



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

Agenda

Lansing Housing Commission

February 28, 2024, rescheduled to March 12, 2024

1. Call to Order
 - a. Roll Call
 - b. Approval of Minutes of January 24, 2024
2. Public Comment – limit 3 minutes per person
3. Action Items:
 - a. Executive Director/CEO Contract Renewal
 - b. Resolution 1364 – Parking Lot SW Corner Purchase
 - c. Resolution 1365 – Approval of HUD CoC Grant Oversight Policy Board
 - d. Resolution 1366 – Approval of HUD CoC Match Policy
 - e. LHC Board Policy on Conference Attendance - Proposed
4. Informational Items:
 - a. Finance Report January 2024 Steven Raiche
 - b. Housing Choice Voucher January 2023 Jennifer Burnette
 - c. Asset Management Report January 2023
Scattered Sites Karen Chase
5. Discussion Items:
 - a. Long Range Planning
 - b. Member Services Overview – Victor Verchereau
6. Other Items
7. Deputy Director Comments
8. Executive Director's Comments





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9. President's Comments

10. Adjournment.

Minutes of January 24, 2024

Commissioner Henry called the meeting to order at 5:30 p.m. Mr. Fleming called the roll.

PRESENT AT ROLL CALL: Commissioners Emma Henry, Loria Hall, Ashlee Barker, Heather Taylor, and Don Sober left 7:00pm.

STAFF:

Jennifer Burnette	Steve Raiche
Douglas Fleming	Kim Shirey

Guests: None

Commissioner Barker motioned and Commissioner Hall seconded a motion to approve the minutes of the November 20, 2023, commission meeting. **The Motion was approved by all members present.**

Public Comment: limit 3 minutes per person

- Oliver Garden Resident would like to know when Oliver Garden will be remolded.
- The Executive Director explained they are applying for tax credit round in October. The soonest it could happen in 2026.

Action Items:

- Executive Director/CEO Contract Renewal – Tabled until next meeting for more information.

Commissioner Henry motioned to table seconded by Commissioner Barker.

Motion was approved by all members present.

- Executive Director/CEO Bonus –

Commissioner Henry motioned Commissioner Barker Seconded to approve to pay bonus as in years past as stated in contract due to continued development, PHA standing with HUD etc.

Motion was approved by all members present.

- **Resolution 1361** – Lansing State Journal Land Purchase. Executive Director/CEO explained this is purchase of lot only. Due to move the 4% deal if city does not come through with sale of the parking lot where the 4% deal has already been approved. At the end of February, we should know if the city will sell the lot. Hopefully before.

Commissioner Barker motioned Commissioner Hall seconded to approve the purchase of the Lansing State Journal.

Motion was approved by all members present.

- **Resolution 1362** – Baryames Land Purchase. The Executive Director/CEO has the authority to negotiate for the property. The property is located on the corner of Kalamazoo and Grand River. The development would be 9% deal 63 units and 4% deal 55 units. MSHDA requires a specific number of parking spots. If the city does not sell LHC the parking lot, we are short parking spaces per MSHDA requirements. Purchasing this lot will give us the necessary spaces. This would be done in conjunction with CATA. CATA is working with the legislature to obtain the required funding. CCA is helping with this deal.

Commissioner Hall motioned Commissioner Barker seconded to approve the purchase of the Baryames Land Purchase.

Motion was approved by all members present.

- **Resolution 1363** – Significant Amendment to Annual Plan. Phase 1 of the project would allow residents of Forest at the time of the close to be the first residents to get the opportunity to move in. Hoyt was included for the future. It requires HUD approval and must be indicated in our 5-year plan.

Commissioner Barker motioned Commissioner Hall seconded to approve the significant amendment.

Motion was approved by all members present.

- **LHC Board Policy on Conference Attendance** – Proposed. This policy comes from the change in by-laws about attendance at the board meetings. The discussion was also about having a policy for attendance at conferences. Commissioner Taylor stated she was told commissioners were put on hold for attending conferences and asked if it

was voted on. Commissioner Henry stated no vote was held for the change in the by-laws with a discussion at the next board meeting on commissioners' attendance at conferences. Commissioner Taylor reiterated that she feels she was slighted when it comes to the attendance of the conference. Commissioner Taylor thought the situation was handled incorrectly. The discussion went back and forth until this was tabled until the next board meeting. Commissioner Taylor would like more time to go over the policy before it is voted on.

Commissioner Henry motioned Commissioner Taylor seconded to table this discussion until next board meeting.

Motion was approved by all members present.

Informational Items:

Finance Report December 2023

- The financial reports are now at the mid-way point of our year and are beginning to see what we expect to see.
- In December we did receive some development fee income. We also brought down the capital funds for our operating subsidy which will appear in the LIPH totals.
- We contributed \$800,000 to our pension fund in an effort to keep that funded liability at around 90% and honor our commitment to both our current employees that are eligible and our legacy employees. We can be proud of the fact that our pension is funding is secure.

Housing Choice Voucher December 2023

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

- In the month of December, we issued 9 regular HCV vouchers, 4 VASH orientations and 4 vouchers were issued.
- We have 15 that are issued out searching or pending inspection with the VASH. We have 1 that is pending inspection and 1 in the application process.
- We have 53 regular HCV that are currently out searching for units. We have 29 applicants that are pending documentation or final approval. They are working through to get them approved and a voucher to them soon. Then we have 10 units that are approved and pending inspection or pending lease up.



- We did begin pulling off our new waiting list. We tried to employ a couple of new tactics by sending out emails in advance hoping that maybe we will grab some people's attention telling them to watch for them coming in the mail. These are some things that you should get ready to prepare for in hope that will increase the responds time.
- A question was asked about specific vouchers for families who are involved in child welfare system and have we looked into utilizing those vouchers.
- Kim explained that there are specific vouchers called family unification vouchers. They are specifically designated for families that are struggling with maintaining permanent housing. After talking to Child and Family services, we made preference that any referrals provided by Child and Family services as it relates to foster care. At the time we contacted them the need was for children aging out of foster care. That is what they asked us to make a preference on. So currently our preference is for those that are aging out of foster care.

Asset Management Report December 2023

Public Housing (PH) Scattered Sites – Kim Shirey

- **Public Housing Scattered Sites** we currently have 100 units left in public housing. 95 of them are occupied, which is an occupancy rate of 95% at the end of December. There were zero (0) move-in, zero (0) move-outs, and zero (0) transfers.
- Out of the 5 units that are vacant, we hope to have 3 of those units filled by February 1.
- There was a total of 27 open work orders.
- As of January 1, we removed 28 more scattered sites out of the public housing due to the SK Lansing sale and they went to project base vouchers.

LIHTC Update - we are waiting for the city for the sale of the land across the street from our office. Once we hear from the council after they vote on the sale we will move forward.

Discussion Items:

- Long Range Planning – Doug has contacted an entity that does long range planning. They can help with what are some other things that we can do for investment. We are looking for ways in which we can leverage the investment money into more affordable housing here in the city. This group works specifically with bonds. They have done a lot of bonding and helped other public housing planning and other groups like us. There

are two public housing entities that are left in this country. There are some like us that are going through RAD and then there are the old public housing that are just hanging on.

- So, part of this strategic plan is to work with both staff and the board to see what we might look like in 3 to 5 years and what are some of the needs we might have. This is a rough schedule of what that might look like.
- We will need to get together to discuss what is going to happen. I need the boards input to see how that will happen.
- I have not engaged yet. He wants to get input from the board to see if the board wants to continue.
- Commissioner Henry thinks it is a great idea to engage in this process. I think it is critical that both staff and board members have input. As far as structing, I am open to whatever works for everyone and think the key is to everybody being there. Commissioner Taylor stated this is information we could have gotten at that training considering it was training for the commissioners. It indicated how to evaluate the executive director, how to get better commissioner things we want to put on in the meeting for discussion. Let's research that information.
- Doug will engage them and next month I will be looking for from you is how do you want the input to look like. Do you want it to be over several months, do we want to do it in one night, do we in a retreat. Whatever the board indicates they want to do.
- The group's name is CSG advisors. They are not local. There is not anyone local because they are specific to public housing.

Other Items: None

Deputy Director Comments:

- In the month of December, we assisted 23 families and provided Christmas for 68 children who participate in our various programs. That includes fulfilling their wish lists wrapping their gifts and we also included stocking this year which is something we have not done in the past. We gave staff the opportunity to go out and shop for these families. They realized that it takes a lot of energy and effort than they thought. To see the faces on some of the families when they come to pick up their gifts, we received a couple of emails stating they received more for their family and children than they ever dreamt they could have. It was just shocking. When they were loading the cars, they would say wow I didn't know it would be this much. Pretty cool to experience.



- Question what type of gift did we give? The families each provided a wish list for their children, and we tried to fulfill that wish list as long as it was reasonable and not iPads or laptops or gaming systems or stuff like that.
- I also attended the conference in San Deigo. I attended sessions that were related to the new HOTMA changes coming out regarding the programs. The HOTMA stands for the Housing Opportunity through Modernization Act. It started in 2016 and is now being implemented in 2024. A lot of the sessions revolved around the policies regarding these changes and the fact that the technology is not ready for these changes. HUD is behind in implementing the codes and the guidelines for people like our Elite software, people that manage the HUD database where we are supposed to pull this information from. Housing authorities are supposed to implement these changes by October 2024. One of the sessions I sat in was with various vendors. HUD has promised them to receive all the necessary information by May. They still have to do all the testing and go through debugging. They are assuming that there will be an extension for that compliance.
- They are also rolling out a new income verification system. They are going from the enterprise income verification system to what they are calling the HUD information program (HIP) which was supposed to be rolled out the beginning of this year but is not close to being ready to implement due to it is still in the guidance and programing stages.
- One of the sessions I sat in was more regarding the actual changes that are coming through. Which one of the biggest changes is the way we calculate the assets. That is a big change that will affect the senior population in subsidized housing. Right now, HUD has no limits on assets.
- The final session that I sat through was the new inspection changes. They are going from what was called REAC inspection base to an INSPIRE inspection base and one of the biggest changes is that there used to be only 9 24-hour violations and now there are over 80. Another big change is we must have documentation regarding our water source that comes into our properties. And that is because of the Flint issue that they had.

Executive Directors Comments:

- Kim covered HOTMA. I think to say at the conference that is the biggest topic in all public housing across the country right now. Because it has a far-reaching impact on everything from like Kim said they way we calculated income to how we inspect units. But our frustration with HUD as it always is that we have systems in which we have to

upload stuff in which they may measure us on, and they don't have it. As Kim said the vendor who are going to write the software still don't have the information that they need to write the software for stuff that is supposed to be implemented in October. The vendors still will need time for testing and debugging.

- Another topic at the PAHDA conference was BABA (Buy America Build America) it is part of the infrastructure act that they passed. The vision is that at some point in the future that all the manufactures in America will get onboard with BABA they are going to now produce BABA certified products. The problem with this, more so for public housing, it that it sounds good in theory but here is the problem we have partially if you are public housing agency you get funded through a budgetary process. We get 85 to 90 cents on the dollar. We say we need 100,000 and they give you 90,000 and say figure it out that is how they have been doing public housing for years. Now they turn it around on the other side. That is revenue side and now the expense side they say we have cabinets that we can put in for \$100 well they are not made in America not BABA certified. Now you must go buy cabinets that are \$120 or \$130 so they don't give you enough money to fix stuff to start with now they are going to force us pay more on the back side. And there is no definition of what BABA means. This is already in effect. If you can't find BABA certified product you can ask for a waiver. The waiver is a 30-day process best case scenario.
- I also attended a LIHTC conference by Novagradac. The big two take aways there is some money out there for missing middle and there are some credits for missing middle. The difference between affordable and missing middle affordable is 30 to 80 percent, missing middle can go up to 120 percent. There are some dollars out there. I made contact with a couple of people about looking into missing middle credits and how we will be able to get them. Again, to layer them with our current credits. Hopefully we can do that and build a missing middle project.
- The last thing – I passed out a document that is produced locally in Lansing. I found it interesting as an FYI. It has statices that are put together locally about people that end up in court as a result of non-pay. HUD made a new 30-day rule. You can't do anything in the courts until 30 days after that. That already makes their balance two months late. Then you have the whole court process that can take another 30 to 60 days. The it was intended to help people give them time to figure out a way before they got evicted but has the opposite effect. The intent of the policy was a good idea, but the implantation is going to be horrific.





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Development Activities:

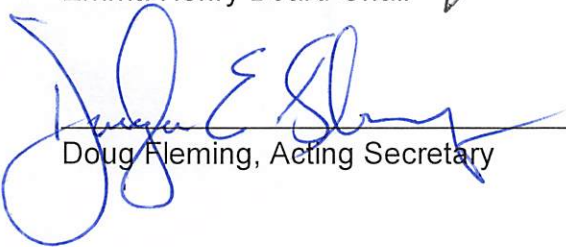
Other Activities:

President's Comments:

Other Business:

Adjournment: The meeting was adjourned at 7:27 p.m.


_____ Date 3/12/24
Emma Henry Board Chair


_____ Date 3/12/24
Doug Fleming, Acting Secretary

**WRITTEN CONSENT
OF THE DIRECTORS OF LANSING HOUSING COMMISSION**

The undersigned being authorized by its board of commissioners of the Lansing Housing Commission, a body politic corporate of the State of Michigan (the "Corporation"), does hereby consent to the following resolutions:

PURCHASE AGREEMENT RESOLUTION

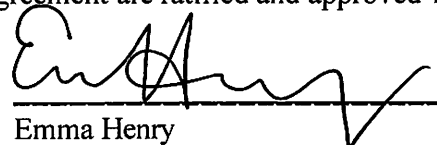
RESOLVED, the Company is authorized, empowered, and directed to pursue and execute if in the interest of the Company complete the purchase of the **SW Corner of LHC parking** as contemplated by the Purchase Agreement by and between the Company, as Buyer, and **William Gempel Trust**, as Seller which terms will not exceed \$32,000 purchase price;

RESOLVED FURTHER, that the proper officers of the Corporation have authorized, empowered, and directed Douglas Fleming (Executive Director) to take such further action on behalf of the Corporation as he deems necessary to effectuate the foregoing. 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;

Dated:
Resolution 1364



Emma Henry
Chair - Board of Commissioners
Lansing Housing Commission



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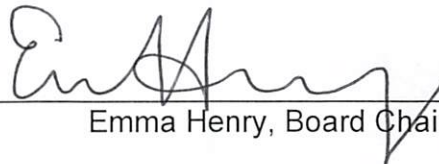
Resolution No. 1365

Adopted By the Lansing Housing Commission

March 12, 2024

BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:

Douglas Fleming, acting in the capacity of Executive Director, is authorized to approve HUD CoC Grant Oversight Policy Board for the HUD Continuum of Care Grant Administration as stated.

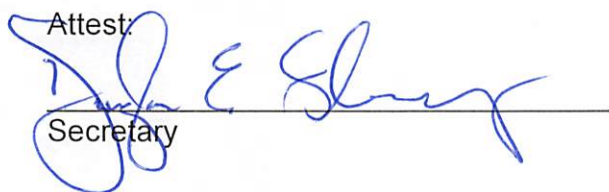


Emma Henry, Board Chair

Yeas 5

Nays 0

Abstentions 0

Attest:


Secretary

For Clerk Use Only

Resolution No. 1365
Date Adopted 03/12/2024



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March 12, 2024

Lansing Housing Commission
419 Cherry St.
Lansing, Michigan 48933

HONORABLE MEMBERS IN SESSION:

SUBJECT:
Approval of Hud CoC Grant Oversight Policy Board

RECOMMENDATION:
Staff recommends adoption of Resolution No.1365

CONTACT PERSON:
Douglas Fleming
Executive Director
(517) 372.7996

SUMMARY:
This resolution will approve the formation and duties of the CoC Grant Oversight Policy Board as a requirement as a grantee for all HUD CoC Grants such as Permanent Supportive Housing and Shelter Plus Care.

BACKGROUND:
As a direct grantee of HUD CoC Grants it is a requirement that LHC forms a board in which members review all policies as it relates to the HUD CoC Grants. This board will be made up of at least one homeless individual or formerly homeless individual as required under the grant. This Board will review all policies and procedures on at least an annual basis and will have no direct connection to the regular LHC Board.

FINANCIAL CONSIDERATION:
None as it relates to this policy.

POLICY CONSIDERATIONS:
The Board is charged with the responsibility to approve policies for LHC. The review, and consideration of HUD CoC Grant Oversight Policy Board has also been cited as a HUD Monitoring deficiency. HUD requires such Board creation, along with a policy to be a direct grantee of HUD CoC Grants. As such, adopting the HUD CoC Grant Oversight Board Policy fulfills the Board's fiduciary responsibility to approve LHC policies utilizing good governance practices, and allows LHC to be in compliance of grant administration.

Respectfully Submitted, 
Douglas Fleming, Secretary of the Board
Lansing Housing Commission





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Resolution No. 1366

Adopted By the Lansing Housing Commission

March 12, 2024

BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:

Douglas Fleming, acting in the capacity of Executive Director, is authorized to approve HUD CoC Match Policy for the HUD Continuum of Care Grant Administration as stated.

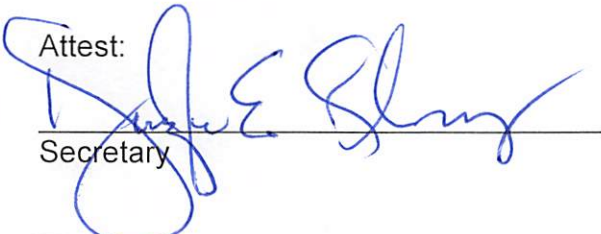


Emma Henry, Board Chair

Yeas 5

Nays 0

Abstentions 0

Attest: 

Secretary

For Clerk Use Only

Resolution No. 1366
Date Adopted 03/12/2024



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

March 12, 2024

Lansing Housing Commission
419 Cherry St.
Lansing, Michigan 48933

HONORABLE MEMBERS IN SESSION:

SUBJECT:
Approval of HUD CoC Match Policy

RECOMMENDATION:
Staff recommends adoption of Resolution No.1366

CONTACT PERSON:
Douglas Fleming
Executive Director
(517) 372.7996

SUMMARY:
This resolution will approve a HUD Match policy which is a requirement for all direct grantees of Continuum of Care (CoC) Grants.

BACKGROUND:
As a direct grantee of HUD CoC Grants it is a requirement that LHC forms a policy as it relates to 25% match requirements of all awarded grants.

FINANCIAL CONSIDERATION:
24 CFR 578 requires that all HUD CoC contracts include matching funds of 25% for each budget line item except leasing. § 578.73 Matching requirements:(a) *In general*. The recipient or subrecipient must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources. For Continuum of Care geographic areas in which there is more than one grant agreement, the 25 percent match must be provided on a grant-by-grant basis. Recipients that are UFAs or are the sole recipient for their CoC may provide a match on a Continuum-wide basis.

POLICY CONSIDERATIONS:
The Board is charged with the responsibility to approve policies for LHC. The review, and consideration of HUD CoC Match Policy has also been cited as a HUD Monitoring deficiency. HUD requires such a policy to be a direct grantee of HUD CoC Grants. As such, adopting the HUD CoC Match Policy fulfills the Board's fiduciary responsibility to approve LHC policies utilizing good governance practices, and allows LHC to be in compliance of grant administration.

Respectfully Submitted, 
Douglas Fleming, Secretary of the Board
Lansing Housing Commission

TDD/TTY #: 1-800-545-1833 Ext. 919



"Equal Housing Opportunity"



Lansing Housing Commission

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CoC Programs Match Requirements and Oversight

Contract Match Policy & Protocol

As a recipient of grants via multiple funding programs and sources, Lansing Housing Commission (LHC) is required to obtain and record match funding for most grant awards. The Lansing Housing Commission will abide by all contractually required Match funding obligations, federal program regulations as well as NOFA and annual contracts. Specific obligations to be met with regards to cash and/or in-kind match will be followed for all match planning and project activities. Both cash and in-kind match requirements will be assessed annually upon application and contract receipt and all match funding will be met with only regulatory allowable sources during specified time frames.

Protocol

All contributions, including cash and third party in-kind, shall be accepted as part of LHC's cost matching, when such contributions meet all the following criteria:

- Are verifiable from on-site records
- Are not included as contributions for any other federally-assisted project or program
- Are necessary and reasonable for proper and efficient accomplishment of project or program objectives
- Are allowable under the applicable cost principles
- Are not paid by the Federal Government under another award, except where authorized by Federal statute to be used for cost matching
- Are provided for in the approved budget when required by the Federal awarding agency

Match sources may change on an annual basis dependent upon availability and arrangement of allowable sources. Depending on contract match funding requirements, memorandums of understanding, letters of intent or letters of understanding will be developed and maintained to document partnerships that support the provision of cash and or in-kind match, the allowable sources of said match, and the timeframe with which match will be provided.

Financial Oversight

Financial Oversight will ensure :

- Form of match is eligible
- Value of each match is correctly calculated
- Timing of match is recorded correctly
- Match Records are documented correctly



Process

- The Chief Financial Officer (CFO) or his/her designee will work with the grant staff incorporating match acquisition and supporting documents. Match Documentation and record keeping will be maintained and updated quarterly by all parties.
- The CFO or his/her designee will analyze match records ensure match meets the objectives stated above on a quarterly basis. This includes recordkeeping, accounting, reconciliations in preparation.

Key Considerations & Requirements for Collecting CoC Match

24 CFR 578 requires that all HUD CoC contracts include matching funds of 25% for each budget line item except leasing.

§ 578.73 Matching requirements.

(a) *In general.* The recipient or subrecipient must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources. For Continuum of Care geographic areas in which there is more than one grant agreement, the 25 percent match must be provided on a grant-by-grant basis. Recipients that are UFAs or are the sole recipient for their CoC may provide a match on a Continuum-wide basis.

Cash match must be used for the costs of activities that are eligible under subpart D of this part, except that HPCs may use such match for the costs of activities that are eligible under § 578.71.(b)

Cash sources. A recipient or sub recipient may use funds from any source, including any other federal sources (excluding Continuum of Care program funds), as well as State, local, and private sources, provided that funds from the source are not statutorily prohibited to be used as a match. The recipient must ensure that any funds used to satisfy the matching requirements of this section are eligible under the laws governing the funds in order to be used as matching funds for a grant awarded under this program. (c) *In-kind contributions.* (1) The recipient or sub recipient may use the value of any real property, equipment, goods, or services contributed to the project as match, provided that if the recipient or sub recipient had to pay for them with grant funds, the costs would have been eligible under Subpart D, or, in the case of HPCs, eligible under § 578.71.(2)

The requirements of 24 CFR 84.23 and 85.24 apply.(3) Before grant execution, services to be provided by a third party must be documented by a memorandum of understanding (MOU) between the recipient or sub recipient and the third party that will provide the services. Services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work in the recipient's or sub recipient's organization. If the recipient or sub recipient does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market.(i) The MOU must establish the unconditional commitment, except for selection to receive a grant, by the third party to provide the services, the specific service to be provided, the profession of the persons providing the service, and the hourly cost of the service to be provided.(ii) During the term of the grant, the recipient or sub recipient must keep and make available, for inspection, records documenting the service hours provided.

Code of Federal Regulations / Title 24 - Housing and Urban Development / Vol. 3 / 2013-04-01284



For Subsection D specifics see:

HEARTH FINAL RULE sections 578.37 – 578-63 The application and grant agreement indicate the actual amount of match funding required per contract and include a detail of the anticipated source of match prior to contract execution.

- Match documentation must detail the source of funds: are the funds private, local, state, or from federal sources.
- Match documentation must include the grant number, operating year, value and use of match.
- Match documentation must indicate if the match is "cash" match or in-Kind match.

If In-kind match:

- Services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work in the recipient's or sub recipient's organization. If the recipient or sub recipient does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market.

If Cash:

- may use funds from any source, including any other federal sources (excluding Continuum of Care program funds), as well as State, local, and private sources, provided that funds from the source are not statutorily prohibited to be used as a match. The recipient must ensure that any funds used to satisfy the matching requirements of this section are eligible under the laws governing the funds in order to be used as matching funds for a grant awarded under this program.

• Example: Cash match includes funding that comes from LHC to pay for staff that are supporting the CoC project. This is an example of cash match not in-kind match. When another agency or individual provides services directly related to the grant this is in-kind match.

Prior to grant execution MOU's must be in place with the organization providing the match. The MOU must be on the letter head of the organization providing the match. MOU must INCLUDE: Unconditional commitment except if don't receive grant to provide services, the specific service to provide, the professional of person to provide it and the hourly cost. (establishes the unconditional commitment, except for selection to receive a grant, by the third party to provide the services, the specific service to be provided, the profession of the persons providing the service, and the hourly cost of the service to be provided. (ii) During the term of the grant, the recipient or sub recipient must keep and make available, for inspection, records documenting the service hours provided.)

The following forms are required to document and manage the match collection process and should be retained under the same requirements of the documentation retention policy.

1. Match Schedule: this details the contract number, project name, match amounts by budget line item, total match required, Source of Match, Type of Match, MOU requirements/needs/dates of MOU and date next MOU is needed
2. Match Services Reporting Form detailing the source of funds, the grant number and operating year, value of the match, type of match- cash or in kind, organization name and address providing match, signature of authorized agent providing match,





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3. Required forms necessary to document all match per each individual contract

Match Requirements for CoC Programs

The Recipient or subrecipient of a CoC Program grant must match all grant funds (except for leasing funds) with no less than 25% of individual grant funds with cash or in-kind contributions from other sources on a grant-by-grant basis.

Match can be cash or in-kind contributions/services, on a grant-by-grant basis

Match must be used on eligible costs of the project (as defined under Subpart D of the HEARTH Act)

ROLES AND RESPONSIBILITIES:

The Lansing Housing Commission (Grantee) and Sub-Recipients share in the responsibility and collection of match requirements for CoC grant funds:

Grantee	Sub-Recipient(s)
Clearly explain match responsibilities	Identify match resources
Review match verification worksheet to ensure that enough eligible match is provided during the CoC application process	Ensure that match resources are eligible (see process map)
Implement a mid year and/or end of year match verification validation	Complete match verification worksheet at application and at the mid point of the grant
Monitor and verify match during onsite site visit	Accurately document match

CASH MATCH SERVICES REPORTING REQUIREMENT

Cash match is when you, as the recipient or subrecipient of the CoC award, are paying for an eligible activity, or when you are paying for a staff member to carry out that eligible activity, with funds from your agency that are not CoC Program grant funds.

Cash Match should be reviewed regularly at monitoring visits of subrecipients. LHC utilizes quarterly reporting of match and a final accounting and close out of contract.

During the grant, recipients must document the expenditures paid for with cash match to demonstrate that the funds were spent on eligible activities. Match reports are submitted quarterly.



Cash Match Documentation:

Commitment letters must include the following and be drafted on letterhead and signed by the authorized signor to attest the match document is true and accurate. The letter must include the following:

1. Amount of cash to be provided to the recipient for the project
2. Specific date the cash will be made available
3. The actual grant and fiscal year to which the cash match will be contributed
4. Time period during which funding will be available
5. Allowable activities to be funded by the cash match

ORGANIZATIONS SERVICE AND RATE /VALUE DETERMINATION

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria: Are: verifiable from the non-Federal entity's records; Are not included as contributions for any other Federal award; Are necessary and reasonable for accomplishment of project or program objectives; Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs; Are provided for in the approved budget when required by the Federal awarding agency.

When a third-party organization furnishes the services of an employee, these services must be valued at the employee's regular rate of pay plus an amount of fringe benefits that is reasonable, necessary, allocable, and otherwise allowable.

Volunteer services furnished by third-party professional and technical personnel, consultants, and other skilled and unskilled labor may be counted as cost sharing or matching if the service is an integral and necessary part of an approved project or program. Rates for third-party volunteer services must be consistent with those paid for similar work by the non-Federal entity. In those instances, in which the required skills are not found in the non-Federal entity, rates must be consistent with those paid for similar work in the labor market in which the non-Federal entity competes for the kind of services involved. In either case, paid fringe benefits that are reasonable, necessary, allocable, and otherwise allowable may be included in the valuation.

Donated property from third parties may include such items as equipment, office supplies, laboratory supplies, or workshop and classroom supplies. The value assessed to donated property included in the cost sharing or matching share must not exceed the fair market value of the property at the time of the donation.

The value of donated space must not exceed the fair rental value of comparable space as established by an independent appraisal of comparable space and facilities in a privately-owned building in the same locality.



RECORDKEEPING REQUIREMENTS

Recipients and sub-recipients must maintain complete, up-to-date written records and procedures for each CoC Program funded project. The records must indicate the grant and fiscal year for which each matching contribution is counted. The records must show how the value placed on third party in-kind contributions was derived. To the extent feasible, volunteer services must be supported by the same methods that the organization uses to support the allocation of regular personnel costs.

CONFIDENTIALITY OF RECORDS

In addition to meeting the confidentiality and security requirements for HMIS data, the recipients and subrecipients must develop and implement written procedures to ensure:

- All records containing protected identifying information of any individual or family that applies for and/or receives CoC Program assistance will be kept secure and confidential;
- The address or location of any family violence project assisted with CoC Program funds will not be made public, except with written authorization of the person responsible for the operation of the project; and
- The address or location of any housing of a program participant will not be made public, except as provided under a pre-existing privacy policy of the recipient or subrecipient and consistent with state and local laws regarding privacy and obligations of confidentiality.

RECORD RETENTION

All records pertaining to CoC Program funds must be retained for at least five years from the final expenditure of grant funds.

Where CoC Program funds are used for acquisition, new construction, or rehabilitation of a project site, records must be retained for 15 years after the date that the project site was first occupied, or used, by program participants.

Copies (paper or electronic) may be substituted in place of the original records. See requirements checklist below.

In addition to the reporting requirement in 2 CFR part 200, subpart D, the recipient must collect and report data on its use of o funds in an Annual Performance Report (APR), as well as in any additional reports as and when required by HUD.



Lansing Housing Commission

LHC Board Policy on Conference attendance - Proposed

1. Attendance at all conferences will be approved by a quorum of the board prior to the board member attending any conference where expenses are paid by LHC.
2. The board member must be in good standing with LHC administrative policies, LHC board policy as well as related policies of the city of Lansing.
3. All reservations, flights, car rentals or other transportation/travel arrangements will be completed by LHC administrative staff according to LHC travel policy.
4. Flights and hotels will be booked in standard class for all conferences/events based on availability.
5. Depending on the conference agenda LHC may pay for up to one night before or one night after the opening and close of the conference. This will be determined and communicated to the affected board members on an event-by-event basis.
6. Board members are expected to attend all conference functions in which they have been registered.
7. Spouses or other guests are welcome at the expense of the LHC board member. They may stay in the room paid by LHC with the board member at no extra cost. All other spousal costs related to the attendance of a guest will be the responsibility of the LHC board member.
8. Additional costs not related to the conference will be the responsibility of the LHC board member which includes but is not limited to souvenirs, tours, meals, drinks, spa treatments, etc.
9. A verbal or written report will be required after attendance at a conference at the next regularly scheduled board meeting on relevant information from the conference that is related to board policy and/or LHC operations or opportunities.

Lansing Housing Commission
Summary Results for January FY2024

Description	LIPH Total	COCC	HCV Admin	HCV	BA	CCPM
REVENUE:						
Total Revenue Variance - Fav (Unfav)	67,396	(796)	(14,175)	439,427	40,886	(13,266)
Tenant Revenue Variance	13,963	-	-	-	(44)	-
HUD Revenue Variance	46,649	(2,436)	(14,425)	440,827	-	-
Capital Fund Income	423	-	-	-	-	-
Other Income	6,361	1,640	250	(1,400)	40,930	(13,266)
Other	-	-	-	-	-	-
Budgeted Revenue	28,586	34,960	145,118	1,021,980	40,044	80,930
% Variance fav (unfav)	236%	-2%	-10%	43%	102%	-16%
EXPENSES:						
Total Expense Variance Unfav (Fav)	58,373	36,465	36,732	467,116	(19,275)	35,002
Salary Expenses	5,619	(15,805)	(6,863)	-	-	14,698
Employee Benefit Expenses	(691)	575	2,196	-	-	9,302
Utilities	139	74	-	-	-	10,125
Write-offs	-	-	-	-	-	-
Legal	(300)	663	-	-	-	-
Professional Services	884	1,079	6,333	-	(3,325)	(1,645)
Admin Services	-	12,500	27,018	-	(11,500)	1,000
Insurance	2,374	(220)	(283)	-	(499)	-
Sundry/Postage/Office Supplies	280	19,764	1,584	-	-	-
Management Fee	394	-	(2,885)	-	-	-
HAP Expense	-	-	-	467,116	-	-
Inspections	(500)	-	1,767	-	-	-
Pilot	1,147	-	-	-	-	-
Maintenance Costs	60,688	12,857	999	-	(50)	30
Maintenance Contract - Unit Turns	(9,725)	-	-	-	-	-
Other	(1,937)	4,978	6,865	-	(3,901)	1,491
Budgeted Expense	67,768	54,563	134,398	1,020,000	32,331	10,852
% Variance fav (unfav)	-86%	-67%	-27%	-46%	60%	-323%
Gain(Loss) on Sale of Assets	68,669	-	-	-	-	-
Curr Mo. Actual Net Income (Loss)	\$ (30,160)	\$ (56,864)	\$ (40,187)	\$ (25,708)	\$ 67,874	\$ (47,321)
YTD Actual Net Income (Loss) Net of CWIP	\$ (9,407)	\$ 129,858	\$ (145,172)	\$ 53,767	\$ 1,134,348	\$ (296,263)
Prior YR YTD Net Income (Loss)	\$ 719,291	\$ (56,601)	\$ (149,840)	\$ (433,756)	\$ 479,490	\$ -
Cash Balance - January 2024	\$ 3,126,542	\$ 1,206,800	\$ 554,625	\$ 234,017	\$ 2,028,142	
Cash Balance - June 2023	\$ 4,812,080	\$ 1,059,438	\$ 881,797	\$ 69,454	\$ 1,702,596	
Cash Balance - June 2022	\$ 3,753,514	\$ 1,818,776	\$ 1,086,641	\$ 552,118	\$ 739,046	
Cash Balance - June 2021	\$ 1,916,110	\$ 1,350,385	\$ 1,119,729	\$ 465,867	\$ 393,609	

Lansing Housing Commission
Summary Results YTD for January FY2024

Description	LIPH Total	COCC	HCV Admin	HCV	BA	CCPM
REVENUE:						
Total Revenue Variance - Fav (Unfav)	786,652	109,798	40,573	2,757,926	210,822	(76,437)
Tenant Revenue Variance	79,216	-	-	-	(308)	-
HUD Revenue Variance	104,178	18,218	46,322	2,767,508	-	-
Capital Fund Income	573,160	-	-	-	-	-
Other Income	30,098	91,580	(5,749)	(9,583)	211,130	(76,437)
Other	-	-	-	-	-	-
Budgeted Revenue	2,916,242	438,205	1,006,522	7,153,860	1,128,625	76,437
% Variance fav (unfav)	27%	25%	4%	39%	19%	-100%
EXPENSES:						
Total Expense Variance Unfav (Fav)	1,005,666	67,251	191,906	2,718,018	24,996	224,266
Salary Expenses	8,823	(60,882)	20,038	-	-	107,227
Employee Benefit Expenses	791,822	35,139	2,989	-	-	49,034
Utilities	(13,062)	1,042	-	-	2,334	-
Write-offs	(3,655)	-	-	-	-	-
Legal	(2,704)	(2,037)	-	-	(2,500)	2,492
Professional Services	(65,220)	12,921	113,742	-	8,584	(9,991)
Admin Services	14,279	22,042	11,800	-	(53,000)	(7,944)
Insurance	5,600	458	(1,415)	-	(3,268)	(2,125)
Sundry/Postage/Office Supplies	(4,575)	47,926	27,633	-	2,568	2,355
Management Fee	184,700	-	9,265	-	-	-
HAP Expense	-	-	-	2,718,018	-	-
Pilot	9,412	-	-	-	-	-
Inspections	(1,535)	960	(4,233)	-	-	-
Maintenance Costs	147,845	16,288	1,820	-	-	647
Maintenance Contract - Unit Turns	(69,955)	-	-	-	-	-
Other	3,890	(6,607)	10,267	-	70,279	82,571
Budgeted Expense	572,636	350,893	1,000,362	7,140,000	180,103	71,997
% Variance fav (unfav)	-176%	-19%	-19%	-38%	-14%	-311%
Gain(Loss) on Sale of Assets	1,965,650	-	-	-	-	-
YTD Actual Net Income (Loss) Net of CWIP	\$ (9,407)	\$ 129,858	\$ (145,172)	\$ 53,767	\$ 1,134,348	\$ (296,263)
YTD Budgeted Net Income (Loss)	\$ 2,343,606	\$ 87,312	\$ 6,161	\$ 13,860	\$ 948,522	\$ 4,440
Prior YR YTD Net Income (Loss)	\$ 719,291	\$ (56,601)	\$ (149,840)	\$ (433,756)	\$ 479,490	\$ -

January Ratios

HCV Ratios		Prior Months	
Number of Vouchers Used	1,950	12/23	\$ 729.28
HCV 8002 Expenses	\$ 1,486,271.15	11/23	\$ 750.64
Average Cost Per Voucher	<u>\$ 762.19</u>	10/23	\$ 737.87

LIPH Ratios			Prior Months	
	Jan 2024 Total	PY Jan Total		
Year-to-Date Occupancy Rate				
YTD Average Number of Units Leased	61	278	12/23	90.1%
Number of Possible Units	67	307	11/23	90.1%
Year-to-Date Occupancy Rate	<u>91.0%</u>	<u>90.6%</u>	10/23	91.1%
Average Revenue Per Occupied Unit			12/23	\$ 7,231.84
Total LIPH Revenue	\$ 95,981.64	\$ 250,291.65	11/23	\$ 1,813.42
Average Revenue Per Occupied Unit	<u>\$ 1,573.47</u>	<u>\$ 414.39</u>	10/23	\$ 1,797.28
Average Tenant Revenue Per Occupied Unit			12/23	\$ 84.98
Total Tenant Revenue	\$ 16,675.00	\$ 29,958.00	11/23	\$ 223.13
Average Tenant Revenue Per Occupied Unit	<u>\$ 273.36</u>	<u>\$ 107.76</u>	10/23	\$ 191.79
Average Cost Per Occupied Unit			12/23	\$ 1,194.43
YTD Average Monthly Expenses	\$ 111,185.96	\$ 287,933.63	11/23	\$ 874.44
Average Cost Per Occupied Unit	<u>\$ 1,822.72</u>	<u>\$ 476.71</u>	10/23	\$ 943.75

Company Ratios			
	LIPH	COCC	HCV Admin
Operating Reserves			
Bank Account Balance	\$ 3,126,542.11	\$ 1,206,799.90	\$ 554,624.50
YTD Expenses	\$ 778,301.71	\$ 418,144.43	\$ 1,192,267.23
Number of Months	7	7	7
Average Monthly Expenses	<u>\$ 111,185.96</u>	<u>\$ 59,734.92</u>	<u>\$ 170,323.89</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>28.12</u>	<u>20.20</u>	<u>3.26</u>
Prior Months			
06/23	17.63	10.75	5.56
06/22	10.96	21.09	10.44
06/21	4.58	18.52	13.62
06/20	5.62	14.23	11.20

Lansing Housing Commission
Budget vs. Actual
Mt. Vernon
For the Period Ending January 31, 2024

	<u>YTD Amount</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Prior YTD Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>
Tenant Rental Revenue	\$ 27,908	\$ -	\$ 27,908	\$ 31,790	\$ -	\$ -
Tenant Revenue - Other	245	-	245	1,690	-	-
Total Tenant Revenue	<u>\$ 28,153</u>	<u>\$ -</u>	<u>\$ 28,153</u>	<u>\$ 33,480</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	92,599	-	92,599	362,923	-	-
CFP Operational Income	166,615	-	166,615	228,256	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	611,847	-	611,847	5,258	-	-
	-	-	-	-	-	-
Total Operating Revenue	<u>\$ 899,214</u>	<u>\$ -</u>	<u>\$ 899,214</u>	<u>\$ 629,916</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ 20,339	\$ -	\$ -
Auditing Fees	-	-	-	1,500	-	-
Management Fees	48,544	-	48,544	80,659	-	-
Bookkeeping Fees	579	-	579	3,038	-	-
Employee Benefits Contributions - Admin	200,000	-	200,000	16,370	-	-
Office Expenses	18,029	-	18,029	13,126	-	-
Legal	73	-	73	829	-	-
Travel	648	-	648	445	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	100	-	-
Water	-	-	-	869	-	-
Electricity	-	-	-	839	-	-
Gas	87	-	87	851	-	-
Other Utilities Expense	244	-	244	151	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	21,801	-	-
Ordinary Maintenance and Operations - Material	34,820	-	34,820	113,960	-	-
Ordinary Maintenance and Operations - Contracts	14,316	-	14,316	136,592	-	-
Employee Benefits Contributions - Ordinary	7,704	-	7,704	56,933	-	-
Protective Services - Other Contract Costs	-	-	-	1,197	-	-
Property Insurance	3,517	-	3,517	14,269	-	-
Liability Insurance	949	-	949	4,655	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	143	-	143	3,864	-	-
Other General Expenses	14,530	-	14,530	46,404	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	3,078	-	3,078	2,827	-	-
Bad debt - Tenant Rents	(2,957)	-	(2,957)	958	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 344,303</u>	<u>\$ -</u>	<u>\$ 344,303</u>	<u>\$ 542,578</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 554,911</u>	<u>\$ -</u>	<u>\$ 554,911</u>	<u>\$ 87,338</u>	<u>\$ -</u>	<u>\$ -</u>

Lansing Housing Commission
Budget vs. Actual
Hildebrandt
For the Period Ending January 31, 2024

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 61,319	\$ 53,720	\$ 7,599	\$ 91,801	\$ 67,280	\$ 13,560
Tenant Revenue - Other	509	-	509	1,852	-	-
Total Tenant Revenue	<u>\$ 61,828</u>	<u>\$ 53,720</u>	<u>\$ 8,108</u>	<u>\$ 93,653</u>	<u>\$ 67,280</u>	<u>\$ 13,560</u>
HUD PHA Operating Grants	279,192	610,222	(331,030)	544,971	707,592	97,370
CFP Operational Income	166,615	93,300	73,315	344,112	160,800	67,500
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	437,758	2,987,000	(2,549,242)	4,924	2,998,000	11,000
Total Operating Revenue	<u>\$ 945,393</u>	<u>\$ 3,744,242</u>	<u>\$ (2,798,850)</u>	<u>\$ 987,659</u>	<u>\$ 3,933,672</u>	<u>\$ 189,430</u>
Administrative Salaries	\$ 5,000	\$ -	\$ 5,000	\$ 39,365	\$ -	\$ -
Auditing Fees	-	26,400	(26,400)	1,500	26,400	-
Management Fees	67,713	27,175	40,538	101,907	42,398	15,223
Bookkeeping Fees	3,128	3,615	(487)	5,964	5,640	2,025
Employee Benefits Contributions - Admin	200,499	28	200,471	8,373	48	20
Office Expenses	8,866	22,568	(13,702)	12,134	35,850	13,282
Legal	(715)	2,100	(2,815)	423	3,600	1,500
Travel	1,083	200	883	89	400	200
Other	(1,656)	2,000	(3,656)	4,781	2,500	500
Tenant Services - Other	1,089	1,225	(136)	1,822	2,100	875
Water	29,319	24,835	4,484	21,687	38,160	13,325
Electricity	5,864	5,350	514	4,758	7,725	2,375
Gas	9,964	24,806	(14,842)	16,534	37,806	13,000
Other Utilities Expense	-	6,783	(6,783)	-	6,783	-
Ordinary Maintenance and Operations - Labor	32,533	28,710	3,823	42,196	49,720	21,010
Ordinary Maintenance and Operations - Materia	29,403	67,780	(38,377)	52,838	106,880	39,100
Ordinary Maintenance and Operations - Contrac	161,954	160,787	1,167	197,175	261,812	101,025
Employee Benefits Contributions - Ordinary	19,278	50,720	(31,442)	47,854	86,988	36,267
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	12,712	16,996	(4,283)	22,573	27,052	10,057
Liability Insurance	3,920	3,992	(71)	5,941	6,236	2,244
Workers Compensation	-	-	-	-	-	-
All Other Insurance	938	700	238	4,764	1,200	500
Other General Expenses	16,819	95,993	(79,174)	27,532	165,268	69,274
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	1,652	(127)	1,779	4,776	(1,641)	(1,514)
Bad debt - Tenant Rents	261	-	261	1,059	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 609,623</u>	<u>\$ 572,636</u>	<u>\$ 36,987</u>	<u>\$ 626,045</u>	<u>\$ 912,924</u>	<u>\$ 340,288</u>
Net Income (Loss)	<u>\$ 335,769</u>	<u>\$ 3,171,606</u>	<u>\$ (2,835,837)</u>	<u>\$ 361,614</u>	<u>\$ 3,020,749</u>	<u>\$ (150,858)</u>

Lansing Housing Commission
Budget vs. Actual
LaRoy Froh
For the Period Ending January 31, 2024

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 44,571	\$ -	\$ 44,571	\$ 51,353	\$ -	\$ -
Tenant Revenue - Other	625	-	625	1,634	-	-
Total Tenant Revenue	<u>\$ 45,196</u>	<u>\$ -</u>	<u>\$ 45,196</u>	<u>\$ 52,987</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	315,856	-	315,856	716,842	-	-
CFP Operational Income	166,615	-	166,615	141,286	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	799,064	-	799,064	5,126	-	-
Total Operating Revenue	<u>\$ 1,326,731</u>	<u>\$ -</u>	<u>\$ 1,326,731</u>	<u>\$ 916,240</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ 32,148	\$ -	\$ -
Auditing Fees	-	-	-	1,500	-	-
Management Fees	50,063	-	50,063	93,470	-	-
Bookkeeping Fees	782	-	782	4,802	-	-
Employee Benefits Contributions - Admin	200,000	-	200,000	3,186	-	-
Office Expenses	781	-	781	9,022	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	74	-	-
Other	(1,272)	-	(1,272)	(389)	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	100	-	100	5,511	-	-
Electricity	181	-	181	4,269	-	-
Gas	310	-	310	5,269	-	-
Other Utilities Expense	2,151	-	2,151	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	39,641	-	-
Ordinary Maintenance and Operations - Materia	19,162	-	19,162	74,945	-	-
Ordinary Maintenance and Operations - Contrac	52,597	-	52,597	216,556	-	-
Employee Benefits Contributions - Ordinary	13,614	-	13,614	50,904	-	-
Protective Services - Other Contract Costs	-	-	-	740	-	-
Property Insurance	3,832	-	3,832	19,330	-	-
Liability Insurance	1,039	-	1,039	3,806	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	200	-	200	5,351	-	-
Other General Expenses	12,913	-	12,913	35,504	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	63,762	-	-
Payment in Lieu of Taxes	4,483	-	4,483	3,459	-	-
Bad debt - Tenant Rents	(854)	-	(854)	1,715	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 360,084</u>	<u>\$ -</u>	<u>\$ 360,084</u>	<u>\$ 674,574</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 966,647</u>	<u>\$ -</u>	<u>\$ 966,647</u>	<u>\$ 241,666</u>	<u>\$ -</u>	<u>\$ -</u>

Lansing Housing Commission
Budget vs. Actual
South Washington Park
For the Period Ending January 31, 2024

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ (862)	\$ -	\$ (862)	\$ 3,984	\$ -	\$ -
Tenant Revenue - Other	200	-	200	25	-	-
Total Tenant Revenue	<u>\$ (662)</u>	<u>\$ -</u>	<u>\$ (662)</u>	<u>\$ 4,009</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	26,754	-	26,754	60,498	-	-
CFP Operational Income	166,615	-	166,615	133,047	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	170,500	-	170,500	3,457	-	-
Total Operating Revenue	<u>\$ 363,207</u>	<u>\$ -</u>	<u>\$ 363,207</u>	<u>\$ 201,011</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ 3,608	\$ -	\$ -
Auditing Fees	-	-	-	1,500	-	-
Management Fees	45,556	-	45,556	62,234	-	-
Bookkeeping Fees	181	-	181	504	-	-
Employee Benefits Contributions - Admin	200,011	-	200,011	5,566	-	-
Office Expenses	930	-	930	5,805	-	-
Legal	38	-	38	591	-	-
Travel	-	-	-	9	-	-
Other	-	-	-	320	-	-
Tenant Services - Other	-	-	-	633	-	-
Water	124	-	124	1,491	-	-
Electricity	124	-	124	718	-	-
Gas	-	-	-	1,054	-	-
Other Utilities Expense	244	-	244	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	3,868	-	-
Ordinary Maintenance and Operations - Materia	1,233	-	1,233	14,174	-	-
Ordinary Maintenance and Operations - Contrac	1,470	-	1,470	28,373	-	-
Employee Benefits Contributions - Ordinary	1,464	-	1,464	9,389	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	2,733	-	-
Liability Insurance	11	-	11	608	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	26	-	26	4,256	-	-
Other General Expenses	12,912	-	12,912	25,675	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	72	-	72	166	-	-
Bad debt - Tenant Rents	(105)	-	(105)	(936)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 264,292</u>	<u>\$ -</u>	<u>\$ 264,292</u>	<u>\$ 172,339</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 98,915</u>	<u>\$ -</u>	<u>\$ 98,915</u>	<u>\$ 28,672</u>	<u>\$ -</u>	<u>\$ -</u>

**Lansing Housing Commission
Budget vs. Actual
AMP Consolidated
For the Period Ending January 31, 2024**

	<u>YTD Amount</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Prior YTD Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>
Tenant Rental Revenue	\$ 132,936	\$ 53,720	\$ 79,216	\$ 178,928	\$ 67,280	\$ 13,560
Tenant Revenue - Other	1,579	-	1,579	5,201	-	-
Total Tenant Revenue	<u>\$ 134,515</u>	<u>\$ 53,720</u>	<u>\$ 80,795</u>	<u>\$ 184,129</u>	<u>\$ 67,280</u>	<u>\$ 13,560</u>
HUD PHA Operating Grants	714,400	610,222	104,178	1,685,234	707,592	97,370
CFP Operational Income	666,460	93,300	573,160	846,701	160,800	67,500
Fraud Recovery and Other	2,019,169	2,987,000	(967,831)	18,765	2,998,000	11,000
Total Operating Revenue	<u>\$ 3,534,544</u>	<u>\$ 3,744,242</u>	<u>\$ (209,698)</u>	<u>\$ 2,734,826</u>	<u>\$ 3,933,672</u>	<u>\$ 189,430</u>
Administrative Salaries	\$ 5,000	\$ -	\$ 5,000	\$ 95,460	\$ -	\$ -
Auditing Fees	-	26,400	(26,400)	6,000	26,400	-
Management Fees	211,875	27,175	184,700	338,270	42,398	15,223
Bookkeeping Fees	4,670	3,615	1,055	14,308	5,640	2,025
Employee Benefits Contributions - Administrativ	800,510	28	800,482	33,495	48	20
Office Expenses	28,607	22,568	6,039	40,087	35,850	13,282
Legal Expense	(604)	2,100	(2,704)	1,843	3,600	1,500
Travel	1,731	200	1,531	617	400	200
Other	(2,928)	2,000	(4,928)	4,712	2,500	500
Tenant Services - Other	1,089	1,225	(136)	2,555	2,100	875
Water	29,542	24,835	4,707	29,558	38,160	13,325
Electricity	6,168	5,350	818	10,584	7,725	2,375
Gas	10,362	24,806	(14,444)	23,708	37,806	13,000
Other Utilities Expense	2,639	6,783	(4,144)	151	6,783	-
Ordinary Maintenance and Operations - Labor	32,533	28,710	3,823	107,506	49,720	21,010
Ordinary Maintenance and Operations - Materia	84,618	67,780	16,838	255,917	106,880	39,100
Ordinary Maintenance and Operations - Contrac	230,337	160,787	69,550	578,696	261,812	101,025
Employee Benefits Contributions - Ordinary	42,060	50,720	(8,660)	165,080	86,988	36,267
Protective Services - Other Contract Costs	-	-	-	1,937	-	-
Property Insurance	20,061	16,996	3,065	58,905	27,052	10,057
Liability Insurance	5,920	3,992	1,928	15,010	6,236	2,244
Workers Compensation	-	-	-	-	-	-
All Other Insurance	1,307	700	607	18,235	1,200	500
Other General Expenses	57,174	95,993	(38,820)	135,115	165,268	69,274
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	9,285	(127)	9,412	11,228	(1,641)	(1,514)
Bad debt - Tenant Rents	(3,655)	-	(3,655)	2,796	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 1,578,302</u>	<u>\$ 572,636</u>	<u>\$ 1,005,666</u>	<u>\$ 1,951,773</u>	<u>\$ 912,924</u>	<u>\$ 340,288</u>
Net Income (Loss)	<u>\$ 1,956,242</u>	<u>\$ 3,171,606</u>	<u>\$ (1,215,364)</u>	<u>\$ 783,053</u>	<u>\$ 3,020,749</u>	<u>\$ (150,858)</u>

Lansing Housing Commission
Budget vs. Actual
COCC
For the Period Ending January 31, 2024

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 395,324	\$ 378,162	\$ 17,162	\$ 481,984	\$ 519,202	\$ 141,041
Bookkeeping Fees Income	4,670	3,615	1,055	14,308	5,640	2,025
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	146,542	56,429	90,113	65,645	88,164	31,735
Total Operating Revenue	\$ 546,536	\$ 438,206	\$ 108,330	\$ 561,937	\$ 613,006	\$ 174,801
Administrative Salaries	\$ 73,693	\$ 134,574	\$ (60,882)	\$ 97,456	\$ 235,586	\$ 101,012
Auditing Fees	-	7,000	(7,000)	1,500	7,000	-
Employee Benefits Contributions - Admin	25,736	27,745	(2,009)	24,396	47,936	20,192
Office Expenses	75,728	123,047	(47,319)	70,617	218,021	94,974
Legal	11,963	14,000	(2,037)	32,847	24,000	10,000
Travel	14,752	2,100	12,652	4,887	3,600	1,500
Other	32,954	-	32,954	20,053	528	528
Tenant Services - Other	1,015	-	1,015	4,040	-	-
Water	1,294	1,204	90	1,206	2,064	860
Electricity	7,584	6,300	1,284	6,355	10,800	4,500
Gas	1,175	1,145	30	1,191	3,615	2,470
Other Utilities Expense	164	525	(361)	364	900	375
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	537	-	537	-	-	-
Ordinary Maintenance and Operations - Contracts	36,527	19,637	16,890	24,744	34,962	15,325
Employee Benefits Contributions - Ordinary	2,487	-	2,487	(5,105)	-	-
Protective Services - Other Contract Costs	900	3,500	(2,600)	133,115	6,000	2,500
Property Insurance	3,564	2,970	594	3,866	5,148	2,178
Liability Insurance	1,740	1,875	(135)	2,214	3,250	1,375
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	245	-	-
Other General Expenses	126,335	5,271	121,063	194,546	7,292	2,020
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 418,144	\$ 350,893	\$ 67,251	\$ 618,538	\$ 610,702	\$ 259,808
Net Income (Loss)	\$ 128,391	\$ 87,312	\$ 41,079	\$ (56,601)	\$ 2,304	\$ (85,008)

**Lansing Housing Commission
Budget vs. Actual
Housing Choice Voucher
For the Period Ending January 31, 2024**

	<u>YTD Amount</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Prior YTD Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>
HUD PHA Operating Grants	\$ 10,824,752	\$ 8,010,922	\$ 2,813,830	\$ 7,567,941	\$ 13,740,012	\$ 5,729,090
Other Revenue	129,346	-	129,346	118,896	-	-
Fraud Recovery and Other	4,782	136,860	(132,078)	7,023	234,260	97,400
Total Operating Revenue	<u>\$ 10,958,881</u>	<u>\$ 8,147,782</u>	<u>\$ 2,811,099</u>	<u>\$ 7,693,860</u>	<u>\$ 13,974,272</u>	<u>\$ 5,826,490</u>
Administrative Salaries	\$ 493,940	\$ 473,520	\$ 20,420	\$ 407,950	\$ 820,768	\$ 347,248
Auditing Fees	-	36,300	(36,300)	33,000	36,300	-
Management Fees	183,449	174,184	9,265	143,714	300,002	125,818
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	137,734	127,657	10,078	108,000	219,561	91,905
Office Expenses	174,705	144,458	30,247	147,151	216,128	71,670
Legal Expense	-	-	-	-	-	-
Travel	2,611	3,745	(1,134)	3,922	6,420	2,675
Other	74,773	7,000	67,773	8,404	12,000	5,000
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	458	840	(382)	1,086	1,440	600
Ordinary Maintenance and Operations - Material	1,927	-	1,927	-	-	-
Ordinary Maintenance and Operations - Contract	25,240	9,900	15,340	91,508	16,900	-
Protective services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	17,493	18,908	(1,415)	20,452	32,773	13,866
Workers Compensation	-	-	-	-	-	-
All Other Insurance	411	-	411	-	-	-
Other General Expenses	79,526	40,150	39,376	51,293	69,400	29,250
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	9,858,018	7,140,000	2,718,018	7,260,447	12,240,000	5,100,000
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 11,050,286</u>	<u>\$ 8,176,662</u>	<u>\$ 2,873,624</u>	<u>\$ 8,276,927</u>	<u>\$ 13,971,693</u>	<u>\$ 5,795,031</u>
Net Income (Loss)	<u>\$ (91,405)</u>	<u>\$ (28,880)</u>	<u>\$ (62,526)</u>	<u>\$ (583,067)</u>	<u>\$ 2,579</u>	<u>\$ 31,459</u>

Lansing Housing Commission
1010 Mt. Vernon Park
Balance Sheet for January 2024

		<u>Period Amount</u>	<u>Balance</u>
ASSETS			
1010-0000-111102	Cash-Security Deposits	-	114.90
1010-0000-111111	Chase Checking	(480,561.90)	876,345.60
1010-0000-112200	Accounts Receivable	(549.00)	860.00
1010-0000-112201	Allowance for Doubtful Accounts	1,156.00	1,040.80
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	-	-
1010-5005-115700	Intercompany	552,624.47	(89,534.70)
1010-0000-116201	Investments Savings	-	250,000.00
1010-0000-121100	Prepaid Insurance	(881.19)	6,168.27
1010-0000-140000	Land	-	0.08
1010-0000-144000	Construction in Progress	-	3,150.00
1010-3000-144000	Construction in Progress	-	-
1010-0000-146000	Dwelling Structures	-	72,756.57
1010-1010-146000	Dwelling Structures	-	-
1010-0000-146500	Dwelling Equipment - Ranges &	-	63,453.27
1010-1010-146500	Dwelling Equipment - Ranges &	-	-
1010-3000-146500	Dwelling Equipment - Ranges &	-	-
1010-0000-148100	Accumulated Depreciation-Build	-	(94,895.57)
1010-1010-148100	Accumulated Depreciation-Build	-	-
1010-1010-148300	Accumulated Depreciation-Equip	-	-
1010-0000-150300	Deferred Outflow - MERS	-	96,911.50
1010-0000-150301	Deferred Outflows-OPEB	-	3,557.93
TOTAL ASSETS		<u>71,788.38</u>	<u>1,189,928.65</u>
LIABILITIES			
1010-0000-200000	OPEB Liability	-	(35,123.00)
1010-0000-200300	Pension Liability	-	224,943.00
1010-0000-210000	Construction Costs Payabe	-	-
1010-0000-211100	Accounts Payable	1,936.02	3,475.72
1010-0000-211343	Accounts Payable Misc	-	-
1010-0000-211400	Tenant Security Deposits	(699.00)	(584.10)
1010-0000-211999	Tenant Refunds	(533.00)	17.00
1010-0000-212000	Accrued Payroll	-	1,067.55
1010-0000-213400	Utility Accrual	-	87.00
1010-0000-213500	Accrued Comp Absences - Curr	-	568.22
1010-0000-213700	Payment in Lieu of Taxes	297.90	10,443.53
1010-0000-214000	Accrued Comp Absences - non curr	-	3,219.91
1010-0000-260600	Note Payable Non Curr - PNC	-	-
1010-0000-260601	Note Payable - Curr - PNC	-	-
1010-0000-210000	Deferred Inflow - MERS	-	(94,150.00)
1010-0000-210001	Deferred Inflows - OPEB	-	12,661.57
1010-0000-270000	Deferred Inflows	-	-
TOTAL LIABILITIES		<u>1,001.92</u>	<u>126,626.40</u>
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	70,786.46	(4,189,794.67)
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		<u>70,786.46</u>	<u>1,063,302.25</u>
TOTAL LIABILITES & EQUITY		<u>71,788.38</u>	<u>1,189,928.65</u>

Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for January 2024

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	10,056.00
1020-0000-111111 Chase Checking	66,273.17	572,360.43
1020-0000-112200 Accounts Receivable	3,445.00	31,836.00
1020-0000-112201 Allowance for Doubtful Accounts	-	(1,830.20)
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	-	-
1020-5005-115700 Intercompany	(106,139.43)	(39,240.69)
1020-0000-116201 Investments Savings	-	250,000.00
1020-0000-116202 Investments Savings - Unrestricted	3,968.24	8,811.26
1020-0000-121100 Prepaid Insurance	(3,098.54)	21,689.58
1020-0000-140000 Land	-	51,041.11
1020-0000-144000 Construction in Progress	(93,150.00)	441,656.62
1020-3000-144000 Construction in Progress	(532,940.00)	1,259,517.18
1020-0000-146000 Dwelling Structures	-	1,107,257.85
1020-1020-146000 Dwelling Structures	-	115,030.00
1020-0000-146500 Dwelling Equipment - Ranges &	-	96,576.00
1020-1020-146500 Dwelling Equipment - Ranges &	-	21,635.00
1020-0000-148100 Accumulated Depreciation-Build	-	(1,111,507.92)
1020-1020-148100 Accumulated Depreciation-Build	-	(67,234.34)
1020-1020-148300 Accumulated Depreciation-Equip	-	(12,642.66)
1020-0000-150300 Deferred Outflow - MERS	-	67,151.50
1020-0000-150301 Deferred Outflows-OPEB	-	6,360.56
TOTAL ASSETS	<u>(661,641.56)</u>	<u>2,828,523.28</u>
LIABILITIES		
1020-0000-200000 OPEB Liability	-	(44,100.00)
1020-0000-200300 Pension Liability	-	409,726.00
1020-0000-210000 Construction Costs Payabe	-	-
1020-0000-211100 Accounts Payable	5,323.32	6,945.81
1020-0000-211343 Accounts Payable Misc	(626,090.00)	-
1020-0000-211400 Tenant Security Deposits	(2,090.00)	7,966.00
1020-0000-211999 Tenant Refunds	3,981.03	6,067.36
1020-0000-211998 Deferred Income	-	-
1020-0000-212000 Accrued Payroll	-	-
1020-0000-213400 Utility Accrual	-	8,327.00
1020-0000-213500 Accrued Comp Absences - Curr	-	2,666.26
1020-0000-213700 Payment in Lieu of Taxes	(66.32)	12,870.69
1020-0000-214000 Accrued Comp Absences - non curr	-	15,108.80
1020-0000-260600 Note Payable Non Curr - PNC	-	-
1020-0000-260601 Note Payable - Curr - PNC	-	-
1020-0000-210000 Deferred Inflow - MERS	-	(290,285.00)
1020-0000-210001 Deferred Inflows - OPEB	-	22,639.09
1020-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u>(618,941.97)</u>	<u>157,932.01</u>
EQUITY		
1020-0000-280100 Invest C	-	3,764,889.00
1020-0000-280500 Unrestricted Net Assets	-	(5,535,006.10)
1020-0000-282000 Income and Expense Clearing	(42,699.59)	1,542,605.17
1020-1020-282000 Income and Expense Clearing	-	(171,961.00)
1020-2010-282000 Income and Expense Clearing	-	(56.25)
1020-3000-282000 Income and Expense Clearing	-	3,070,120.45
TOTAL EQUITY	<u>(42,699.59)</u>	<u>2,670,591.27</u>
TOTAL LIABILITES & EQUITY	<u>(661,641.56)</u>	<u>2,828,523.28</u>

**Lansing Housing Commission
1080 LaRoy Froh Townhomes
Balance Sheet for January 2024**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	3,663.00
1080-0000-111111 Chase Checking	110,723.31	1,168,641.05
1080-0000-112200 Accounts Receivable	2,685.00	15,318.00
1080-0000-112201 Allowance for Doubtful Accounts	9.00	(1,160.00)
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	-	-
1080-5005-115700 Intercompany	(100,065.35)	7,693.59
1080-0000-116201 Investments Savings	-	250,000.00
1080-0000-121100 Prepaid Insurance	(954.79)	6,683.53
1080-0000-140000 Land	-	-
1080-0000-144000 Construction in Progress	-	10,450.00
1080-3000-144000 Construction in Progress	-	62,835.62
1080-0000-146000 Dwelling Structures	-	130,127.69
1080-1080-146000 Dwelling Structures	-	-
1080-0000-146500 Dwelling Equipment - Ranges &	-	53,362.62
1080-0000-148100 Accumulated Depreciation-Build	-	(143,886.01)
1080-1080-148100 Accumulated Depreciation-Build	-	-
1080-0000-150300 Deferred Outflow - MERS	-	115,494.50
1080-0000-150301 Deferred Outflows-OPEB	-	3,557.93
TOTAL ASSETS	<u>12,397.17</u>	<u>1,846,217.52</u>
LIABILITIES		
1080-0000-200000 OPEB Liability	-	(24,644.00)
1080-0000-200300 Pension Liability	-	435,064.00
1080-0000-210000 Construction Costs Payable	-	-
1080-0000-211100 Accounts Payable	1,144.28	3,777.41
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	(3,012.00)	651.00
1080-0000-211999 Tenant Refunds	4,013.00	5,262.00
1080-0000-211998 Deferred Income	-	-
1080-0000-212000 Accrued Payroll	-	-
1080-0000-213400 Utility Accrual	-	835.00
1080-0000-213500 Accrued Comp Absences - Curr	-	786.77
1080-0000-213700 Payment in Lieu of Taxes	553.90	9,625.57
1080-0000-214000 Accrued Comp Absences - non curr	-	4,458.34
1080-0000-260600 Note Payable Non Curr - PNC	-	-
1080-0000-260601 Note Payable - Curr - PNC	-	-
1080-0000-210000 Deferred Inflow - MERS	-	(284,876.00)
1080-0000-210001 Deferred Inflows - OPEB	-	12,661.57
TOTAL LIABILITIES	<u>2,699.18</u>	<u>163,601.66</u>
EQUITY		
1080-0000-280100 Invest C	-	4,031,104.00
1080-0000-280500 Unrestricted Net Assets	-	(5,201,057.04)
1080-0000-282000 Income and Expense Clearing	9,697.99	1,066,874.18
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	-	1,881,825.97
TOTAL EQUITY	<u>9,697.99</u>	<u>1,682,615.86</u>
TOTAL LIABILITES & EQUITY	<u>12,397.17</u>	<u>1,846,217.52</u>

Lansing Housing Commission
1090 South Washington Park
Balance Sheet for January 2024

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	528.00
1090-0000-111111 Chase Checking	110,757.28	509,195.03
1090-0000-112000 Accounts Receivable - Operations	-	-
1090-0000-112200 Accounts Receivable	25.00	705.78
1090-0000-112201 Allowance for Doubtful Accounts	-	(340.60)
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	-	-
1090-5005-115700 Intercompany	(109,614.73)	408.66
1090-0000-116201 Investments Savings	-	250,000.00
1090-0000-121100 Prepaid Insurance	-	-
1090-0000-140000 Land	-	-
1090-0000-144000 Construction in Progress	-	-
1090-3000-144000 Construction in Progress	-	32,429.00
1090-0000-146000 Dwelling Structures	-	22,077.51
1090-1090-146000 Dwelling Structures	-	-
1090-0000-146500 Dwelling Equipment - Ranges &	-	72,259.90
1090-0000-147000 Nondwellin Structures	-	-
1090-0000-148100 Accumulated Depreciation-Build	-	(35,967.96)
1090-1090-148100 Accumulated Depreciation-Build	-	-
1090-0000-150300 Deferred Outflow - MERS	-	80,852.50
1090-0000-150301 Deferred Outflows-OPEB	-	5,921.33
TOTAL ASSETS	<u><u>1,167.55</u></u>	<u><u>938,069.15</u></u>
LIABILITIES		
1090-0000-200000 OPEB Liability	-	(39,894.00)
1090-0000-200300 Pension Liability	-	43,258.00
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	311.87	394.31
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	(160.00)	368.00
1090-0000-211999 Tenant Refunds	232.00	238.00
1090-0000-212000 Accrued Payroll	-	-
1090-0000-213400 Utility Accrual	-	741.00
1090-0000-213500 Accrued Comp Absences - Curr	-	174.83
1090-0000-213700 Payment in Lieu of Taxes	59.20	(1,842.99)
1090-0000-214000 Accrued Comp Absences - non curr	-	990.74
1090-0000-260600 Note Payable Non Curr - PNC	-	-
1090-0000-260601 Note Payable - Curr - PNC	-	-
1090-0000-210000 Deferred Inflow - MERS	-	79,160.00
1090-0000-210001 Deferred Inflow - OPEB	-	-
1090-0000-210001 Deferred Inflows - OPEB	-	21,116.73
TOTAL LIABILITIES	<u><u>443.07</u></u>	<u><u>104,704.62</u></u>
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	724.48	(6,323,209.05)
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	-	4,040,687.14
TOTAL EQUITY	<u><u>724.48</u></u>	<u><u>833,364.53</u></u>
TOTAL LIABILITES & EQUITY	<u><u>1,167.55</u></u>	<u><u>938,069.15</u></u>

**Lansing Housing Commission
5005 Central Office Cost Center
Balance Sheet for January 2024**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	53,952.67	60,000.00
5005-0000-111111 Chase Checking	241,424.98	1,206,799.90
5005-0000-112200 Accounts Receivable	-	-
5005-0000-112500 Accounts Receivable HUD	-	-
5005-0000-112954 Accounts Receivables-Misc	7,325.01	24,897.51
5005-1010-115700 Intercompany	(552,624.47)	89,534.70
5005-1020-115700 Intercompany	106,139.43	39,240.69
5005-1080-115700 Intercompany	100,065.35	(7,693.59)
5005-1090-115700 Intercompany	109,614.73	(408.66)
5005-4001-115700 Intercompany	(43,954.66)	38,472.55
5005-4002-115700 Intercompany	44,169.26	302,836.68
5005-8001-115700 Intercompany	(210,980.20)	33,020.85
5005-8002-115700 Intercompany	127,422.72	109,977.17
5005-8005-115700 Intercompany	856.62	(755.00)
5005-8010-115700 Intercompany	(6,823.40)	263,479.37
5005-8020-115700 Intercompany	-	-
5005-8021-115700 Intercompany	3,789.83	24,964.83
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	(491.09)	3,306.13
5005-0000-121200 Prepaid - Other	-	-
5005-0000-140000 Land	-	190,000.00
5005-0000-144000 Construction in Progress	-	338,244.14
5005-0000-146000 Dwelling Structures	-	813,605.74
5005-0000-146500 Dwelling Equipment - Ranges &	-	214,542.19
5005-0000-148100 Accumulated Depreciation-Build	-	(947,688.29)
5005-0000-150102 Investment in OG	-	411,617.62
5005-0000-150300 Deferred Outflow - MERS	-	(91,836.00)
5005-0000-150301 Deferred Outflows-OPEB	-	-
TOTAL ASSETS	<u><u>(20,113.22)</u></u>	<u><u>3,116,158.53</u></u>
LIABILITIES		
5005-0000-200000 OPEB Liability	-	-
5005-0000-200300 Pension Liability	-	370,794.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	38,262.00	41,544.04
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	(44.15)	(309.05)
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-211998 Deferred Income	-	-
5005-0000-212000 Accrued Payroll	-	3,333.87
5005-0000-213400 Utility Accrual	-	2,252.00
5005-0000-213500 Accrued Comp Absences - Curr	-	1,991.51
5005-0000-214000 Accrued Comp Absences - non curr	-	11,285.22
5005-0000-224000 Tenant Prepaid Rent	-	-
5005-0000-260700 Note Payable Non Curr - Davenport	-	-
5005-0000-260701 Note Payable - Curr - Davenport	-	-
5005-0000-210000 Deferred Inflow - MERS	-	(269,673.00)
5005-0000-210001 Deferred Inflows - OPEB	-	-
5005-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u><u>38,217.85</u></u>	<u><u>161,218.59</u></u>
EQUITY		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	327,576.00
5005-0000-282000 Income and Expense Clearing	(58,331.07)	2,627,531.53
5005-1010-282000 Income and Expense Clearing	-	(8,851.35)
5005-1020-282000 Income and Expense Clearing	-	(346.39)
5005-1080-282000 Income and Expense Clearing	-	(11,978.91)
5005-1090-282000 Income and Expense Clearing	-	(7,539.23)
5005-3000-282000 Income and Expense Clearing	-	(233,906.71)
TOTAL EQUITY	<u><u>(58,331.07)</u></u>	<u><u>2,954,939.94</u></u>
TOTAL LIABILITES & EQUITY	<u><u>(20,113.22)</u></u>	<u><u>3,116,158.53</u></u>

**Lansing Housing Commission
Housing Choice Voucher
Balance Sheet for January 2024**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
8001-0000-111111 Chase Checking	(226,623.42)	554,624.50
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	144,366.37	234,016.61
8002-0000-112200 Accounts Receivable	(42,597.75)	-
8002-8002-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	-
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	210,980.20	(33,020.85)
8002-5005-115700 Intercompany	(127,422.72)	(109,977.17)
8001-0000-121100 Prepaid Insurance	(2,572.25)	18,004.72
8001-2010-144000 Construction in Progress	-	-
8001-0000-146500 Dwelling Equipment - Ranges &	-	79,412.57
8001-0000-148100 Accumulated Depreciation-Build	-	(41,784.38)
8002-0000-148100 Accumulated Depreciation-Build	-	-
8001-0000-150300 Deferred Outflow - MERS	-	(167,104.00)
8001-0000-150301 Deferred Outflows-OPEB	-	5,605.25
TOTAL ASSETS	<u>(43,869.57)</u>	<u>539,777.25</u>
LIABILITIES		
8001-0000-200000 OPEB Liability	-	(30,046.00)
8001-0000-200300 Pension Liability	-	185,396.00
8001-0000-210000 Construction Costs Payable	-	-
8001-0000-211100 Accounts Payable	22,025.31	22,832.41
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	-	18,425.63
8001-0000-213400 Utility Accrual	-	-
8001-0000-213500 Accrued Comp Absences - Curr	-	10,069.99
8001-0000-214000 Accrued Comp Absences - non curr	-	57,063.34
8001-0000-210000 Deferred Inflow - MERS	-	(52,645.00)
8001-0000-210001 Deferred Inflows - OPEB	-	19,954.04
8001-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u>22,025.31</u>	<u>231,050.41</u>
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	(40,240.78)	644,979.78
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	(25,654.10)	87,188,458.13
8002-8002-282000 Income and Expense Clearing	-	(87,819,002.16)
TOTAL EQUITY	<u>(65,894.88)</u>	<u>308,726.84</u>
TOTAL LIABILITES & EQUITY	<u>(43,869.57)</u>	<u>539,777.25</u>

February 28, 2024, Rescheduled to March 12, 2024

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

January 2024 Housing Choice Voucher (HCV) Monthly Report

CONTACT PERSON:

Jennifer Burnette
Director of Housing Programs

Family Self Sufficiency (FSS):

LHC in conjunction with CAHP is continuing to outreach for additional participation in the FSS program and have 7 pending new COP's.

HCV Orientations:

LHC issued sixteen (16) vouchers in the month of January.

Four (4) VASH orientations virtually were held for the month of January 2024, and four (4) vouchers were issued with the assistance of community partners. There are currently an additional fifteen (15) vouchers issued and out searching or pending inspection and three (3) application in process.

Waiting List:

One hundred and twenty (120) applications were mailed out. Fifty-one (51) households are out searching for units in the regular HCV Program, fifty-two (52) applicants are pending documentation or final approval, eleven (11) units are approved pending inspection and/or pending lease-up.

Department Initiatives:

In the HCV Program, there are currently 2,033 vouchers housed in all its programs. 55 participants are with the Shelter Plus Care Program (S+C), 60 are housed under the Permanent Supportive Housing Program (PSH), 22 are housed under the Emergency Housing Voucher Program (EHV), 135 are housed under the HUD-Veterans Affairs

Supportive Housing (VASH), 29 at Waverly Place, 38 are housed at Hildebrandt Park, 36 at LaRoy Froh, 8 are housed at Woodward Way, 33 are housed under the Holy Cross Permanent Supportive Housing (HCPSH), 206 housed under Section 18, and 1,411 are housed under the Housing Choice Voucher Program.

Voucher Utilization

December Voucher Program Total Units	2050
December Traditional HCV Utilization	1899
December % Utilized Units	93%

January Voucher Program Total Units	2033
January Traditional HCV Utilization	1885
January % Utilized Units	93%

Voucher Disbursement

HUD December HAP Disbursement	\$1,221,460
LHC December HAP/UAP Disbursement	\$1,239,032
% Voucher Funding Utilization	101%

HUD January HAP Disbursement	\$1,269,128
LHC January HAP/UAP Disbursement	\$1,285,947
% Voucher Funding Utilization	101%
HUD Held Reserves as of December 2023	\$2,326,838

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 2024. 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 2024.

Adjusted Income

PIC Scoring	Internal Scoring
N/A	20

Indicator 4- Utility Allowance

The new Utility Allowances were approved and are effective 12/01/2023. 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 all deficiencies were 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 January 31, 2024, the reporting rate is 96%. Based on PIC, LHC records this indicator as 10 of a possible 10 points.

Annual Reexaminations

PIC Scoring	Internal Scoring
10	10

Indicator 10- Correct Tenant Rent Calculation

This indicator shows if LHC correctly calculates tenants' rent and the family share of the rent to the owner in the voucher program. As of this reporting period, PIC records indicate LHC will receive 100%. According to PIC records, there are no tenant rent calculation discrepancies to report. Based on PIC, LHC records this indicator as receiving five (5) of a possible five (5) points.

Correct Tenant Rent

PIC Scoring	Internal Scoring
5	5

Indicator 11- Pre-Contract HQS Inspections

This indicator shows if newly leased units pass HQS inspection on or before the beginning date of the assisted lease and HAP contract. As of this reporting period, PIC recorded this indicator as receiving 99%. 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 93%. 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, 10 slots/households or (27%) 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 1/31/2024.



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

February 28, 2024, rescheduled to March 12, 2024

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:
January 2024 Asset Management Monthly Report

CONTACT PERSON:
Doug Fleming
Executive Director
517-487-6550 Ext. 111

OVERVIEW:
Lansing Housing Commission ("LHC") had an overall occupancy rating of 93% at the end of January. LHC Unit Months Leased (UML) was 62 in January. There were zero (0) households moved in, zero (0) residents moved out, and zero (0) units transferred.

There are a total of 21 open work orders at the end of January.

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	67	62	93%	0	0	0	0
Totals	67	62	93%	0	0	0	0



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RENT COLLECTION:

Site	Rent Charged	Receivables	Total Uncollected	Collection Rate
PH Scattered Sites	\$ 14,250.00	\$ 12,733.99	\$ 0	89%
Totals	\$ 14,250.00	\$ 12,733.99	\$ 0	89%

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 30 days
1904 Hoyt Ave	2	8-25-23	127	TBD		Storm Damage
2119 Forest	2	10-5-23	107	12-5-23		Storm Damage
2125 Forest	2	12-8-23				
2139 Forest	2	2-9-23	327			Transfer scheduled 2-21-24
124 Howe	4	7-1-21		TBD		Flood Damage total Renovation



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March 12, 2024
Executive Director's Report

Activities

Development Activities

1. City Council vote next Monday March 18th.
2. Purchase of SW corner of parking lot (\$25,000)
3. Sale of lot on SE corner of Lenawee and Cherry
4. Meeting with CATA on office development

Other Activities

Meeting with Trini Pehlivanoglu
Meeting with Edge Communications on PR plan for 2024
Peter Giles – Cinnaire New Markets Tax Credits
Dr Stanly Parker Eastside Community Center
Ed Harden Capitol National Bank



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Wednesday, February 14, 2024

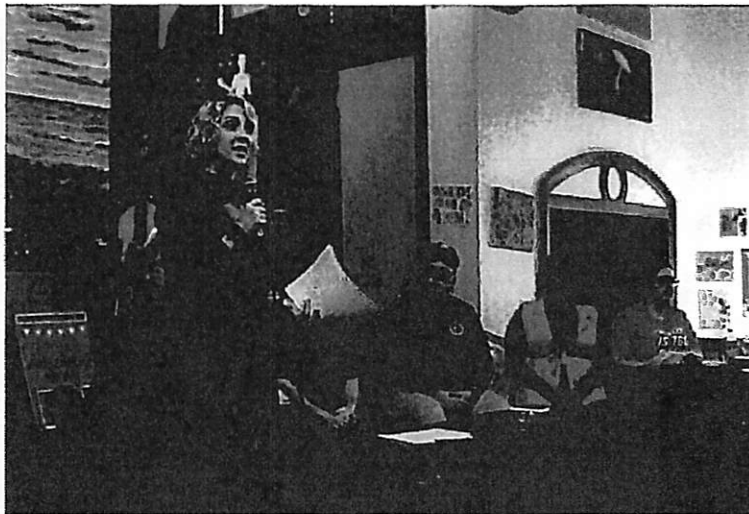
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In Lansing, the issue of affordable housing a 'two-headed monster'



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Rep. Emily Dievendorf (left) discusses housing affordability as (to her left) Lansing City Council member Ryan Kost, Ashia Wilson of the Michigan Coalition Against Homelessness and Kelsey Brianne of For Our Future listen during a community event at The Fledge last week.

PHOTO BY RAYMOND HOLT

Posted Thursday, February 8, 2024 12:13 am

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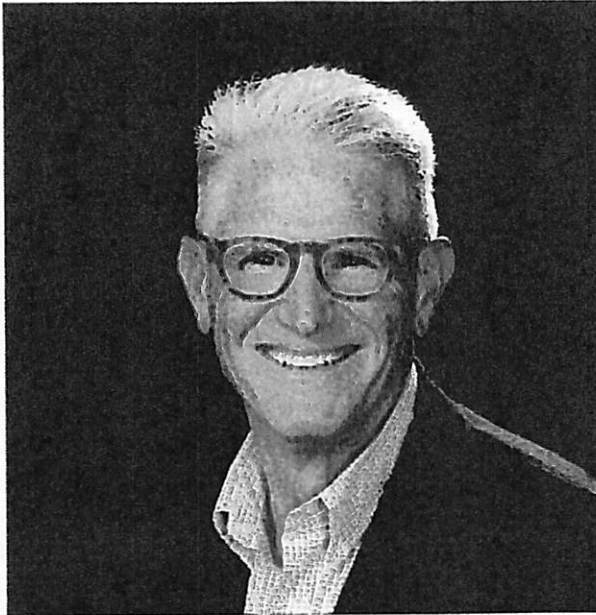
OUR LATEST STORIES

By TYLER SCHNEIDER

Lansing has long been touted as an affordable place to live. In 2018, it was listed as the nation's best affordable city by Livability.com, which cited the average price of rent at the time as \$734.

Today, the city remains below the average cost of living elsewhere in the U.S. and Michigan, but the average rental price in Lansing has risen to nearly \$1,000.

Local landlords like David Sheets have seen that phenomenon unfold firsthand.



(/uploads/original/20240207-091847-DougFleming.jpg)

"What used to be around \$800 to rent a three or four-bedroom house now costs \$1,200, and that's happened in the last few years," said Sheets, once widely known as Discount Dave from ads for his mattress stores. "The availability is just not there. People will wait for months to find a place."

Of the 120 properties he owns and rents out in Greater Lansing, Sheets said he doesn't have a single unit available right now. He called it "the best market for what I do that I've ever seen."

"If we have a vacancy, I mean, boom, it's gone immediately. Do I understand it? No. I just deal with it, and it's working pretty well for me," he said.

It's part of a national trend that has grown more prominent in recent years, and one that Michigan, in particular, has struggled with. According to Rent.com's Jan. 2024 rent report, Michigan had the third highest increase in average rent prices in the country over the past year, at 12.47%.

Rewind: News Highlights From The Last 7 Days
(/stories/rewind-news-highlights-from-the-last-7-days,86381)

MSU suspended classes and held numerous events Tuesday in remembrance of the Feb. 13, 2023, campus mass shooting, highlighted by a scheduled evening vigil and luminary lighting at Lot 62 near Spartan ...

Lansing City Council approves Gaza ceasefire resolution before a packed audience
(/stories/lansing-city-council-approves-gaza-ceasefire-resolution-before-a-packed-audience,86370)

MSU plans series of events to mark one-year anniversary of campus shooting
(/stories/msu-plans-series-of-events-to-mark-one-year-anniversary-of-campus-shooting,85955)

McCrimmon brings down the house
(/stories/mccrimmon-brings-down-the-house,85952)

'It's all surreal'
(/stories/its-all-surreal,85938)

Romance is in the air
(/stories/romance-is-in-the-air,85834)

Four things last week's fundraising reports told us about

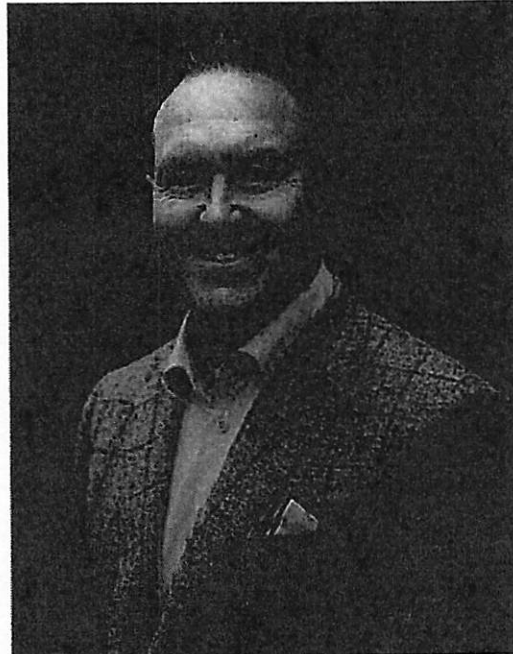
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Renters and activists in Lansing have taken notice. Last week, a diverse group of concerned Lansingites gathered at The Fledge, on Lansing's east side, to discuss the state of affordable housing in the city and strategies for addressing a related spike in its homeless population.

The session's panel featured state Rep. Emily Dievendorf, D-Lansing, City Council member Ryan Kost and Rawley Van Fossen, who became Lansing's director of planning and development in December following five years as executive director of the Capital Area Housing Partnership.

"We know that we don't have enough housing, that housing is not safe enough, rent is too high, full ownership is too expensive, and there are unfair obstacles to getting into renting and to stay in renting," Dievendorf said.

The event touched on a vast array of issues related to homelessness and tenant rights, although the debate frequently circled back to one keystone issue: the need to boost the city's available housing stock.



(uploads/original/20240207-091902-PatGillespie copy.jpg)

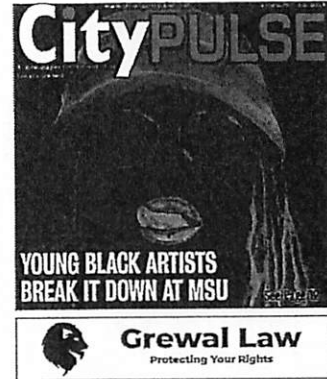
"If we don't have enough roofs over the head to be offering throughout our city, we're not going to solve homelessness in Lansing," Van Fossen said. "The pure and easy answer is to offer permanent solutions."

For Kost and others, one way the city could put a dent in the mismatch between supply and demand is through reducing the number of red-tagged properties in the city, thereby adding more homes to the city's pool of safe rentals. When Kost first joined City Council early last year, the city had around 700 red-tagged homes. He said it has since fallen to "just over 500."

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Michigan's political races (/stories/four-things-last-weeks-fundraising-reports-told-us-about-michigans-political-races,85816)

In Lansing, the issue of affordable housing a 'two-headed monster' (/stories/in-lansing-the-issue-of-affordable-housing-a-two-headed-monster,85818)



(/stories/february-1st-2024-issue,85716)

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But Lansing Housing Commission Executive Director Doug Fleming said in an interview that the city needs to exercise caution in pursuing this goal.

"Right now, the city will readily admit that they have hundreds of people living in red-tagged units. Why would anybody live in a unit that's red-tagged? Because they don't have a better alternative," LHC's Fleming said. "If the city went out and enforced all of those and dumped all those people on the street, what is that going to do for our homeless population?"

A more sustainable solution, he said, would be to build more new units.

"As people move out because they have options, you've forced the landlord to either invest in their property to keep up with the Joneses, so to speak, or sell it," Fleming said. "If they sell, someone with the capital can hopefully go in there and buy it, fix it up and get it within code. In either case, building more new affordable housing units is actually going to help solve our red-tag problem as well."

The city, in partnership with groups like Fleming's LHC, has tried to capitalize on state funding designed to help bolster Michigan's housing stock.

This includes LHC's Riverview 220, a \$22.5 million mixed-use and mixed-income apartment building made possible in part through a \$1.5 million tax credit Michigan State Housing Development Authority. Slated for completion by 2026, the project planned for the south side of East Kalamazoo Street, between South Grand Avenue and Cherry Street, will have 63 units, with 56 of them designated as affordable. Fleming cited it as the first mixed development of its kind in Lansing.

The process of planning and completing these state-assisted projects can take a lot of time, however. To solve the issue, Fleming said more development is also needed in the private sector.

The problem, he said, is that rising inflation has impacted both sides of the coin. The cost to construct and ensure new buildings has increased, which has led developers to become more selective in the projects they pursue.

In that way, Fleming added, achieving greater affordability is a "two-headed monster."

Pat Gillespie, one of Greater Lansing's largest developers, agrees.

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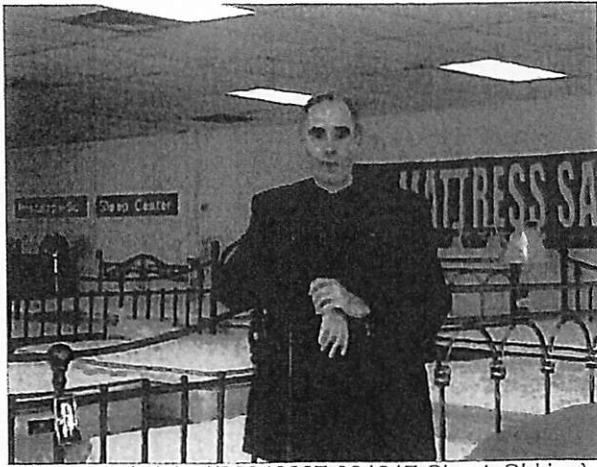


City Pulse
22 hours ago

In the mood for some tasty Chinese food? Check out this review of Everyday Authentic Chinese Cuisine in East Lansing! Check it out in the food section in the current print edition or online! — with Everyday Authentic Chinese Cuisine.

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"The supply and demand curve is upside down right now. We have sites all over the state that we would love to go build on, but we can't make many of the numbers pencil out to make enough economic sense for a bank to allow us to borrow," Gillespie said.

"In the past, you could figure out a business model," he added. "But right now, with costs being so high and interest rates up at the mid 7% to 8% range, you put those two together, and it's not a good combination to have a lot of explosive growth."

These factors have led to fewer developments, particularly for low-income renters.

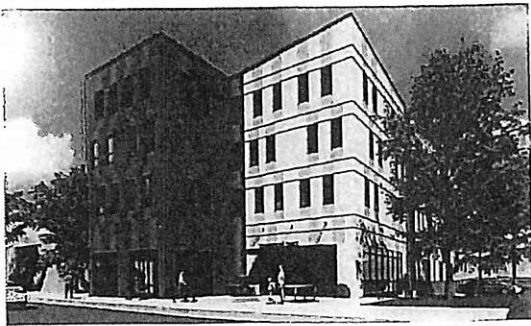
"You're risking a lot to do some of these projects, so those variables can really swing on you quite a bit," Gillespie said. "With the market like it is now, it is almost impossible to build anything residential without having it be super high end."

This is a problem Fleming faces daily in his role with the Lansing Housing Commission, which helps facilitate the process of awarding Section 8 housing vouchers in Lansing. He said they'll accept applications for a five-day period once every 10 months, but that the demand far outpaces the availability.

"Last year, we opened it right before Thanksgiving, and we had 2,800 people apply in five days. To get a workable number that we can get through in a timely manner, we have to lottery that down to 600," Fleming said. "Even if you're successful, it's still not immediate, because you could still be 10 months away from getting a voucher."

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230816building-1.jpg)

HDJ

Again, he said, the quickest way to alleviate the pressures placed on renters is to build more units, which takes time. To do so effectively, Fleming stressed the importance of planning for the long haul.

“The conversation about affordable housing needs to be focused on what our needs will be in 2027 and in 2028,” Fleming said. “Because that’s just where we’re at with affordable housing right now, and we’re already behind.”

Comments

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HOUSING-A-TWO-HEADED-MONSTER%2C85818)

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ingham-co-clerk-barb-byrums-son,85704)

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lecturer-tanisha-ford,85334)

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Lansing Housing Commission Resident Services Annual Review

The Lansing Housing Commission has invested in several partnerships to provide opportunities and support to the residents. The concept is to help all interested residents on their journey, to improve their lives and support their goals for upward advancement. The organization continues to develop a process to support and encourage residents in their self-improvement efforts and support those that are most vulnerable. The primary focus is the development of the "Pillars for Independence."

Lansing Housing Commission Resident Services, *"Pillars for Independence"*

Resident Services are intended to assist Lansing Housing Commission residents in their personal journey of self-improvement and independence.

Five key areas have been identified to assign and coordinate LHC and Community resources to build life skills and employment capabilities. The focus of this journey is to meet residents wherever they are on their life's journey.

The Five Pillars of Independence are:

Health

Issues related to health include education regarding wise nutritional choices, making positive lifestyle changes and regular engagement with a healthcare professional. This area is designed to help residents make wise and healthy choices that will positively impact the quality of their lives for years to come.

Food Security

Access to healthy meals and good nutritional choices are sometimes challenging for our residents. Educational to assist in nutritional planning, healthy choices for children and families, and finding resources to assure the family is operating safely in the boundaries of a good and safe supply of food. Helping residents make positive healthy choices is critical in developing positive alternatives that they can utilize within their residential areas.

Financial Education / Management / Mentorship

The path to financial independence begins with greater understanding of personal finance and making wise choices with family resources. Expanding residents' awareness of financial options, resources and tools is a powerful way to build competent skills and positive futures. Gathering financial institutions and resources can provide important mentoring events for personal growth.



Educational Development Literacy

Throughout history, education has been a powerful force in lifting people from poverty and igniting positive, personal development. From early educational programs for children to GED support for adults, the opportunity to stress education and bring resources to the residents is a powerful asset in building brighter futures.

Employment Skills/Employment Support

Building personal dignity and improving self-confidence can be accomplished in many ways, but having a job or developing a career is a wonderful way to bring hope and build a pathway to independence. Job interview skills, resume preparation, personal appearance and general social skills all contribute to the life changing opportunities that come from having a career and building a brighter future.

Annual Resident Services Review

Recent multi-million-dollar investments in the LHC primary properties have generated tremendous results and offer beautiful new facilities for the residents. This RAD conversion was a significant project and as a result, some of the momentum with the resident services initiatives have been disrupted or even halted until the facilities could be accessible again. These programs are coming back online with great success.

Head Start

Newly renovated properties have created beautiful new facilities for children in the Head Start community. Recently, Head Start has had some staff transitions that have left the organization short-handed, but Wavery Place, Hildebrandt Park and LaRoy Froh are ready for full enrollment once the staffing issues are resolved.

Current Actions:

Ongoing discussions with the Head Start team to ensure programs are up and running at all three locations.

Population Served/or Planned 60+ families

Greater Lansing Food Bank

Current service and food distribution is active at Capital City Apartments. In 2023, the program was expanded. LHC has 501(c)3 status and, as a result, the location can be designated as a food distribution site. With this confirmation, a full food distribution program was confirmed, and the monthly drop offs were maintained over the cold weather months by using the Oliver Gardens community center. With the completion of the Capital City facilities, the full use of the pantry and Community Garden facilities has allowed for the location to provide ongoing food sources rather than a single day drop off.



Current Actions:

The Greater Lansing Food Bank recently confirmed the 2024 drop off dates for a full 12 months of service. An additional request is being considered by the organization to create new distributions at both Waverly Place and Hildebrandt Park.

Populations Served/ or Planned 600+ Families

Community Garden Initiatives

Community Gardens are popular opportunities for families to raise their own food and educate their children on where food comes from. Each of the LHC properties has developed garden projects on site. One of the most successful is at Capital City, where the volunteer resident coordinator is a Master Gardener. Each of the locations has new facilities for the garden project and excellent support for ongoing development. LHC has provided seeds, tools, plants, fertilizers, and pest control supplies. Sign up for the plots is in the spring, and resources are coordinated between the resident coordinators and the Lansing Garden Project team through the Greater Lansing Food Bank.

Current Actions

Although three of the properties have new community garden plots and facilities, the Gardens at LaRoy Froh are a joint effort with the Risdale area community. That garden project is coordinated by a neighborhood resident with LHC providing water for the summer. An agreement was reached to coordinate new fencing of the property in cooperation with the local police and the garden project to create the right flow and access to the satisfaction of all.

Populations Served/ or Planned 75+ Families served with Another 75+ coming online spring of 2024.

Adult Education

PAE of Eaton County has relaunched adult education classes for the Capital City Apartment community. Initial interests for the classes was around 10 in total; however, actual enrollment was 6 people. Two enrollments and semester periods have been conducted in 2023. Current discussion with the PAE leadership is focused on expanding the program and launching additional classes at other resident locations. The LHC team has given tours of the newly remodeled facilities, and plans to seek resident interest in these areas are being developed.

LHC has provided computers, furniture, classrooms, Wi-Fi equipment and services to support the program.

Populations Served/ or Planned 10 families served/counselled with 20 to 50 potential

GAPs

GAPs Outreach is a 501(c)3 Okemos based organization that serves the vulnerable in the Lansing area. The focus is to prevent those who are getting on their feet from falling backward. The team supplies furniture, counseling, and support for the most vulnerable populations. LHC is in partnership with the organization to assist in connecting needs with resources. The program has a community outreach initiative to work onsite at the properties and to share the news about their resources.

Populations Served/ or Planned - Onsite activities and resource distribution – 50+ families

Dolly Parton's Library

The Lansing Housing Commission has teamed up to bring the love of reading to local children. The organization sponsors three local zip codes, 48910, 48911 and 48901. With this partnership, families who live within these zip codes can register to receive a new book each month for their children up to the age of 5 at no cost.

Each month, a high quality, age-appropriate book is addressed and sent to all registered children. LHC properties and area neighborhoods can now register for the Imagination Library program thanks to this sponsorship. Children encouraged to read at an early age have improved educational results and this program is free to all interested families.

Populations Served/ or Planned - The program continues to grow each year and has now surpassed 300 families.

Potter Park Zoo

The Potter Park Zoo is a community gem, and LHC offers free passes for families. By reserving a pass, families can go to the zoo and enjoy free admission and parking, saving families money while enjoying the educational and family activities at the park. This program is administered by the property managers on behalf of the residents.

Populations Served/ or Planned - The program has been active for a number of years. Through promotion and word of mouth, the participation levels have continued to grow each year. Families served 100+

Infant Mortality Coalition

Ingham County has an Infant Mortality Program to inform and educate new parents on the prevention of infant mortality. This critical program hosted 4 events in the Lansing area and LHC sponsored two of them on site for new parents. Attendees received education, refreshments, newborn diapers, and a new Pack-N-Play.

Populations Served/ or Planned - Through the promotion and attendance at the event – 100+ Families served.

Love the City

LHC has welcomed the Love the City team to the townhouse facilities. The organization has a truck staffed by volunteers to bring music, fun and treats to the properties for the children. LHC is in partnership with their team and working with the organization's leadership to continue growing the program and engaging residents throughout the year.

Populations Served/ or Planned - Children and families 150+

Capital Region Learning Group

LHC is an active participant in the Capital Region Learning Group, a coalition for lifelong learning. Through this group, LHC has been in the local conversation to assist in developing programs and engaging those that need support. This is a vital connection to the LHC learning and development pillar to assist in getting residents involved in reading and personal development.

Populations Served/ or Planned - Ongoing support and information sharing has impacted the entire enterprise and all residents.

Newsletters

LHC provides a quarterly newsletter to all residents. Information on safety, health, Housing Commission updates and general resident program communication has been distributed in this format.

Populations Served/ or Planned - 1500+

Social media

LHC is active on Facebook to assure access to resources, answer questions, and inform residents about programs and partners, sharing information several times a week. When residents have issues or concerns, they will often reach out through this media, and it has benefited the residents to have this kind of easy access.

Populations Served/ or Planned - followers 350 with a reach of over 1,500.

Resident Events

LHC provided resources, supplies and staff support to successfully create and enhance resident experiences to enjoy the LHC community complexes.

- Holiday Family Adoption – Families were adopted, contacted for needs, gifts purchased and wrapped, and given to the families during the holidays. (20 Families – 100 pp)



COMMISSION

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

- Trunk or Treat – Pre-Halloween event held on site at Waverly Place with several cars, volunteers, treats and costumes. (35 Families)
- Thanksgiving & Holiday party events – meals with all the trimmings, potlucks, and family celebrations. (45 Families)
- Daily Coffee gatherings at Capital City - LHC has assisted in generating donations to support the gatherings, including Paramount Coffee support. (200+ Year)

Populations Served/ or Planned - 300+

Executive Summary

Annual Resident Services Review

Recent multi-million-dollar investments in the LHC primary properties have generated tremendous results and beautiful new facilities for residents. This RAD conversion was a significant project and as a result, momentum with resident services initiatives has been disrupted or even halted until the facilities could be accessible again. These programs are coming back online with great success.

Head Start

Population Served/or Planned - 60+ families.

Greater Lansing Food Bank

Populations Served/ or Planned - 600+ families.

Community Garden Initiatives

Populations Served/ or Planned - 75+ Families served with Another 75+ Coming online spring of 2024.

Adult Education

Populations Served/ or Planned - 10 families served/counselled with 20 to 50 potential.

GAPs

Populations Served/ or Planned - Onsite activities and resource distribution – 50+ families.

Dolly Parton's Library

Populations Served/ or Planned - The program continues to grow each year and has now surpassed 300 families.

Potter Park Zoo

Populations Served/ or Planned - The program has been active for a number of years. Through promotion and word of mouth, the participation levels have continued to grow each year. Families served 100+





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2023 Resident Services reach, and impact is estimated to be in excess of 5,000 contacts/experiences

