities Expense	20,753	31,450	(10,697)	-	32,150	700
Ordinary Maintenance and Operations - Labor	142,835	104,786	38,049	173,499	144,442	39,655
Ordinary Maintenance and Operations - Material	316,015	69,092	246,923	104,383	90,962	21,870
Ordinary Maintenance and Operations - Contrac	709,747	187,968	521,779	353,319	247,229	59,261
Employee Benefits Contributions - Ordinary	216,545	135,125	81,420	193,150	180,555	45,430
Protective Services - Other Contract Costs	1,937	-	1,937	-	-	-
Property Insurance	79,766	77,275	2,491	57,116	103,546	26,271
Liability Insurance	19,434	23,122	(3,688)	71,718	30,984	7,862
Workers Compensation	-	-	-	-	-	-
All Other Insurance	19,222	31,054	(11,831)	#VALUE!	34,737	3,684
Other General Expenses	145,113	120,785	24,328	96,566	173,655	52,871
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	13,763	8,041	5,723	34,240	11,315	3,275
Bad debt - Tenant Rents	2,797	-	2,797	55,075	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 2,410,805</u>	<u>\$ 1,212,625</u>	<u>\$ 1,198,181</u>	<u>#VALUE!</u>	<u>\$ 1,601,347</u>	<u>\$ 388,722</u>
Net Income (Loss)	<u>\$ 906,916</u>	<u>\$ 863,959</u>	<u>\$ 42,958</u>	<u>#VALUE!</u>	<u>\$ 1,100,213</u>	<u>\$ 236,254</u>

Lansing Housing Commission
Budget vs. Actual
COCC
For the Period Ending March 31, 2023

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 566,731	\$ 470,734	\$ 95,997	\$ 356,876	\$ 568,712	\$ 97,978
Bookkeeping Fees Income	18,434	18,297	137	29,472	24,390	6,093
Administrative Fees	-	-	-	71,045	-	-
Fraud Recovery and Other	79,745	62,300	17,445	75,796	76,400	14,100
Total Operating Revenue	\$ 664,910	\$ 551,331	\$ 113,579	\$ 533,190	\$ 669,502	\$ 118,171
Administrative Salaries	\$ 128,169	\$ 103,103	\$ 25,066	\$ 162,482	\$ 142,276	\$ 39,173
Auditing Fees	1,500	7,665	(6,165)	7,000	7,665	-
Employee Benefits Contributions - Admin	32,939	37,361	(4,422)	51,146	50,184	12,823
Office Expenses	81,432	228,925	(147,493)	61,726	306,005	77,080
Legal	37,774	3,600	34,174	4,805	4,850	1,250
Travel	5,748	8,500	(2,752)	4,089	11,000	2,500
Other	26,966	-	26,966	445,028	-	-
Tenant Services - Other	4,040	-	4,040	4,944	-	-
Water	1,541	1,260	281	1,203	1,680	420
Electricity	8,201	7,550	651	6,222	10,225	2,675
Gas	2,618	1,775	843	1,554	2,175	400
Other Utilities Expense	600	990	(390)	664	1,320	330
Ordinary Maintenance and Operations - Labor	-	-	-	37,979	-	-
Ordinary Maintenance and Operations - Material	-	600	(600)	326	800	200
Ordinary Maintenance and Operations - Contracts	31,466	18,850	12,616	36,038	23,400	4,550
Employee Benefits Contributions - Ordinary	(5,105)	-	(5,105)	13,627	-	-
Protective Services - Other Contract Costs	225,395	-	225,395	-	-	-
Property Insurance	4,659	4,241	418	6,282	5,682	1,441
Liability Insurance	2,707	1,130	1,577	1,424	1,517	387
Workers Compensation	-	-	-	-	-	-
All Other Insurance	245	1,980	(1,735)	456	2,634	654
Other General Expenses	275,171	5,400	269,771	339,573	7,200	1,800
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 866,066	\$ 432,930	\$ 433,136	\$ 1,186,568	\$ 578,613	\$ 145,683
Net Income (Loss)	\$ (201,156)	\$ 118,401	\$ (319,557)	\$ (653,378)	\$ 90,889	\$ (27,512)

Lansing Housing Commission
Budget vs. Actual
Housing Choice Voucher
For the Period Ending March 31, 2023

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 9,779,171	\$ 10,017,837	\$ (238,666)	\$ 9,181,763	\$ 13,357,116	\$ 3,339,279
Other Revenue	163,660	-	163,660	55,775	-	-
Fraud Recovery and Other	8,696	151,020	(142,324)	23,251	201,360	50,340
Total Operating Revenue	<u>\$ 9,951,527</u>	<u>\$ 10,168,857</u>	<u>\$ (217,330)</u>	<u>\$ 9,260,789</u>	<u>\$ 13,558,476</u>	<u>\$ 3,389,619</u>
Administrative Salaries	\$ 549,839	\$ 388,961	\$ 160,878	\$ 342,747	\$ 533,375	\$ 144,414
Auditing Fees	33,000	25,000	8,000	25,000	25,000	-
Management Fees	197,451	167,571	29,880	148,752	223,423	55,852
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	147,433	125,399	22,034	103,362	168,324	42,925
Office Expenses	185,319	175,250	10,069	172,140	218,000	42,750
Legal Expense	-	-	-	-	-	-
Travel	3,922	-	3,922	1,208	-	-
Other	9,708	39,600	(29,892)	346	52,800	13,200
Tenant Services - Other	-	-	-	-	-	-
Water	(1,772)	-	(1,772)	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	1,244	1,080	164	266	1,440	360
Ordinary Maintenance and Operations - Materials	157	-	157	-	-	-
Ordinary Maintenance and Operations - Contract	121,925	675	121,250	37,189	900	-
Protective services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	25,494	20,212	5,282	21,914	27,092	6,880
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	10,719	(10,719)	1,245	14,291	3,572
Other General Expenses	59,426	37,250	22,176	39,236	50,000	12,750
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	9,571,118	9,180,000	391,118	8,579,742	12,240,000	3,060,000
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 10,904,264</u>	<u>\$ 10,171,717</u>	<u>\$ 732,547</u>	<u>\$ 9,473,147</u>	<u>\$ 13,554,645</u>	<u>\$ 3,382,928</u>
Net Income (Loss)	<u>\$ (952,736)</u>	<u>\$ (2,860)</u>	<u>\$ (949,876)</u>	<u>\$ (212,358)</u>	<u>\$ 3,831</u>	<u>\$ 6,691</u>

Lansing Housing Commission
1010 Mt. Vernon Park
Balance Sheet for March 2023

	Period Amount	Balance
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	9,351.30
1010-0000-111111 Chase Checking	(96,703.59)	1,118,731.65
1010-0000-112200 Accounts Receivable	3,553.00	7,485.00
1010-0000-112201 Allowance for Doubtful Accounts	-	(1,508.90)
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	-	-
1010-0000-114500 Accrued Interest Receivable	-	52.61
1010-5005-115700 Intercompany	8,428.40	(327,917.03)
1010-0000-116201 Investments Savings	-	75,896.98
1010-0000-121100 Prepaid Insurance	(2,789.68)	13,581.71
1010-0000-140000 Land	-	114,150.00
1010-0000-144000 Construction in Progress	60,000.00	60,000.00
1010-3000-144000 Construction in Progress	-	51,734.89
1010-0000-146000 Dwelling Structures	-	2,573,939.56
1010-1010-146000 Dwelling Structures	-	-
1010-0000-146500 Dwelling Equipment - Ranges &	-	17,766.38
1010-1010-146500 Dwelling Equipment - Ranges &	-	-
1010-3000-146500 Dwelling Equipment - Ranges &	-	-
1010-0000-148100 Accumulated Depreciation-Build	-	(2,412,048.63)
1010-1010-148100 Accumulated Depreciation-Build	-	-
1010-1010-148300 Accumulated Depreciation-Equip	-	-
1010-0000-150300 Deferred Outflow - MERS	-	118,661.50
1010-0000-150301 Deferred Outflows-OPEB	-	8,743.93
TOTAL ASSETS	(27,511.87)	1,428,620.95
LIABILITIES		
1010-0000-200000 OPEB Liability	-	(25,793.00)
1010-0000-200300 Pension Liability	-	(16,652.00)
1010-0000-210000 Construction Costs Payabe	-	-
1010-0000-211100 Accounts Payable	5,132.34	19,275.87
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	-	10,271.30
1010-0000-211999 Tenant Refunds	757.00	7,372.50
1010-0000-212000 Accrued Payroll	-	2,187.97
1010-0000-213400 Utility Accrual	-	375.00
1010-0000-213500 Accrued Comp Absences - Curr	-	1,005.04
1010-0000-213700 Payment in Lieu of Taxes	392.76	6,433.10
1010-0000-214000 Accrued Comp Absences - non curr	-	5,695.25
1010-0000-260600 Note Payable Non Curr - PNC	-	-
1010-0000-260601 Note Payable - Curr - PNC	-	-
1010-0000-210000 Deferred Inflow - MERS	-	120,731.00
1010-0000-210001 Deferred Inflows - OPEB	-	25,536.57
1010-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	6,282.10	156,438.60
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	(33,793.97)	(3,980,914.57)
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	(33,793.97)	1,272,182.35
TOTAL LIABILITES & EQUITY	(27,511.87)	1,428,620.95

Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for March 2023

	Period Amount	Balance
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	19,647.00
1020-0000-111111 Chase Checking	13,306.73	1,328,040.48
1020-0000-112200 Accounts Receivable	5,724.00	10,126.00
1020-0000-112201 Allowance for Doubtful Accounts	-	(3,926.60)
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	-	52.61
1020-5005-115700 Intercompany	2,511.83	84,791.10
1020-0000-116201 Investments Savings	-	75,896.98
1020-0000-121100 Prepaid Insurance	(5,111.08)	24,387.76
1020-0000-140000 Land	-	348,580.00
1020-0000-144000 Construction in Progress	-	-
1020-3000-144000 Construction in Progress	-	127,469.56
1020-0000-146000 Dwelling Structures	-	2,804,955.02
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	-	(2,747,342.67)
1020-1020-148100 Accumulated Depreciation-Build	-	(59,565.49)
1020-1020-148300 Accumulated Depreciation-Equip	-	(11,200.67)
1020-0000-150300 Deferred Outflow - MERS	-	152,867.50
1020-0000-150301 Deferred Outflows-OPEB	-	15,640.56
TOTAL ASSETS	16,431.48	2,342,169.14
LIABILITIES		
1020-0000-200000 OPEB Liability	-	(27,406.00)
1020-0000-200300 Pension Liability	-	(30,323.00)
1020-0000-210000 Construction Costs Payable	-	-
1020-0000-211100 Accounts Payable	(24,246.02)	20,415.94
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	-	19,381.00
1020-0000-211999 Tenant Refunds	367.00	6,030.75
1020-0000-211998 Deferred Income	-	7,119.47
1020-0000-212000 Accrued Payroll	-	-
1020-0000-213400 Utility Accrual	-	3,832.00
1020-0000-213500 Accrued Comp Absences - Curr	-	1,945.24
1020-0000-213700 Payment in Lieu of Taxes	(172.50)	11,607.19
1020-0000-214000 Accrued Comp Absences - non curr	-	11,023.06
1020-0000-260600 Note Payable Non Curr - PNC	-	-
1020-0000-260601 Note Payable - Curr - PNC	-	-
1020-0000-210000 Deferred Inflow - MERS	-	101,105.00
1020-0000-210001 Deferred Inflows - OPEB	-	45,678.09
1020-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	(24,051.52)	170,408.74
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	40,483.00	(3,959,034.90)
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	-	2,563,818.65
TOTAL EQUITY	40,483.00	2,171,760.40
TOTAL LIABILITES & EQUITY	16,431.48	2,342,169.14

**Lansing Housing Commission
1080 LaRoy Froh Townhomes
Balance Sheet for March 2023**

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	17,098.00
1080-0000-111111 Chase Checking	42,264.14	1,088,584.08
1080-0000-112200 Accounts Receivable	6,699.65	12,075.54
1080-0000-112201 Allowance for Doubtful Accounts	-	(2,835.14)
1080-0000-112220 A/R Repayment Agreement	-	-
1080-0000-112500 Accounts Receivable HUD	-	163,436.00
1080-2010-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	-
1080-0000-114500 Accrued Interest Receivable	-	52.61
1080-5005-115700 Intercompany	(22,354.52)	67,890.61
1080-0000-116201 Investments Savings	-	75,896.98
1080-0000-121100 Prepaid Insurance	(4,725.96)	22,463.24
1080-0000-140000 Land	-	358,845.32
1080-0000-144000 Construction in Progress	-	9,700.00
1080-3000-144000 Construction in Progress	-	41,455.38
1080-0000-146000 Dwelling Structures	-	2,692,219.20
1080-1080-146000 Dwelling Structures	-	-
1080-0000-146500 Dwelling Equipment - Ranges &	-	23,570.43
1080-0000-148100 Accumulated Depreciation-Build	-	(2,523,447.21)
1080-1080-148100 Accumulated Depreciation-Build	-	-
1080-0000-150300 Deferred Outflow - MERS	-	157,559.50
1080-0000-150301 Deferred Outflows-OPEB	-	8,743.93
TOTAL ASSETS	21,883.31	2,213,308.47
LIABILITIES		
1080-0000-200000 OPEB Liability	-	(15,315.00)
1080-0000-200300 Pension Liability	-	(32,197.00)
1080-0000-210000 Construction Costs Payabe	-	-
1080-0000-211100 Accounts Payable	3,345.16	18,566.54
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	191.00	17,414.00
1080-0000-211999 Tenant Refunds	(388.35)	6,944.99
1080-0000-211998 Deferred Income	-	-
1080-0000-212000 Accrued Payroll	-	-
1080-0000-213400 Utility Accrual	-	1,840.00
1080-0000-213500 Accrued Comp Absences - Curr	-	1,831.77
1080-0000-213700 Payment in Lieu of Taxes	955.91	5,188.39
1080-0000-214000 Accrued Comp Absences - non curr	-	10,380.04
1080-0000-260600 Note Payable Non Curr - PNC	-	-
1080-0000-260601 Note Payable - Curr - PNC	-	-
1080-0000-210000 Deferred Inflow - MERS	-	130,718.00
1080-0000-210001 Deferred Inflows - OPEB	-	25,536.57
TOTAL LIABILITIES	4,103.72	170,908.30
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	17,779.59	(3,887,144.56)
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	-	1,860,330.35
TOTAL EQUITY	17,779.59	2,042,400.17
TOTAL LIABILITES & EQUITY	21,883.31	2,213,308.47

**Lansing Housing Commission
1090 South Washington Park
Balance Sheet for March 2023**

	Period Amount	Balance
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	1,512.00
1090-0000-111111 Chase Checking	(2,303.62)	719,717.71
1090-0000-112000 Accounts Receivable - Operations	-	-
1090-0000-112200 Accounts Receivable	25.00	25.00
1090-0000-112201 Allowance for Doubtful Accounts	-	(302.66)
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	-	52.60
1090-5005-115700 Intercompany	4,560.98	6,391.07
1090-0000-116201 Investments Savings	-	75,896.98
1090-0000-121100 Prepaid Insurance	(509.47)	2,547.27
1090-0000-140000 Land	-	36,534.00
1090-0000-144000 Construction in Progress	-	3,255.11
1090-3000-144000 Construction in Progress	-	72,259.90
1090-0000-146000 Dwelling Structures	-	291,726.96
1090-1090-146000 Dwelling Structures	-	-
1090-0000-146500 Dwelling Equipment - Ranges &	-	-
1090-0000-147000 Nondwellin Structures	-	-
1090-0000-148100 Accumulated Depreciation-Build	-	(282,958.29)
1090-1090-148100 Accumulated Depreciation-Build	-	-
1090-0000-150300 Deferred Outflow - MERS	-	85,035.50
1090-0000-150301 Deferred Outflows-OPEB	-	14,655.33
TOTAL ASSETS	1,772.89	1,026,348.48
LIABILITIES		
1090-0000-200000 OPEB Liability	-	(24,182.00)
1090-0000-200300 Pension Liability	-	(3,203.00)
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	(776.51)	1,702.50
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	-	1,474.00
1090-0000-211999 Tenant Refunds	63.00	1,469.00
1090-0000-212000 Accrued Payroll	-	-
1090-0000-213400 Utility Accrual	-	309.00
1090-0000-213500 Accrued Comp Absences - Curr	-	194.52
1090-0000-213700 Payment in Lieu of Taxes	(19.15)	(3,220.81)
1090-0000-214000 Accrued Comp Absences - non curr	-	1,102.31
1090-0000-260600 Note Payable Non Curr - PNC	-	-
1090-0000-260601 Note Payable - Curr - PNC	-	-
1090-0000-210000 Deferred Inflow - MERS	-	120,483.00
1090-0000-210001 Deferred Inflow - OPEB	-	-
1090-0000-210001 Deferred Inflows - OPEB	-	42,800.73
TOTAL LIABILITIES	(732.66)	138,929.25
EQUITY		
1090-0000-280100 Invest C	-	3,083,846.00
1090-0000-280500 Unrestricted Net Assets	-	52,038.44
1090-0000-282000 Income and Expense Clearing	2,505.55	(6,236,725.35)
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	2,505.55	887,419.23
TOTAL LIABILITES & EQUITY	1,772.89	1,026,348.48

**Lansing Housing Commission
5005 Central Office Cost Center
Balance Sheet for March 2023**

	Period Amount	Balance
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	(47,252.55)	16,642.86
5005-0000-111111 Chase Checking	(582,400.53)	1,611,158.63
5005-0000-112200 Accounts Receivable	-	-
5005-0000-112500 Accounts Receivable HUD	1,301.71	2,171.71
5005-0000-112954 Accounts Receivables-Misc	-	141,673.92
5005-1010-115700 Intercompany	(8,428.40)	327,917.03
5005-1020-115700 Intercompany	(2,511.83)	(84,791.10)
5005-1080-115700 Intercompany	22,354.52	(67,890.61)
5005-1090-115700 Intercompany	(4,560.98)	(6,391.07)
5005-4001-115700 Intercompany	227,463.07	26,753.45
5005-8001-115700 Intercompany	86,384.38	34,613.79
5005-8002-115700 Intercompany	124,809.80	277,565.83
5005-8005-115700 Intercompany	1,561.73	981.22
5005-8010-115700 Intercompany	102,801.74	346,998.62
5005-8020-115700 Intercompany	1,481.00	-
5005-8021-115700 Intercompany	(32,965.86)	(17,250.45)
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	(642.51)	3,572.55
5005-0000-121200 Prepaid - Other	240.00	3,145.00
5005-0000-140000 Land	-	190,000.00
5005-0000-144000 Construction in Progress	-	-
5005-0000-146000 Dwelling Structures	-	813,605.74
5005-0000-146500 Dwelling Equipment - Ranges &	-	339,781.25
5005-0000-148100 Accumulated Depreciation-Build	-	(1,064,124.39)
5005-0000-150102 Investment in OG	-	411,617.62
5005-0000-150300 Deferred Outflow - MERS	-	(55,985.00)
5005-0000-150301 Deferred Outflows-OPEB	-	-
TOTAL ASSETS	(110,364.71)	3,251,766.60
LIABILITIES		
5005-0000-200000 OPEB Liability	-	-
5005-0000-200300 Pension Liability	-	(27,440.00)
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	(43,159.41)	70,933.59
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	(132.45)	(1,810.15)
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-211998 Deferred Income	-	123,207.18
5005-0000-212000 Accrued Payroll	-	6,598.30
5005-0000-213400 Utility Accrual	-	1,865.00
5005-0000-213500 Accrued Comp Absences - Curr	-	1,692.96
5005-0000-214000 Accrued Comp Absences - non curr	-	9,593.47
5005-0000-224000 Tenant Prepaid Rent	-	1,015.00
5005-0000-260700 Note Payable Non Curr - Davenport	-	-
5005-0000-260701 Note Payable - Curr - Davenport	-	-
5005-0000-210000 Deferred Inflow - MERS	-	84,526.00
5005-0000-210001 Deferred Inflows - OPEB	-	-
5005-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	(43,291.86)	270,181.35
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	(67,072.85)	2,653,570.36
5005-1010-282000 Income and Expense Clearing	-	(8,680.49)
		(346.39)
		(11,610.43)
5005-1090-282000 Income and Expense Clearing	-	(7,471.09)
5005-3000-282000 Income and Expense Clearing	-	(233,906.71)
TOTAL EQUITY	(67,072.85)	2,981,585.25
TOTAL LIABILITIES & EQUITY	(110,364.71)	3,251,766.60

**Lansing Housing Commission
Housing Choice Voucher
Balance Sheet for March 2023**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
8001-0000-111111 Chase Checking	44,997.37	833,902.53
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	(36,178.12)	(16,454.27)
8002-0000-112200 Accounts Receivable	-	-
8002-8002-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	-
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	(86,384.38)	(34,613.79)
8002-5005-115700 Intercompany	(124,809.80)	(277,565.83)
8001-0000-121100 Prepaid Insurance	(2,521.30)	12,606.54
8001-2010-144000 Construction in Progress	-	-
8001-0000-146500 Dwelling Equipment - Ranges &	-	48,177.33
8001-0000-148100 Accumulated Depreciation-Build	-	(34,923.87)
8002-0000-148100 Accumulated Depreciation-Build	-	-
8001-0000-150300 Deferred Outflow - MERS	-	(149,179.00)
8001-0000-150301 Deferred Outflows-OPEB	-	13,793.25
TOTAL ASSETS	<u>(204,896.23)</u>	<u>395,742.89</u>
LIABILITIES		
8001-0000-200000 OPEB Liability	-	(15,316.00)
8001-0000-200300 Pension Liability	-	(13,721.00)
8001-0000-210000 Construction Costs Payable	-	-
8001-0000-211100 Accounts Payable	(4,197.32)	19,003.55
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	-	11,084.14
8001-0000-213400 Utility Accrual	-	-
8001-0000-213500 Accrued Comp Absences - Curr	-	8,499.54
8001-0000-214000 Accrued Comp Absences - non curr	-	48,164.14
8001-0000-210000 Deferred Inflow - MERS	-	124,455.00
8001-0000-210001 Deferred Inflows - OPEB	-	40,283.04
8001-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u>(4,197.32)</u>	<u>222,452.41</u>
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	(39,710.99)	782,376.49
8001-0003-282000 Income and Expense Clearing	-	(1,038.20)
8001-3000-282000 Income and Expense Clearing	-	(2,130.72)
8002-0000-280100 Invest C	-	3,047.00
8002-0000-280400 Restricted Net Assets	-	152,357.00
8002-0000-280500 Unrestricted Net Assets	-	453,953.00
8002-0000-282000 Income and Expense Clearing	(160,987.92)	75,602,688.84
8002-8002-282000 Income and Expense Clearing	-	(76,506,065.94)
TOTAL EQUITY	<u>(200,698.91)</u>	<u>173,290.48</u>
TOTAL LIABILITES & EQUITY	<u>(204,896.23)</u>	<u>395,742.89</u>

April 26, 2023

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

March 2023 Housing Choice Voucher (HCV) Monthly Report

CONTACT PERSON:

Jennifer Burnette
Director of Housing Programs

Family Self Sufficiency (FSS):

LHC staff is continuing to outreach for additional participation in the FSS program. We have 1 new participant. We are also finalizing 2 graduations.

HCV Orientations:

LHC issued twenty-two (22) vouchers in the month of March.

Four (4) VASH orientations virtually were held for the month of March 2023, and four (4) vouchers were issued with the assistance of community partners. There are currently an additional 7 vouchers issued and out searching or pending inspection.

Waiting List:

Emergency Housing Vouchers: 29 of the 32 Emergency Housing Vouchers have been leased up, 1 are pending RFTA calculation and 1 is issued and are out searching for housing. 23 households are out searching for units in the regular HCV Program, 32 applicants are pending documentation or final approval, 1 applicant is pending a hearing, 39 units are approved pending inspection and/or pending lease-up.

Department Initiatives:

In the HCV Program, there are currently 1,766 vouchers housed in all its programs. 40 participants are with the Shelter Plus Care Program (S+C), 60 are housed under the Permanent Supportive Housing Program (PSH), 29 are housed under the Emergency Housing Voucher Program (EHV), 125 are housed under the HUD-Veterans Affairs



Supportive Housing (VASH), 31 at Waverly Place, 29 are housed at Hildebrandt Park, 21 at LaRoy Froh, 46 are housed under the Holy Cross Permanent Supportive Housing (HCPSH) and 1,385 are housed under the Housing Choice Voucher Program.

Voucher Utilization

February Voucher Program Total Units	1,780
February Traditional HCV Utilization	1525
February % Utilized Units	86%

March Voucher Program Total Units	1,766
March Traditional HCV Utilization	1510
March % Utilized Units	86%

Voucher Disbursement

HUD February HAP Disbursement	\$961,278
LHC February HAP/UAP Disbursement	\$950,977
% Voucher Funding Utilization	99%

HUD March HAP Disbursement	\$981,267
LHC March HAP/UAP Disbursement	\$980,086
% Voucher Funding Utilization	99%
HUD Held Reserves as of October 2020	\$2,678,131

SEMAP Indicators

Indicator 1- Selection from the Waiting List

This indicator measures whether LHC has written policies in its administrative plan for selecting applicants from the waiting list. This indicator is not scored by PIC but is based on an internal review. LHC is on track to receive all points for this indicator out of a possible 15 as it does have 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 2023. 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 July 2023.

Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 12/01/2022. 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 32. 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 three (3) 24-hour deficiencies and thirty-eight (38) 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, 2023, 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 99%. 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, 18 slots/households or (49%) are enrolled. SEMAP certification requires the LHC to report the status of enrollment for the FSS program.

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

FSS Enrollment

PIC Scoring	Internal Scoring
N/A	5

Currently, 54% of the FSS participants enrolled in the program have progress reports/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 as of 3/31/2023.

April 26, 2023

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:
March 2023 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 97% (not including the modernization units) at the end of March. LHC Unit Months Leased (UML) was 286 (with units in MOD) or 97% occupancy rate. LHC maintained a 97% occupancy level, which meets the 96% recovery plan occupancy goal.

Public Housing (PH) Scattered Sites occupancy was 98% at the end of March. There was one (1) household moved in, three (3) residents moved out, and zero (0) units transferred. The total units occupied was 276, which equals 97%. At the end of March, PH scattered sites had a total of 67 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	286	276	97%	1	3	0	0
Totals	286	276	97%	1	3	0	0

RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
PH Scattered Sites	\$ 35,687	\$ 39,403	\$ 0	110%
Totals	\$ 35,687	\$ 39,403	\$ 0	110%

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
1717 Glenrose	3	8-1-22				
2139 Forest	2	2-9-23				
1125 Glenn	3	10-25-22				
1200 Parkview	3	12-19-22				
4351 Balmoral	3	12-19-22				
1216 Weiland	3	12-19-22				
321 Fenton	3	12-19-22				
1223 Whyte	3	3-31-23				
4206 Courtland	3	3-10-23				
2600 Fireside	4	3-1-23				





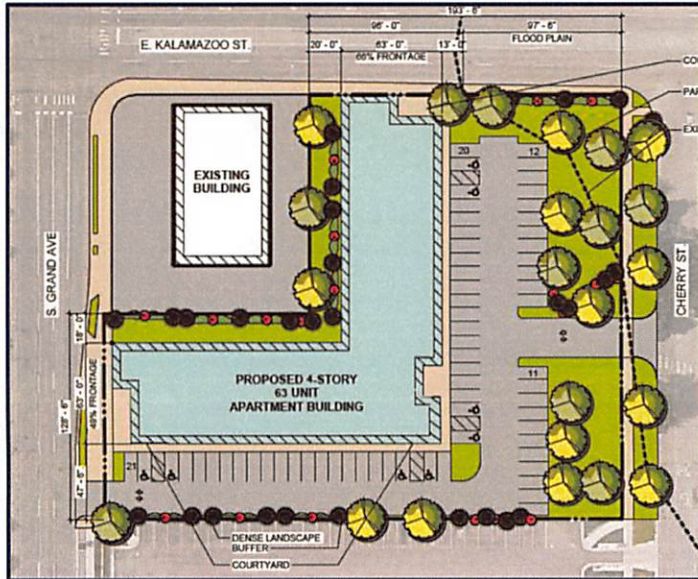
Lansing Housing Commission (LHC)

April Board Meeting

April 26, 2023

Riverview 220 is a plan for a new development mixed use building located on the site across the street from LHC

Riverview 220



Parcel IDs

- 220 E. Kalamazoo:33010116452013
- Zoned: B, Residential - Single

Street Boundaries

- North: E. Kalamazoo St.
- East: Cherry St.
- South: E. Lenawee St.
- West: S. Grand Ave.

Development

- 1 New buildings
- Residential affordable, residential market rate, and commercial space

Project Information

Location

- Prime point of entry to the downtown corridor
- Parking lot and deteriorated building
- Across from LHC Office

Building Detail

- ~64,000 sq. ft. residential
 - 56 2-Bedroom
 - 7 3-Bedroom
- ~26,000 sq. ft. common areas
- ~2,200 sq. ft. commercial office
- 65 parking spaces

Environmentally Friendly

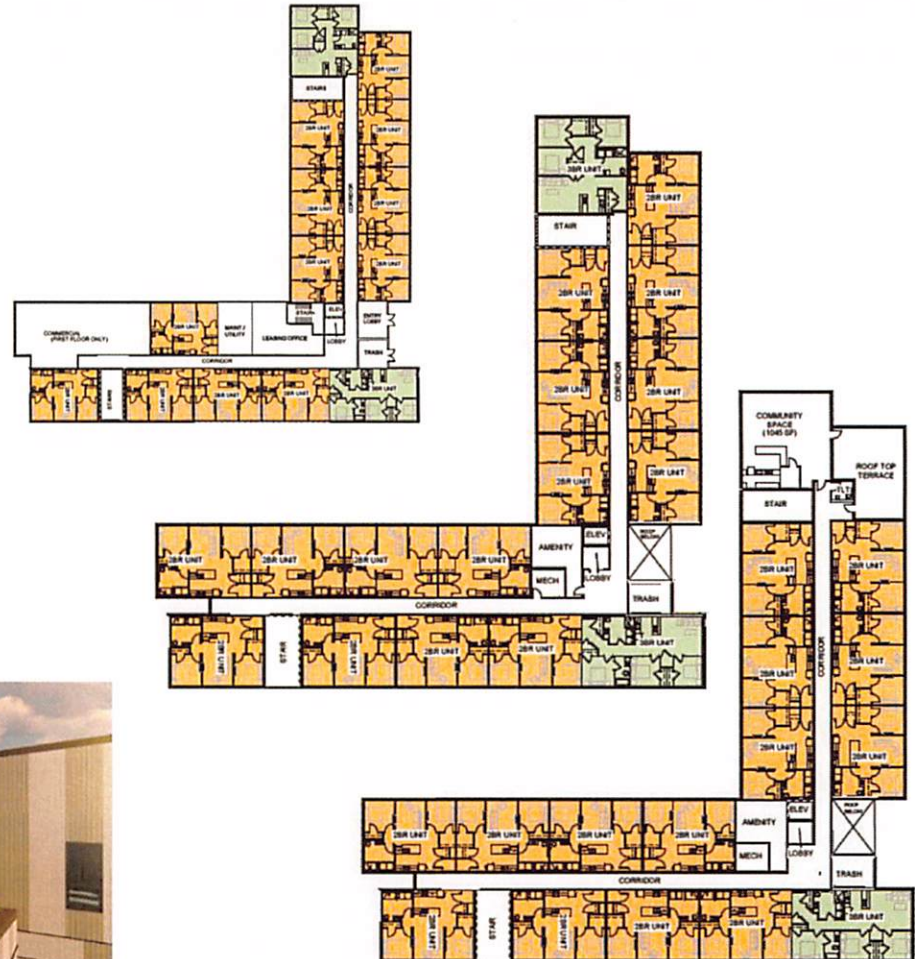
- Incorporation of green and efficiency programs

Community Needs

- 2 and 3-bedroom units
- Mixed-use building with 7 market rate units, first in the community
- Building out areas around other developments

The project will be 4 story L shaped building with adequate surrounding parking and new green space

Riverview 220

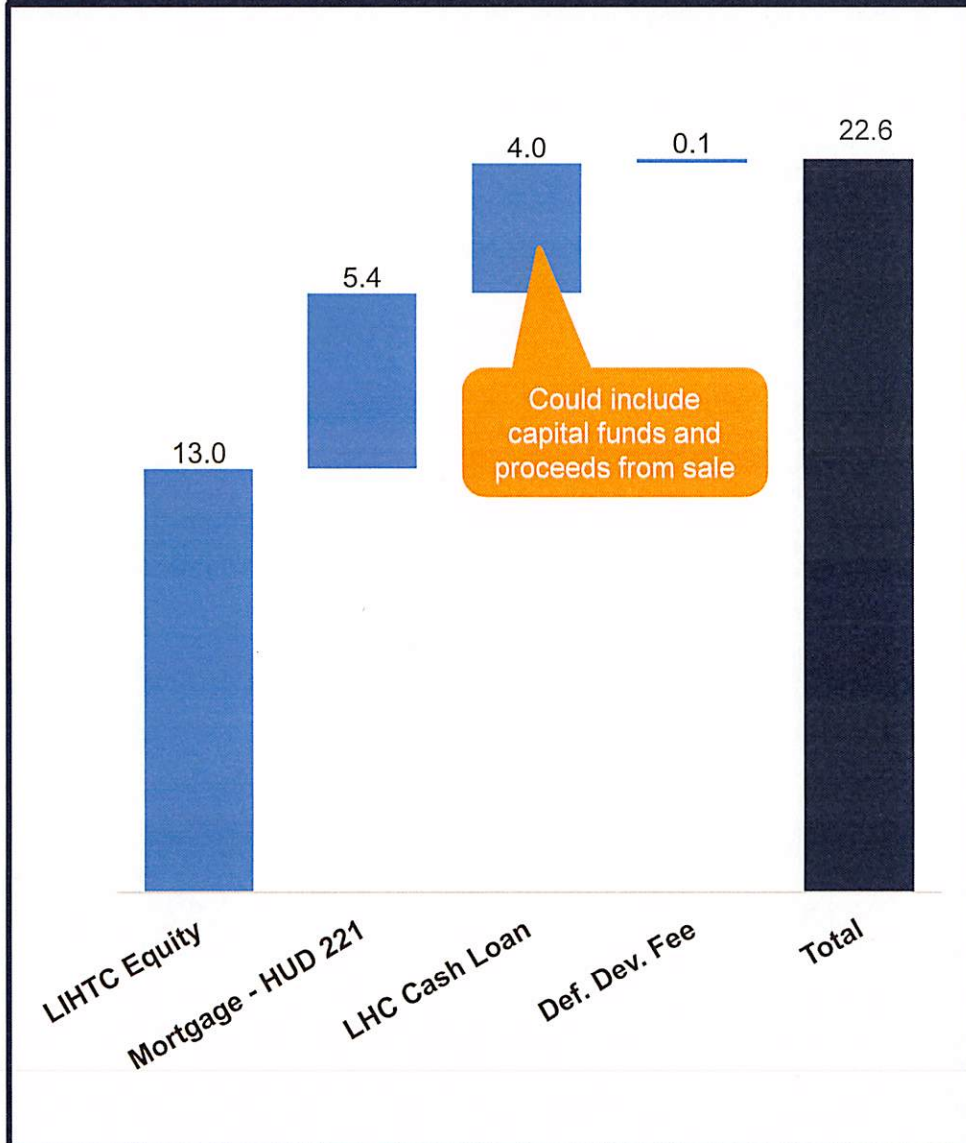


The project will include leveraging government programs and different funding sources

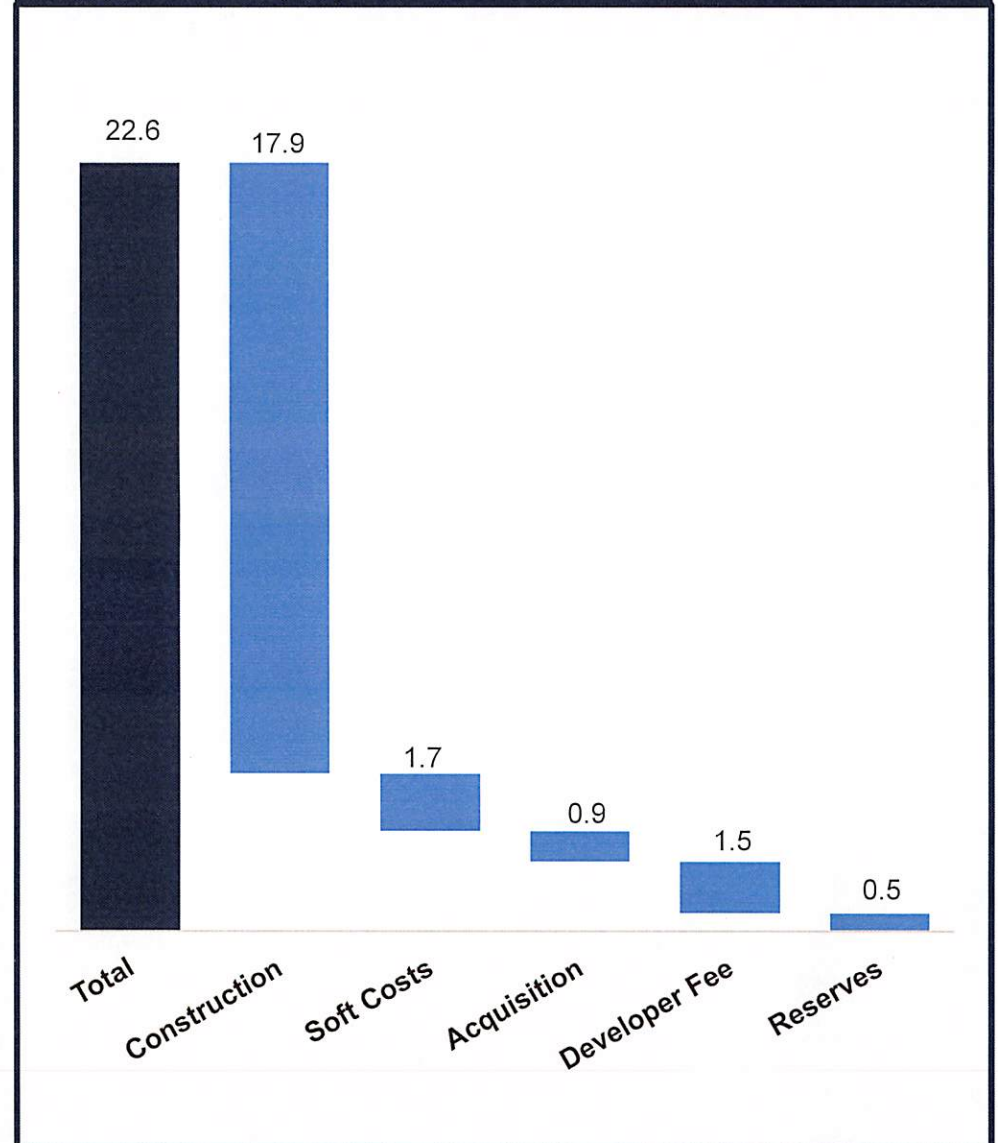
<u>Area</u>	<u>Description</u>
RAD and TOA	<ul style="list-style-type: none">• HUD's Rental Assistance Demonstration (RAD) program will be used for this new development• Forest 28 units will go through RAD and become Section 8 housing• Subsidy from Forest will be transferred to Riverview 220 via HUD's Transfer of Assistance (TOA)• Current Forest residents will have choice to remain in rehabbed Forest or move to Riverview 220• Forest will be subsidized through project-based vouchers (assuming Board Approval)
MSHDA LIHTC	<ul style="list-style-type: none">• Both 4% and 9% Low Income Housing Tax Credit (LIHTC) applications were submitted to the Michigan State Housing Development Authority (MSHDA) applications on April 3, 2023• Riverview 220 was the highest self score for 9% applications in its category• MSHDA review and awards should be final in July or August
LHC Proceeds from Sale	<ul style="list-style-type: none">• LHC will use cash proceeds from sales of past deals to provide a loan to the new development as a source of funding
Debt	<ul style="list-style-type: none">• Similar to past RAD / LIHTC deals at Capital City Apartments, Hildebrandt Park, LaRoy Froh, and Waverly Place debt from financial institutions will be used to fund the new development

The total development budget is \$22.6M for the project, which includes \$4M of cash as a loan from LHC available funds

Sources of Funds* (\$M)



Use of Funds* (\$M)



Next Steps

- 1 Receive Board feedback regarding project details and path forward
- 2 Receive MSHDA final scores to determine project viability (June / July)
- 3 Provide monthly updates at Board meetings and introduce resolutions required to move forward

Agenda

1

Review Riverview 220 project