



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

Agenda

Lansing Housing Commission

August 28, 2024

1. Call to Order
 - a. Roll Call
 - b. Approval of Minutes of June 26, 2024
2. Public Comment – limit 3 minutes per person
3. Action Items:
 - a. Resolution 1374 – SEMAP Certification
 - b. Resolution 1375 – Utility Allowances
4. Informational Items:
 - a. Finance Report July 2024 Steven Raiche
 - b. Housing Choice Voucher July 2024 Jennifer Burnette
 - c. LIPH Asset Management Report July 2024 Karen Chase
5. Deputy Director Comments
6. Executive Director's Comments
7. President's Comments
8. Adjournment.

Minutes of June 26, 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.

STAFF:

Doug Fleming Kim Shirey
Steve Raiche Karen Chase
Jennifer Burnette

Guests:

Jenny Michigan Asset Group
Beau Idalski Community officer Capital City Apartments

Commissioner Hall motioned and Commissioner Barker seconded a motion to approve the minutes of the May 22, 2024, commission meeting. **The Motion was approved by all members present.**

Public Comment: limit 3 minutes per person

- **Bailey Star** – Food Bank is being discontinued. We really need it to continue.
- **Yolanda Strong** – **Capital City Apartments**, this is my home. Loitering needs to be controlled. They trash our home and leave. Make an ordinance to stop the loitering. I have been to prison and don't feel safe in this building.
- **Nikita Simon** – **Capital City Apartments**, as a woman living there, I don't feel safe. The staff comes in without warning. No ventilation in the bathrooms. Mold under cabinets. Loitering in the building. No one came to my apartment when my stove caught on fire. The fire alarms never went off. I just want to feel safe in my home. Staff makes sexual comments toward woman. We were told to call the police, and they don't come. I am fearful of speaking out because of retaliation.
- **Anthony Nevills**– **Capital City Apartments**, the last time I was here, I told you it was a violation of state law for the apartment must have ventilation. Electrical violation to have cords laying on top of the air conditioners. In the winter the sidewalks are not cleared off and we can't get out. The building is falling apart from the crappy rehab that was done. The baseboards are falling off the wall. Holes in the wall that have been patched two

months. It makes it look like they are doing everything. I wrote my complaints on this letter. If I want heat remediation I would have to pay for it. There has not been any heat remediation in this building in two years. The bedbugs and cockroaches are getting out of control. When Michigan Asset took over, we didn't have pest control for the first four months. Someone was dumping trash at the end of the driveway toward MLK, so they locked the trash. Then someone was dumping trash in the front. Jeff's answer to that is to put 40-foot high 20-foot-wide bone-dry brush pile 5 feet from the building which is a city of Lansing violation.

Action Items:

- **Resolution 1368** – Utility study was done by Nelrod, a third-party company to determine if the utilities need to change. Basically, there is a fluctuation up and down of about two dollars. Public housing Nelrod does a utility consumption study to determine on going up or down on the utilities. Residents are notified during their next annual certification.

Commissioner Barker motioned Commissioner Taylor seconded to approve the Utility Study as presented. **Motion was approved by all members present.**

- **Resolution 1369** – HCV Administrative Plan for fiscal year 2024-2025. Every year we must review our admin plan which is basically how we administer our programs for both our ACOP and our admin plan. A send out a summary of the changes. Changes to our preferences for our waiting list. We added you can be absent 180 days instead of 90. HOTMA changes. Earned Income Disallowance is being discontinued.

Commissioner Barker motioned Commissioner Hall seconded to approve the Administrative Plan as presented. **Motion was approved by all members present.**

- **Resolution 1370** – Fiscal Year 2025 Operating Budget. Gave a copy of the proposed budget last meeting. In December of 2020 we started the RAD process. In June of 2020 we had 880 units and almost 14 million in assets and buildings on our books. As we get ready to close our books in end June of this year we have about 3.5 million in assets on our books. We have significantly changed our portfolio of what we are doing. To offset that we had pension, OPEB in debt of 2.8 million back in June of 2020 and we are going to end this year with outstanding liability of \$660,000. We have been using the proceeds

to temporarily get some interest this year. It has created some challenges for us. Back in June of 2020 we used to get \$785,000 in admin fees from the properties to run the operations in this building. In this budget the number is \$200,000. So, this number has drastically changed how we need to operate here. The gap is being replaced by developer fees.

Commissioner Henry motioned Commissioner Barker seconded to approve the FY2025 fiscal year Operating Budget as presented. **Motion was approved by all members present.**

- **Resolution 1371** – Proposed Procurement Policy. This is a policy that was presented last month and gave you 30 days to look at it. It just an update of numbers based on inflation in 5 different categories. This policy is only used for LIPH and is not expected to be used very often with only 66 units left.

Commissioner Barker motioned Commissioner Taylor seconded to approve the proposed procurement Policy as presented. **Motion was approved by all members present.**

- **Resolution 1372** – Authorization to purchase land 405 S Grand. Baryames building is in front of the 220 Riverview. We could build a wing on the 220 Riverview project, or we can protect the view of the residents that will be 220 Riverview project. We want to have options.

Commissioner Barker motioned Commissioner Taylor seconded to approve the purchase of 405 S Grand as presented. **Motion was approved by all members present.**

- **Resolution 1373** – 9% LIHTC Application. Williamston is within our Section 8 service area. LHC will be a general partner with CAHP to build 48-unit building. This resolution will support and approve the executive director/CEO to enter LHC into necessary agreements and partnerships to advance the LIHTC application to MSHDA for the October 2024 round of LIHTC Submissions.

Commissioner Taylor motioned Commissioner Barker seconded to approve the 9% LIHTC Application as presented. **Motion was approved by 4 Commissioners with one abstention (Emma Henry).**

Informational Items:

Finance Report

Housing Choice Voucher

Asset Management Report

Public Housing (PH) Scattered Sites

Discussion Items: Development Deals

- Riverview 220 is right across the street. We will have some 7 market rate units and 56 affordable units and commercial space.
- Grand Vista Place is down the street with 55 affordable units. 4% tax credit deal.
- 106 W Allegan
- 405 S Grand is being purchased we have a resolution for.
- Williamston Project I was approached by CAHP for a senior project.
- Hollister Building - Boji group owns the building and has tenants. He has had some vacancies in the building and is trying to move the tenants into Boji building and offered to sell us the Hollister Building.

Other Items: None

Deputy Director Comments:

Executive Directors Comments:

Development Activities:

Other Activities:

President's Comments:



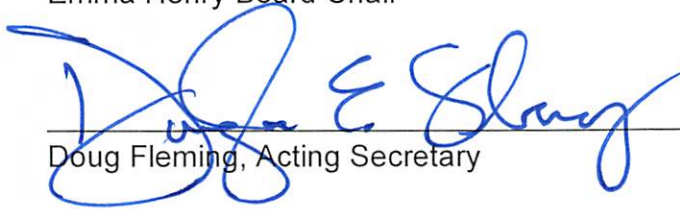
Other Business:

Adjournment: The meeting was adjourned at 7:00 p.m.



Emma Henry Board Chair

Date 8/28/24



Doug Fleming, Acting Secretary

Date 8/28/24

RESOLUTION NO. 1374

ADOPTED BY THE LANSING HOUSING COMMISSION

AUGUST 28, 2024


BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:

Douglas Fleming, acting in the capacity of Executive Director, is authorized to submit the attached SEMAP Certification, with a score of 140, to the U.S. Department of Housing & Urban Development.

Moved: Loria Hall Seconded: Heather Taylor


Ayes: 4 Nays: 0

Absent: 1



Emma Henry, BOARD CHAIR

ATTEST:



SECRETARY

FOR CLERK USE ONLY

RESOLUTION NO. 1374
DATE ADOPTED 08/28/2024



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

August 28, 2024

Lansing Housing Commission
419 Cherry St.
Lansing, Michigan 48933

HONORABLE MEMBERS IN SESSION:

SUBJECT:

Approval to Submit the Lansing Housing Commission's 2024 Housing Choice Voucher Management Assessment Program ("SEMAP") Certification to HUD-Resolution No. 1374.

RECOMMENDATION:

Staff recommends the Board authorize Douglas Fleming, acting in his capacity as Executive Director or his designee, to submit LHC's 2024 SEMAP scores to HUD.

CONTACT PERSON:

Jennifer Burnette
Director of Housing Programs

SUMMARY:

This resolution authorizes LHC to submit its SEMAP self-certified score of 140, to the U.S. Department of Housing & Urban Development ("HUD") in compliance with 24 CFR sec. 985.101.

BACKGROUND:

24 CFR sec 985.101 requires PHAs that administer a Housing Choice Voucher tenant-based rental assistance program to submit an annual SEMAP Self Certification to HUD within 60 days after the end of the fiscal year. PHA's must obtain Board approval prior to submission of the SEMAP Certification.

PHAs, which do not submit their SEMAP score within the 60-day timeframe, will be designated as a "troubled agency" which leads to corrective actions taken by HUD. These corrective actions could be but are not limited to onsite HUD audits, sanctions, and /or, various other additional requirements as set forth by the HUD field office.



In order to complete the self-certification for SEMAP, the PHA must evaluate its performance against 14 benchmarks:

- Proper selection of applicants from the housing choice voucher waiting list
- Sound determination of reasonable rent for each unit leased
- Establishment of payment standards within the required range of the HUD Fair market rent
- Accurate verification of family income
- Timely annual reexaminations of family income
- Correct calculation of the tenant share of the rent and the housing assistance payment
- Maintenance of a current schedule of allowances for tenant utility costs
- Ensure units comply with the housing quality standards before families enter into leases and PHAs enter into housing assistance contracts
- Timely annual housing quality inspections
- Performing of quality control inspections to ensure housing quality
- Ensure that landlords and tenants promptly correct housing quality deficiencies
- Ensure that all available housing choice vouchers are used
- Expand housing choice outside areas of poverty or minority concentration
- Enroll families in the family self-sufficiency (FSS) program as required and help
- FSS families achieve increases in employment income

After evaluating our performance against these 14 benchmarks, we have determined we are a high performer with a score of 140.

FINANCIAL CONSIDERATIONS

If LHC fails to submit the SEMAP score there is no financial consideration.

POLICY CONSIDERATIONS:

LHC has no specific policy regarding this action. However, 24 CFR sec 985.101 requires governing body approval of LHC's submission to HUD.

Respectfully Submitted,



Douglas Fleming, Secretary to the Board




Resolution No. 1375

Adopted By the Lansing Housing Commission

August 28, 2024

BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:

Doug Fleming, acting in the capacity of Executive Director, is authorized to approve to use of the updated utility allowances for use for the Housing Choice Voucher Program as stated.

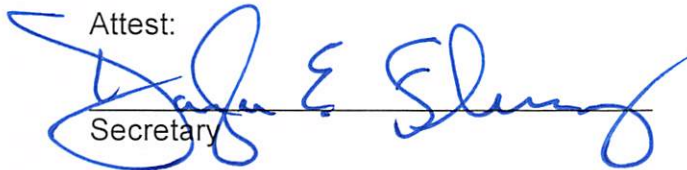


Emma Henry, Chair

Yeas 4 _____

Nays 0 _____

Abstentions _____

Attest:


Secretary

For Clerk Use Only

Resolution No. 1375
Date Adopted 08/28/2024



August 30, 2023

Lansing Housing Commission
419 Cherry St.
Lansing, Michigan 48933

HONORABLE MEMBERS IN SESSION:

SUBJECT:

Approval to use the updated utility allowance per the June 2024 Nelrod Utility Study. - Resolution No. 1375.

RECOMMENDATION:

Staff recommends the Board authorize Doug Fleming, acting in his capacity as Executive Director, to approve the recommended change to the LHC utility allowance for use in all Housing Choice Voucher rental calculations.

CONTACT PERSON:

Jennifer Burnette
Director of Housing Programs

SUMMARY

This resolution authorizes LHC to use utility allowances established by the 2024 Nelrod utility study for all Housing Choice Voucher rental calculations.

BACKGROUND:

(a) *Maintaining schedule.* (1) The PHA must maintain a utility allowance schedule for all tenant-paid utilities (except telephone), for cost of tenant-supplied refrigerators and ranges, and for other tenant-paid housing services (e.g., trash collection (disposal of waste and refuse)).

(2) The PHA must give HUD a copy of the utility allowance schedule. At HUD's request, the PHA also must provide any information or procedures used in preparation of the schedule.

(b) *How allowances are determined.* (1) The utility allowance schedule must be determined based on the typical cost of utilities and services paid by energy-conservative households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

(2)(i) A PHA's utility allowance schedule, and the utility allowance for an individual family, must include the utilities and services that are necessary in the locality to provide housing that

complies with the housing quality standards. However, the PHA may not provide any allowance for non-essential utility costs, such as costs of cable or satellite television.

(ii) In the utility allowance schedule, the PHA must classify utilities and other housing services according to the following general categories: space heating; air conditioning; cooking; water heating; water; sewer; trash collection (disposal of waste and refuse); other electric; refrigerator (cost of tenant-supplied refrigerator); range (cost of tenant-supplied range); and other specified housing services. The PHA must provide a utility allowance for tenant-paid air-conditioning costs if the majority of housing units in the market provide centrally air-conditioned units or there is appropriate wiring for tenant-installed air conditioners.

(3) The cost of each utility and housing service category must be stated separately. For each of these categories, the utility allowance schedule must take into consideration unit size (by number of bedrooms), and unit types (e.g., apartment, row-house, town house, single-family detached, and manufactured housing) that are typical in the community.

(4) The utility allowance schedule must be prepared and submitted in accordance with HUD requirements on the form prescribed by HUD.

See attached 2024 Utility Sheets to become effective December 1, 2024.

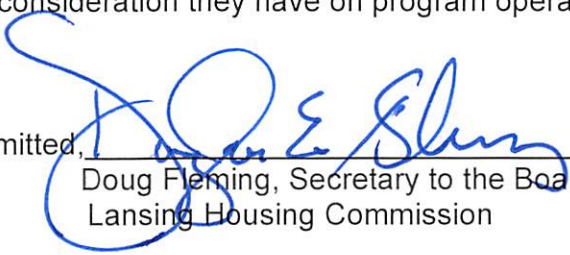
FINANCIAL CONSIDERATIONS

If LHC fails to gain Board approval of the updated utility allowances it will become an audit finding, and a SEMAP submission reduction.

POLICY CONSIDERATIONS:

LHC has no specific policy regarding this action. However, Board approval is being requested due to the financial consideration they have on program operations.

Respectfully Submitted,



Doug Fleming, Secretary to the Board
Lansing Housing Commission

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA LANSING HOUSING COMMISSION		Unit Type: High-Rise/Apartment						Date (mm/dd/yyyy) 12/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR	
Heating	Natural Gas	\$22.00	\$27.00	\$31.00	\$36.00	\$40.00	\$45.00	\$48.00	
	Bottle Gas								
	Electric (avg)	\$33.00	\$39.00	\$53.00	\$67.00	\$81.00	\$95.00	\$102.00	
	Electric Heat Pump (avg)	\$29.00	\$34.00	\$41.00	\$46.00	\$51.00	\$56.00	\$60.00	
	Fuel Oil								
Cooking	Natural Gas	\$3.00	\$3.00	\$4.00	\$5.00	\$7.00	\$8.00	\$9.00	
	Bottle Gas								
	Electric (avg)	\$8.00	\$9.00	\$13.00	\$17.00	\$21.00	\$25.00	\$27.00	
Other Electric	(avg)	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$85.00	\$92.00	
Air Conditioning	(avg)	\$5.00	\$6.00	\$8.00	\$11.00	\$13.00	\$15.00	\$16.00	
Water Heating	Natural Gas	\$6.00	\$7.00	\$10.00	\$13.00	\$16.00	\$20.00	\$21.00	
	Bottle Gas								
	Electric (avg)	\$20.00	\$23.00	\$30.00	\$36.00	\$43.00	\$49.00	\$53.00	
	Fuel Oil								
Water	(Board of Water & Light)	\$35.00	\$36.00	\$45.00	\$54.00	\$62.00	\$71.00	\$77.00	
Sewer	(City of Lansing)	\$54.00	\$56.00	\$73.00	\$89.00	\$106.00	\$123.00	\$134.00	
Trash Collection	(CART)	\$18.00	\$18.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	
Other specify: Electric Charge \$15.280 (avg)		\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	
Other specify: Natural Gas Charge \$14.14		\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	
Range /Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.						Utility/Service/Appliance		Allowance	
Head of Household Name						Heating			
Unit Address						Cooking			
Number of Bedrooms						Other Electric			
						Air Conditioning			
						Water Heating			
						Water			
						Sewer			
						Trash Collection			
						Other			
						Range/Microwave			
						Refrigerator			
						Total			



adapted from form HUD-52667
(04/2023)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA LANSING HOUSING COMMISSION		Unit Type: Row House/Townhouse/ Semi-Detached/Duplex					Date (mm/dd/yyyy) 12/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
Heating	Natural Gas	\$29.00	\$34.00	\$40.00	\$45.00	\$50.00	\$56.00	\$60.00
	Bottle Gas							
	Electric (avg)	\$48.00	\$56.00	\$73.00	\$91.00	\$108.00	\$125.00	\$135.00
	Electric Heat Pump (avg)	\$35.00	\$42.00	\$50.00	\$56.00	\$62.00	\$68.00	\$73.00
	Fuel Oil							
Cooking	Natural Gas	\$3.00	\$3.00	\$4.00	\$5.00	\$7.00	\$8.00	\$9.00
	Bottle Gas							
	Electric (avg)	\$8.00	\$9.00	\$13.00	\$17.00	\$21.00	\$25.00	\$27.00
Other Electric	(avg)	\$36.00	\$42.00	\$58.00	\$75.00	\$91.00	\$108.00	\$117.00
Air Conditioning	(avg)	\$5.00	\$6.00	\$10.00	\$15.00	\$19.00	\$23.00	\$25.00
Water Heating	Natural Gas	\$8.00	\$9.00	\$13.00	\$16.00	\$21.00	\$24.00	\$26.00
	Bottle Gas							
	Electric (avg)	\$25.00	\$29.00	\$37.00	\$45.00	\$54.00	\$62.00	\$67.00
	Fuel Oil							
Water	(Board of Water & Light)	\$35.00	\$36.00	\$45.00	\$54.00	\$62.00	\$71.00	\$77.00
Sewer	(City of Lansing)	\$54.00	\$56.00	\$73.00	\$89.00	\$106.00	\$123.00	\$134.00
Trash Collection	(CART)	\$18.00	\$18.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00
Other specify: Electric Charge \$15.280 (avg)		\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
Other specify: Natural Gas Charge \$14.14		\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00
Range /Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
Head of Household Name					Heating			
Unit Address					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
Number of Bedrooms					Water			
					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
					Refrigerator			
					Total			



adapted from form HUD-52667
(04/2023)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA LANSING HOUSING COMMISSION		Unit Type Detached House/Mobile Home						Date (mm/dd/yyyy) 12/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR	
Heating	Natural Gas	\$33.00	\$38.00	\$45.00	\$52.00	\$58.00	\$64.00	\$70.00	
	Bottle Gas								
	Electric (avg)	\$78.00	\$92.00	\$108.00	\$123.00	\$139.00	\$155.00	\$167.00	
	Electric Heat Pump (avg)	\$42.00	\$49.00	\$58.00	\$65.00	\$73.00	\$80.00	\$86.00	
	Fuel Oil								
Cooking	Natural Gas	\$3.00	\$3.00	\$4.00	\$5.00	\$7.00	\$8.00	\$9.00	
	Bottle Gas								
	Electric (avg)	\$8.00	\$9.00	\$13.00	\$17.00	\$21.00	\$25.00	\$27.00	
Other Electric	(avg)	\$42.00	\$49.00	\$68.00	\$87.00	\$106.00	\$126.00	\$136.00	
Air Conditioning	(avg)	\$4.00	\$5.00	\$10.00	\$16.00	\$22.00	\$28.00	\$30.00	
Water Heating	Natural Gas	\$8.00	\$9.00	\$13.00	\$16.00	\$21.00	\$24.00	\$26.00	
	Bottle Gas								
	Electric (avg)	\$25.00	\$29.00	\$37.00	\$45.00	\$54.00	\$62.00	\$67.00	
	Fuel Oil								
Water	(Board of Water & Light)	\$35.00	\$36.00	\$45.00	\$54.00	\$62.00	\$71.00	\$77.00	
Sewer	(City of Lansing)	\$54.00	\$56.00	\$73.00	\$89.00	\$106.00	\$123.00	\$134.00	
Trash Collection	(CART)	\$18.00	\$18.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	
Other specify: Electric Charge \$15.280 (avg)		\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	
Other specify: Natural Gas Charge \$14.14		\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00	
Range /Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Actual Family Allowances-May be used by the family to compute allowance while searching for a unit.						Utility/Service/Appliance		Allowance	
						Heating			
Head of Household Name						Cooking			
						Other Electric			
						Air Conditioning			
						Water Heating			
Unit Address						Water			
						Sewer			
						Trash Collection			
						Other			
						Range / Microwave			
Number of Bedrooms						Refrigerator			
						Total			



adapted from form HUD-52667
(04/2023)

Lansing Housing Commission
Summary Results for July FY2025

Description	LIPH Total	COCC	HCV Admin	HCV	BA	CCPM
REVENUE:						
Total Revenue Variance - Fav (Unfav)	(34,742)	9,123	83,263	(8,351)	8,743	(36,250)
Tenant Revenue Variance	(3,156)	-	-	-	770	-
HUD Revenue Variance	(29,589)	15,445	63,609	(9,050)	-	-
Capital Fund Income	(4,800)	-	-	-	-	-
Other Income	2,803	(6,321)	19,654	699	7,973	(36,250)
Other	-	-	-	-	-	-
Budgeted Revenue	155,363	33,229	149,728	1,550,330	55,000	63,743
% Variance fav (unfav)	-22%	27%	56%	-1%	16%	-57%
EXPENSES:						
Total Expense Variance Unfav (Fav)	36,114	(4,564)	45,368	(33,245)	(31,616)	1,985
Salary Expenses	(3,889)	(8,296)	8,256	-	-	(398)
Employee Benefit Expenses	249	2,902	5,488	-	-	2,859
Utilities	2,204	38	-	-	-	-
Write-offs	(1,321)	-	-	-	-	-
Legal	(7,241)	4,202	-	-	-	-
Professional Services	6,948	(1,192)	19,368	-	(2,225)	(465)
Admin Services	-	(9,656)	-	-	(29,250)	774
Insurance	19	(285)	-	-	25	(1,542)
Sundry/Postage/Office Supplies	3,848	1,701	945	-	-	-
Management Fee	(208)	-	12,721	-	-	-
HAP Expense	-	-	-	(33,245)	-	-
Inspections	-	-	339	-	-	-
Pilot	(404)	-	-	-	-	-
Maintenance Costs	36,225	8,381	(112)	-	206	(100)
Technology/Software/Hardware	5	(371)	256	-	(368)	497
Other	(320)	(1,988)	(1,893)	0	(3)	361
Budgeted Expense	66,113	39,783	134,223	1,550,000	33,510	40,543
% Variance fav (unfav)	-55%	11%	-34%	2%	94%	-5%
Gain(Loss) on Sale of Assets	-	-	-	-	-	-
Curr Mo. Actual Net Income (Loss)	\$ 18,394	\$ 7,133	\$ 58,080	\$ 25,224	\$ 61,849	\$ (42,528)
YTD Actual Net Income (Loss) Net of CWIP	\$ 18,394	\$ 7,133	\$ 58,080	\$ 25,224	\$ 61,849	\$ (42,528)
Prior YR YTD Net Income (Loss)	\$ 109,535	\$ (11,408)	\$ (3,782)	\$ (230,076)	\$ 288,562	\$ (1,180)
Cash Balance - July 2024	\$ 2,347,377	\$ 478,048	\$ 652,875	\$ 414,285	\$ 2,744,984	
Cash Balance - June 2024	\$ 2,120,902	\$ 1,009,587	\$ 632,336	\$ 191,482	\$ 3,003,976	
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	

July Ratios

HCV Ratios			Prior Months	
Number of Vouchers Used	2,261		06/24	\$ 707.91
HCV 8002 Expenses	\$ 1,515,342.26		05/24	\$ 673.22
Average Cost Per Voucher	<u>\$ 670.21</u>		04/24	\$ 835.90

	LIPH Ratios		Prior Months	
	Jul 2024 Total	PY Jul Total		
Year-to-Date Occupancy Rate				
YTD Average Number of Units Leased	59	96	06/24	89.4%
Number of Possible Units	66	101	05/24	89.4%
Year-to-Date Occupancy Rate	<u>89.4%</u>	<u>95.0%</u>	04/24	92.4%
Average Revenue Per Occupied Unit			06/24	\$ 3,318.19
Total LIPH Revenue	\$ 120,620.98	\$ 183,049.22	05/24	\$ 2,430.75
Average Revenue Per Occupied Unit	<u>\$ 2,044.42</u>	<u>\$ 433.77</u>	04/24	\$ 2,508.96
Average Tenant Revenue Per Occupied Unit			06/24	\$ 168.59
Total Tenant Revenue	\$ 10,050.00	\$ 21,858.00	05/24	\$ 145.14
Average Tenant Revenue Per Occupied Unit	<u>\$ 170.34</u>	<u>\$ 227.69</u>	04/24	\$ 149.89
Average Cost Per Occupied Unit			06/24	\$ 1,173.45
YTD Average Monthly Expenses	\$ 102,226.62	\$ 72,650.16	05/24	\$ 1,585.12
Average Cost Per Occupied Unit	<u>\$ 1,732.65</u>	<u>\$ 756.77</u>	04/24	\$ 1,679.01

Company Ratios			
Operating Reserves	LIPH	COCC	HCV Admin
Bank Account Balance	\$ 2,347,377.15	\$ 478,047.89	\$ 652,874.76
YTD Expenses	\$ 102,226.62	\$ 35,219.36	\$ 174,910.94
Number of Months	1	1	1
Average Monthly Expenses	<u>\$ 102,226.62</u>	<u>\$ 35,219.36</u>	<u>\$ 174,910.94</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>22.96</u>	<u>13.57</u>	<u>3.73</u>
Prior Months			
06/24	30.63	15.63	3.50
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 July 31, 2024

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 1,067	\$ -	\$ 1,067	\$ 6,198	\$ -	\$ -
Tenant Revenue - Other	-	-	-	60	-	-
Total Tenant Revenue	\$ 1,067	\$ -	\$ 1,067	\$ 6,258	\$ -	\$ -
HUD PHA Operating Grants	28,488	-	28,488	20,262	-	-
CFP Operational Income	-	-	-	-	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	1,072	-	1,072	2,740	-	-
Total Operating Revenue	\$ 30,627	\$ -	\$ 30,627	\$ 29,260	\$ -	\$ -
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	113	-	113	733	-	-
Bookkeeping Fees	15	-	15	98	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	-	-	-	3,561	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	175	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	126	-	126	3,529	-	-
Ordinary Maintenance and Operations - Contracts	228	-	228	3,424	-	-
Employee Benefits Contributions - Ordinary	1,425	-	1,425	3,553	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	260	-	260	-	-	-
Liability Insurance	103	-	103	30	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	71	-	-
Other General Expenses	1,925	-	1,925	376	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	107	-	107	602	-	-
Bad debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 4,302	\$ -	\$ 4,302	\$ 16,152	\$ -	\$ -
Net Income (Loss)	\$ 26,325	\$ -	\$ 26,325	\$ 13,108	\$ -	\$ -

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 7,309	\$ 13,206	\$ (5,897)	\$ 9,103	\$ 158,472	\$ 145,266
Tenant Revenue - Other	150	220	(70)	335	2,640	2,420
Total Tenant Revenue	\$ 7,459	\$ 13,426	\$ (5,967)	\$ 9,438	\$ 161,112	\$ 147,686
HUD PHA Operating Grants	28,488	128,637	(100,149)	62,706	1,165,891	1,037,254
CFP Operational Income	-	4,800	(4,800)	-	684,991	680,191
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	8,439	8,500	(61)	2,269	102,000	93,500
Total Operating Revenue	\$ 44,386	\$ 155,363	\$ (110,977)	\$ 74,413	\$ 2,113,994	\$ 1,958,631
Administrative Salaries	\$ 5,233	\$ 8,868	\$ (3,635)	\$ -	\$ 116,430	\$ 107,562
Auditing Fees	-	-	-	-	20,000	20,000
Management Fees	2,819	3,535	(716)	3,496	194,818	191,283
Bookkeeping Fees	375	470	(95)	465	5,640	5,170
Employee Benefits Contributions - Admin	2,582	2,332	250	2	28,752	26,420
Office Expenses	965	1,190	(225)	436	23,235	22,045
Legal	(7,141)	100	(7,241)	-	500	400
Travel	-	-	-	-	1,900	1,900
Other	51	150	(99)	-	6,250	6,100
Tenant Services - Other	-	138	(138)	-	1,654	1,516
Water	4,966	3,136	1,830	6,255	42,560	39,424
Electricity	1,089	650	439	501	7,800	7,150
Gas	835	900	(65)	920	21,600	20,700
Other Utilities Expense	-	-	-	-	1,708	1,708
Ordinary Maintenance and Operations - Labor	4,097	7,552	(3,455)	3,919	95,120	87,568
Ordinary Maintenance and Operations - Material	3,305	8,600	(5,295)	976	104,000	95,400
Ordinary Maintenance and Operations - Contract	56,504	14,302	42,202	11,328	173,374	159,072
Employee Benefits Contributions - Ordinary	2,732	7,276	(4,544)	7,976	87,654	80,378
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	1,810	2,225	(415)	549	28,930	26,705
Liability Insurance	604	435	169	234	5,649	5,214
Workers Compensation	-	-	-	-	-	-
All Other Insurance	85	386	(301)	139	4,631	4,245
Other General Expenses	6,446	5,363	1,083	174	161,266	155,903
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	42	720	(678)	143	7,066	6,346
Bad debt - Tenant Rents	-	1,320	(1,320)	-	15,847	14,527
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 87,400	\$ 69,648	\$ 17,752	\$ 37,513	\$ 1,156,384	\$ 1,086,736
Net Income (Loss)	\$ (43,014)	\$ 85,715	\$ (128,729)	\$ 36,900	\$ 957,610	\$ 871,895

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 2,324	\$ -	\$ 2,324	\$ 6,263	\$ -	\$ -
Tenant Revenue - Other	25	-	25	150	-	-
Total Tenant Revenue	\$ 2,349	\$ -	\$ 2,349	\$ 6,413	\$ -	\$ -
HUD PHA Operating Grants	38,533	-	38,533	63,521	-	-
CFP Operational Income	-	-	-	-	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	1,667	-	1,667	3,059	-	-
Total Operating Revenue	\$ 42,549	\$ -	\$ 42,549	\$ 72,993	\$ -	\$ -
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	282	-	282	958	-	-
Bookkeeping Fees	38	-	38	128	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	-	-	-	-	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	45	-	45	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	115	-	-
Electricity	-	-	-	20	-	-
Gas	-	-	-	177	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	2,139	-	2,139	225	-	-
Ordinary Maintenance and Operations - Contract	555	-	555	8,612	-	-
Employee Benefits Contributions - Ordinary	2,597	-	2,597	6,470	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	122	-	122	-	-	-
Liability Insurance	80	-	80	49	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	117	-	-
Other General Expenses	1,925	-	1,925	-	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	232	-	232	696	-	-
Bad debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 8,016	\$ -	\$ 8,016	\$ 17,566	\$ -	\$ -
Net Income (Loss)	\$ 34,533	\$ -	\$ 34,533	\$ 55,427	\$ -	\$ -

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ (650)	\$ -	\$ (650)	\$ 294	\$ -	\$ -
Tenant Revenue - Other	-	-	-	50	-	-
Total Tenant Revenue	<u>\$ (650)</u>	<u>\$ -</u>	<u>\$ (650)</u>	<u>\$ 344</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	3,539	-	3,539	4,966	-	-
CFP Operational Income	-	-	-	-	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	171	-	171	1,074	-	-
Total Operating Revenue	<u>\$ 3,060</u>	<u>\$ -</u>	<u>\$ 3,060</u>	<u>\$ 6,384</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	113	-	113	226	-	-
Bookkeeping Fees	15	-	15	30	-	-
Employee Benefits Contributions - Admin	-	-	-	2	-	-
Office Expenses	47	-	47	-	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	124	-	-
Electricity	-	-	-	124	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	39	-	39	82	-	-
Ordinary Maintenance and Operations - Contract	160	-	160	119	-	-
Employee Benefits Contributions - Ordinary	276	-	276	690	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	-	-	-	5	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	13	-	-
Other General Expenses	1,925	-	1,925	-	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	(65)	-	(65)	5	-	-
Bad debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 2,509</u>	<u>\$ -</u>	<u>\$ 2,509</u>	<u>\$ 1,419</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 550</u>	<u>\$ -</u>	<u>\$ 550</u>	<u>\$ 4,965</u>	<u>\$ -</u>	<u>\$ -</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 10,050	\$ 13,206	\$ (3,156)	\$ 21,858	\$ 158,472	\$ 145,266
Tenant Revenue - Other	175	220	(45)	595	2,640	2,420
Total Tenant Revenue	\$ 10,225	\$ 13,426	\$ (3,201)	\$ 22,453	\$ 161,112	\$ 147,686
HUD PHA Operating Grants	99,048	128,637	(29,589)	151,455	1,165,891	1,037,254
CFP Operational Income	-	4,800	(4,800)	-	684,991	680,191
Fraud Recovery and Other	11,348	8,500	2,848	9,142	102,000	93,500
Total Operating Revenue	\$ 120,621	\$ 155,363	\$ (34,742)	\$ 183,050	\$ 2,113,994	\$ 1,958,631
Administrative Salaries	\$ 5,233	\$ 8,868	\$ (3,635)	\$ -	\$ 116,430	\$ 107,562
Auditing Fees	-	-	-	-	20,000	20,000
Management Fees	3,327	3,535	(208)	5,413	194,818	191,283
Bookkeeping Fees	443	470	(27)	721	5,640	5,170
Employee Benefits Contributions - Administrativ	2,582	2,332	250	4	28,752	26,420
Office Expenses	1,011	1,190	(179)	3,997	23,235	22,045
Legal Expense	(7,141)	100	(7,241)	-	500	400
Travel	-	-	-	-	1,900	1,900
Other	96	150	(54)	-	6,250	6,100
Tenant Services - Other	-	138	(138)	-	1,654	1,516
Water	4,966	3,136	1,830	6,494	42,560	39,424
Electricity	1,089	650	439	645	7,800	7,150
Gas	835	900	(65)	1,272	21,600	20,700
Other Utilities Expense	-	-	-	-	1,708	1,708
Ordinary Maintenance and Operations - Labor	4,097	7,552	(3,455)	3,919	95,120	87,568
Ordinary Maintenance and Operations - Material	5,609	8,600	(2,991)	4,812	104,000	95,400
Ordinary Maintenance and Operations - Contrac	57,447	14,302	43,145	23,483	173,374	159,072
Employee Benefits Contributions - Ordinary	7,030	7,276	(246)	18,689	87,654	80,378
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	2,192	2,225	(33)	549	28,930	26,705
Liability Insurance	787	435	352	318	5,649	5,214
Workers Compensation	-	-	-	-	-	-
All Other Insurance	85	386	(301)	341	4,631	4,245
Other General Expenses	12,221	5,363	6,858	550	161,266	155,903
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	316	720	(404)	1,446	7,066	6,346
Bad debt - Tenant Rents	-	1,320	(1,320)	-	15,847	14,527
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 102,227	\$ 69,648	\$ 32,579	\$ 72,651	\$ 1,156,384	\$ 1,086,736
Net Income (Loss)	\$ 18,394	\$ 85,715	\$ (67,321)	\$ 110,399	\$ 957,610	\$ 871,895

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 41,884	\$ 29,371	\$ 12,513	\$ 26,722	\$ 504,845	\$ 475,474
Bookkeeping Fees Income	443	470	(27)	721	5,643	5,173
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	26	6,347	(6,321)	200	236,164	229,817
Total Operating Revenue	\$ 42,353	\$ 36,188	\$ 6,165	\$ 27,643	\$ 746,652	\$ 710,464
Administrative Salaries	\$ 1,941	\$ 10,237	\$ (8,296)	\$ 8,393	\$ 225,339	\$ 215,102
Auditing Fees	-	-	-	-	5,000	5,000
Employee Benefits Contributions - Admin	4,455	1,553	2,902	3,920	26,466	24,913
Office Expenses	2,821	14,579	(11,758)	4,145	221,969	207,390
Legal	6,702	2,500	4,202	1,927	30,000	27,500
Travel	971	500	471	-	19,200	18,700
Other	1,102	200	902	4,149	32,400	32,200
Tenant Services - Other	-	-	-	-	-	-
Water	199	200	(1)	297	2,400	2,200
Electricity	1,123	1,100	23	1,078	13,100	12,000
Gas	85	10	75	80	4,395	4,385
Other Utilities Expense	-	60	(60)	54	720	660
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	2,294	150	2,144	-	1,800	1,650
Ordinary Maintenance and Operations - Contracts	10,168	3,860	6,308	1,675	63,750	59,890
Employee Benefits Contributions - Ordinary	-	-	-	-	-	-
Protective Services - Other Contract Costs	-	150	(150)	-	750	600
Property Insurance	334	469	(135)	396	6,412	5,943
Liability Insurance	78	79	(1)	276	1,105	1,026
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	2,945	3,987	(1,042)	22,153	42,669	38,682
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 35,219	\$ 39,634	\$ (4,415)	\$ 48,544	\$ 697,475	\$ 657,841
Net Income (Loss)	\$ 7,133	\$ (3,446)	\$ 10,579	\$ (20,901)	\$ 49,177	\$ 52,623

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 1,733,737	\$ 129,179	\$ 1,604,558	\$ 1,277,978	\$ 1,550,137	\$ 1,420,958
Other Revenue	40,129	-	40,129	17,669	-	-
Fraud Recovery and Olher	1,104	20,550	(19,446)	392	246,600	226,050
Total Operating Revenue	\$ 1,774,970	\$ 149,729	\$ 1,625,241	\$ 1,296,039	\$ 1,796,737	\$ 1,647,008
Administrative Salaries	\$ 70,516	\$ 62,101	\$ 8,415	\$ 61,418	\$ 821,934	\$ 759,833
Auditing Fees	-	-	-	-	29,000	29,000
Management Fees	38,557	25,835	12,722	21,309	310,027	284,192
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	25,283	19,795	5,488	21,801	241,854	222,059
Office Expenses	11,159	16,119	(4,960)	4,024	263,318	247,199
Legal Expense	-	-	-	-	-	-
Travel	-	-	-	-	2,950	2,950
Other	-	750	(750)	3,099	9,000	8,250
Tenant Services - Other	-	500	(500)	-	500	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	160	(160)	152	1,920	1,760
Ordinary Maintenance and Operations - Materiz	-	285	(285)	-	4,420	4,135
Ordinary Maintenance and Operations - Contra-	1,491	140	1,351	6,051	1,680	-
Protective services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	2,490	2,490	-	2,521	32,370	29,880
Workers Compensation	-	-	-	-	-	-
All Other Insurance	82	83	(1)	-	1,071	988
Other General Expenses	25,333	5,965	19,368	10,092	75,580	69,615
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	1,516,755	-	1,516,755	1,401,904	-	-
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ 1,691,666	\$ 134,223	\$ 1,557,443	\$ 1,532,372	\$ 1,795,624	\$ 1,661,401
Net Income (Loss)	\$ 83,304	\$ 15,506	\$ 67,798	\$ (236,332)	\$ 1,113	\$ (14,393)

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	45.00
1010-0000-111111 Chase Checking	203,192.41	793,836.82
1010-0000-112200 Accounts Receivable	1,286.00	1,286.00
1010-0000-112201 Allowance for Doubtful Accounts	-	-
1010-0000-112220 A/R Repayment Agreement	-	-
1010-0000-112500 Accounts Receivable HUD	(962.50)	-
1010-2010-112500 Accounts Receivable HUD	-	-
1010-0000-112954 Accounts Receivables-Misc	-	-
1010-0000-114500 Accrued Interest Receivable	-	-
1010-5005-115700 Intercompany	(174,998.19)	(317,151.88)
1010-0000-116201 Investments Savings	-	625,000.00
1010-0000-116202 Investments Savings - Unrestricted	-	8,497.46
1010-0000-121100 Prepaid Insurance	(1,622.19)	(895.82)
1010-0000-140000 Land	-	0.08
1010-0000-144000 Construction in Progress	-	-
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	-	(106,876.18)
1010-1010-148100 Accumulated Depreciation-Build	-	-
1010-1010-148300 Accumulated Depreciation-Equip	-	-
1010-0000-150300 Deferred Outflow - MERS	-	87,852.50
1010-0000-150301 Deferred Outflows-OPEB	-	2,557.93
TOTAL ASSETS	<u>26,895.53</u>	<u>1,230,361.75</u>
LIABILITIES		
1010-0000-200000 OPEB Liability	-	(33,919.00)
1010-0000-200300 Pension Liability	-	90,087.00
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	-	-
1010-0000-211343 Accounts Payable Misc	-	2,502.37
1010-0000-211400 Tenant Security Deposits	464.00	509.00
1010-0000-211999 Tenant Refunds	-	-
1010-0000-212000 Accrued Payroll	-	-
1010-0000-213400 Utility Accrual	-	-
1010-0000-213500 Accrued Comp Absences - Curr	-	-
1010-0000-213700 Payment in Lieu of Taxes	106.65	3,478.94
1010-0000-214000 Accrued Comp Absences - non curr	-	-
1010-0000-260600 Note Payable Non Curr - PNC	-	-
1010-0000-260601 Note Payable - Curr - PNC	-	-
1010-0000-210000 Deferred Inflow - MERS	-	(46,536.00)
1010-0000-210001 Deferred Inflows - OPEB	-	6,177.57
1010-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u>570.65</u>	<u>22,299.88</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	26,324.88	(4,045,035.05)
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>26,324.88</u>	<u>1,208,061.87</u>
TOTAL LIABILITES & EQUITY	<u>26,895.53</u>	<u>1,230,361.75</u>

Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for July 2024

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	7,641.00
1020-0000-111111 Chase Checking	19,736.64	346,769.63
1020-0000-112200 Accounts Receivable	(9,469.56)	14,396.79
1020-0000-112201 Allowance for Doubtful Accounts	9,308.65	6,922.02
1020-0000-112220 A/R Repayment Agreement	-	-
1020-0000-112500 Accounts Receivable HUD	(962.50)	-
1020-2010-112500 Accounts Receivable HUD	-	-
1020-0000-112954 Accounts Receivables-Misc	(8,115.00)	-
1020-0000-114500 Accrued Interest Receivable	-	-
1020-5005-115700 Intercompany	(59,811.44)	(140,318.65)
1020-0000-116201 Investments Savings	-	625,000.00
1020-0000-116202 Investments Savings - Unrestricted	7,845.65	16,343.10
1020-0000-121100 Prepaid Insurance	(2,499.54)	2,499.53
1020-0000-140000 Land	-	51,041.11
1020-0000-144000 Construction in Progress	-	-
1020-3000-144000 Construction in Progress	-	-
1020-0000-146000 Dwelling Structures	-	2,660,555.65
1020-1020-146000 Dwelling Structures	-	115,030.00
1020-0000-146500 Dwelling Equipment - Ranges &	-	169,890.90
1020-1020-146500 Dwelling Equipment - Ranges &	-	21,635.00
1020-0000-148100 Accumulated Depreciation-Build	-	(1,168,393.70)
1020-1020-148100 Accumulated Depreciation-Build	-	(74,903.01)
1020-1020-148300 Accumulated Depreciation-Equip	-	(14,084.99)
1020-0000-150300 Deferred Outflow - MERS	-	52,387.50
1020-0000-150301 Deferred Outflows-OPEB	-	4,569.56
TOTAL ASSETS	<u>(43,967.10)</u>	<u>2,696,981.44</u>
LIABILITIES		
1020-0000-200000 OPEB Liability	-	(41,943.00)
1020-0000-200300 Pension Liability	-	198,004.00
1020-0000-210000 Construction Costs Payabe	-	-
1020-0000-211100 Accounts Payable	-	-
1020-0000-211343 Accounts Payable Misc	-	58,713.71
1020-0000-211400 Tenant Security Deposits	(995.00)	6,646.00
1020-0000-211999 Tenant Refunds	-	1,536.70
1020-0000-211998 Deferred Income	-	-
1020-0000-212000 Accrued Payroll	-	2,517.64
1020-0000-213400 Utility Accrual	-	10,237.00
1020-0000-213500 Accrued Comp Absences - Curr	-	2,308.05
1020-0000-213700 Payment in Lieu of Taxes	41.91	2,248.29
1020-0000-214000 Accrued Comp Absences - non curr	-	13,078.95
1020-0000-260600 Note Payable Non Curr - PNC	-	-
1020-0000-260601 Note Payable - Curr - PNC	-	-
1020-0000-210000 Deferred Inflow - MERS	-	(231,921.00)
1020-0000-210001 Deferred Inflows - OPEB	-	11,036.09
1020-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u>(953.09)</u>	<u>32,462.43</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	(43,014.01)	4,942,700.28
1020-1020-282000 Income and Expense Clearing	-	(4,450,027.51)
1020-2010-282000 Income and Expense Clearing	-	(56.25)
1020-3000-282000 Income and Expense Clearing	-	3,942,019.59
TOTAL EQUITY	<u>(43,014.01)</u>	<u>2,664,519.01</u>
TOTAL LIABILITES & EQUITY	<u>(43,967.10)</u>	<u>2,696,981.44</u>

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	516.00
1080-0000-111111 Chase Checking	3,375.36	1,092,139.18
1080-0000-112200 Accounts Receivable	(10.34)	16,978.66
1080-0000-112201 Allowance for Doubtful Accounts	-	(1,698.90)
1080-0000-112220 A/R Repayment Agreement	-	-
1080-0000-112500 Accounts Receivable HUD	(962.50)	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	32,564.85	1,001.98
1080-0000-116201 Investments Savings	-	625,000.00
1080-0000-116202 Investments Savings - Unrestricted	-	8,497.46
1080-0000-121100 Prepaid Insurance	(201.96)	201.95
1080-0000-140000 Land	-	-
1080-0000-144000 Construction in Progress	-	-
1080-3000-144000 Construction in Progress	-	-
1080-0000-146000 Dwelling Structures	-	88,416.34
1080-1080-146000 Dwelling Structures	-	-
1080-0000-146500 Dwelling Equipment - Ranges &	-	53,362.24
1080-0000-148100 Accumulated Depreciation-Build	-	(121,956.10)
1080-1080-148100 Accumulated Depreciation-Build	-	-
1080-0000-150300 Deferred Outflow - MERS	-	99,190.50
1080-0000-150301 Deferred Outflows-OPEB	-	2,557.93
TOTAL ASSETS	<u>34,765.41</u>	<u>2,027,643.24</u>
LIABILITIES		
1080-0000-200000 OPEB Liability	-	(23,439.00)
1080-0000-200300 Pension Liability	-	198,004.00
1080-0000-210000 Construction Costs Payable	-	-
1080-0000-211100 Accounts Payable	-	-
1080-0000-211343 Accounts Payable Misc	-	5,759.51
1080-0000-211400 Tenant Security Deposits	-	516.00
1080-0000-211999 Tenant Refunds	-	25.00
1080-0000-211998 Deferred Income	-	-
1080-0000-212000 Accrued Payroll	-	-
1080-0000-213400 Utility Accrual	-	-
1080-0000-213500 Accrued Comp Absences - Curr	-	-
1080-0000-213700 Payment in Lieu of Taxes	232.40	6,250.05
1080-0000-214000 Accrued Comp Absences - non curr	-	-
1080-0000-260600 Note Payable Non Curr - PNC	-	-
1080-0000-260601 Note Payable - Curr - PNC	-	-
1080-0000-210000 Deferred Inflow - MERS	-	(212,661.00)
1080-0000-210001 Deferred Inflows - OPEB	-	6,177.57
TOTAL LIABILITIES	<u>232.40</u>	<u>(19,367.87)</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	34,533.01	7,565,761.27
1080-1080-282000 Income and Expense Clearing	-	(6,271,906.84)
1080-2010-282000 Income and Expense Clearing	-	(56.25)
1080-3000-282000 Income and Expense Clearing	-	1,923,165.97
TOTAL EQUITY	<u>34,533.01</u>	<u>2,047,011.11</u>
TOTAL LIABILITES & EQUITY	<u>34,765.41</u>	<u>2,027,643.24</u>

**Lansing Housing Commission
1090 South Washington Park
Balance Sheet for July 2024**

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	208.00
1090-0000-111111 Chase Checking	170.72	114,631.52
1090-0000-112000 Accounts Receivable - Operations	-	-
1090-0000-112200 Accounts Receivable	-	-
1090-0000-112201 Allowance for Doubtful Accounts	(45.79)	(45.79)
1090-0108-112201 Allowance for Doubtful Accounts	-	-
1090-0000-112220 A/R Repayment Agreement	-	-
1090-0000-112500 Accounts Receivable HUD	(962.50)	-
1090-2010-112500 Accounts Receivable HUD	-	-
1090-0000-114500 Accrued Interest Receivable	-	-
1090-5005-115700 Intercompany	1,323.05	158,454.08
1090-0000-116201 Investments Savings	-	625,000.00
1090-0000-116202 Investments Savings - Unrestricted	-	8,497.46
1090-0000-121100 Prepaid Insurance	-	-
1090-0000-140000 Land	-	-
1090-0000-144000 Construction in Progress	-	-
1090-3000-144000 Construction in Progress	-	-
1090-0000-146000 Dwelling Structures	-	41,992.72
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	-	(69,772.07)
1090-1090-148100 Accumulated Depreciation-Build	-	-
1090-0000-150300 Deferred Outflow - MERS	-	78,222.50
1090-0000-150301 Deferred Outflows-OPEB	-	4,236.33
TOTAL ASSETS	<u>485.48</u>	<u>1,033,684.65</u>
LIABILITIES		
1090-0000-200000 OPEB Liability	-	(37,864.00)
1090-0000-200300 Pension Liability	-	(1.00)
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	-	-
1090-0000-211343 Accounts Payable Misc	-	1,285.15
1090-0000-211400 Tenant Security Deposits	-	208.00
1090-0000-211999 Tenant Refunds	-	6.00
1090-0000-212000 Accrued Payroll	-	-
1090-0000-213400 Utility Accrual	-	-
1090-0000-213500 Accrued Comp Absences - Curr	-	-
1090-0000-213700 Payment in Lieu of Taxes	(65.00)	(859.61)
1090-0000-214000 Accrued Comp Absences - non curr	-	-
1090-0000-260600 Note Payable Non Curr - PNC	-	-
1090-0000-260601 Note Payable - Curr - PNC	-	-
1090-0000-210000 Deferred Inflow - MERS	-	102,808.00
1090-0000-210001 Deferred Inflow - OPEB	-	-
1090-0000-210001 Deferred Inflows - OPEB	-	10,196.73
TOTAL LIABILITIES	<u>(65.00)</u>	<u>75,779.27</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	550.48	(19,372.52)
1090-1090-282000 Income and Expense Clearing	-	(6,199,218.68)
1090-2010-282000 Income and Expense Clearing	-	(75.00)
1090-3000-282000 Income and Expense Clearing	-	4,040,687.14
TOTAL EQUITY	<u>550.48</u>	<u>957,905.38</u>
TOTAL LIABILITES & EQUITY	<u>485.48</u>	<u>1,033,684.65</u>

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	(16,779.35)	60,000.00
5005-0000-111111 Chase Checking	(531,539.05)	478,047.89
5005-0000-112200 Accounts Receivable	-	-
5005-0000-112500 Accounts Receivable HUD	-	-
5005-0000-112954 Accounts Receivables-Misc	-	-
5005-1010-115700 Intercompany	174,998.19	317,151.88
5005-1020-115700 Intercompany	59,811.44	140,318.65
5005-1080-115700 Intercompany	(32,564.85)	(1,001.98)
5005-1090-115700 Intercompany	(1,323.05)	(158,454.08)
5005-4001-115700 Intercompany	153,135.63	107,830.44
5005-4002-115700 Intercompany	20,485.73	202,754.79
5005-8001-115700 Intercompany	(20,523.31)	239,443.89
5005-8002-115700 Intercompany	197,541.99	180,674.04
5005-8005-115700 Intercompany	(1,316.99)	(4,710.06)
5005-8010-115700 Intercompany	(9,157.09)	218,483.74
5005-8020-115700 Intercompany	-	-
5005-8021-115700 Intercompany	(2,047.00)	18,517.18
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	(412.47)	412.47
5005-0000-121200 Prepaid - Other	-	-
5005-0000-140000 Land	-	218,731.39
5005-0000-144000 Construction in Progress	-	-
5005-0000-146000 Dwelling Structures	-	1,045,806.20
5005-0000-146500 Dwelling Equipment - Ranges &	-	214,542.19
5005-0000-148100 Accumulated Depreciation-Build	-	(958,425.36)
5005-0000-150102 Investment in OG	-	411,617.62
5005-0000-150300 Deferred Outflow - MERS	-	(109,305.00)
5005-0000-150301 Deferred Outflows-OPEB	-	-
TOTAL ASSETS	<u>(9,690.18)</u>	<u>2,622,435.89</u>
LIABILITIES		
5005-0000-200000 OPEB Liability	-	-
5005-0000-200300 Pension Liability	-	99,004.00
5005-0000-210000 Construction Costs Payabe	-	-
5005-0000-211100 Accounts Payable	-	-
5005-0000-211343 Accounts Payable Misc	-	10,459.41
5005-0000-211703 Union Dues Payable	(44.15)	(44.15)
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-211998 Deferred Income	-	-
5005-0000-212000 Accrued Payroll	(16,779.35)	2,738.80
5005-0000-213400 Utility Accrual	-	2,363.00
5005-0000-213500 Accrued Comp Absences - Curr	-	1,973.09
5005-0000-214000 Accrued Comp Absences - non curr	-	11,180.83
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	-	(149,785.00)
5005-0000-210001 Deferred Inflows - OPEB	-	-
5005-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u>(16,823.50)</u>	<u>(22,110.02)</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	7,133.32	2,512,779.51
5005-1010-282000 Income and Expense Clearing	-	(204,493.36)
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>7,133.32</u>	<u>2,644,545.91</u>
TOTAL LIABILITES & EQUITY	<u>(9,690.18)</u>	<u>2,622,435.89</u>

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
8001-0000-111111 Chase Checking	20,539.13	652,874.76
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	222,803.52	414,285.43
8001-0000-112200 Accounts Receivable	19,590.00	19,590.00
8002-0000-112200 Accounts Receivable	(38.00)	39.00
8002-8002-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	-
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	20,523.31	(239,443.89)
8002-5005-115700 Intercompany	(197,541.99)	(180,674.04)
8001-0000-121100 Prepaid Insurance	(2,572.25)	2,572.25
8001-2010-144000 Construction in Progress	-	-
8001-0000-146500 Dwelling Equipment - Ranges &	-	79,412.57
8001-0000-148100 Accumulated Depreciation-Build	-	(50,408.47)
8002-0000-148100 Accumulated Depreciation-Build	-	-
8001-0000-150300 Deferred Outflow - MERS	-	(174,570.00)
8001-0000-150301 Deferred Outflows-OPEB	-	4,025.25
TOTAL ASSETS	<u>83,303.72</u>	<u>527,702.86</u>
LIABILITIES		
8001-0000-200000 OPEB Liability	-	(28,143.00)
8001-0000-200300 Pension Liability	-	74,252.00
8001-0000-210000 Construction Costs Payabe	-	-
8001-0000-211100 Accounts Payable	-	-
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	-	-
8001-0000-211343 Accounts Payable Misc	-	28,309.24
8001-2010-211998 Deferred Income	-	-
8001-0000-212000 Accrued Payroll	-	18,332.15
8001-0000-213400 Utility Accrual	-	-
8001-0000-213500 Accrued Comp Absences - Curr	-	6,752.15
8001-0000-214000 Accrued Comp Absences - non curr	-	38,262.15
8001-0000-210000 Deferred Inflow - MERS	-	(13,403.00)
8001-0000-210001 Deferred Inflows - OPEB	-	9,716.04
8001-0000-270000 Deferred Inflows	-	-
TOTAL LIABILITIES	<u>-</u>	<u>134,077.73</u>
EQUITY		
8001-0000-280500 Unrestricted Net Assets	-	(311,896.99)
8001-0000-282000 Income and Expense Clearing	58,080.19	475,040.65
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	25,223.53	100,869,326.30
8002-8002-282000 Income and Expense Clearing	-	(101,245,032.91)
TOTAL EQUITY	<u>83,303.72</u>	<u>393,625.13</u>
TOTAL LIABILITES & EQUITY	<u>83,303.72</u>	<u>527,702.86</u>



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

August 28, 2024

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

July 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. There were 3 new COP's signed during the month of July. We now have a total of 20 participants.

HCV Orientations:

LHC issued zero (0) vouchers in the month of July.

One (1) VASH orientation was held for the month of July 2024, and two (2) vouchers were issued with the assistance of community partners. There are currently an additional twelve (12) vouchers issued and out searching or pending inspection and five (5) application in process.

Waiting List:

Zero (0) applications were mailed out in the month of July. Zero (0) households are out searching for units in the regular HCV Program, zero (0) applicants are pending documentation or final approval, seven (7) units are approved pending inspection and/or pending lease-up.

Department Initiatives:

In the HCV Program, there are currently 2,083 vouchers housed in all its programs. 58 participants are with the Shelter Plus Care Program (S+C), 57 are housed under the Permanent Supportive Housing Program (PSH), 20 are housed under the Emergency

Housing Voucher Program (EHV), 141 are housed under the HUD-Veterans Affairs Supportive Housing (VASH), 31 at Waverly Place, 35 are housed at Hildebrandt Park, 35 at LaRoy Froh, 7 are housed at Woodward Way, 31 are housed under the Holy Cross Permanent Supportive Housing (HCP SH), 209 housed under Section 18, 27 housed at Oliver Gardens (OG) and 1,433 are housed under the Housing Choice Voucher Program.

Voucher Utilization

May Voucher Program Total Units	2229
May Traditional HCV Utilization	1971
May % Utilized Units	88%

July Voucher Program Total Units	2229
July Traditional HCV Utilization	1917
July % Utilized Units	86%

Voucher Disbursement

HUD May HAP Disbursement	\$1,350,141
LHC May HAP/UAP Disbursement	\$1,403,464
% Voucher Funding Utilization	104%

HUD July HAP Disbursement	\$1,262,769
LHC July HAP/UAP Disbursement	\$1,446,745
% Voucher Funding Utilization	115%
HUD Held Reserves as of May 2024	\$1,386,872

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 2025. 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 2025.

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 July 31, 2024, the reporting rate is 98%. 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 98%. 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 86%. 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, 20 slots/households or (54%) are enrolled. SEMAP certification requires the LHC to report the status of enrollment for the FSS program.

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

FSS Enrollment

PIC Scoring	Internal Scoring
N/A	5

Currently, 50% of the FSS participants enrolled in the program have 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 7/31/2024.



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August 28, 2024

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
 419 Cherry St.
 Lansing Michigan 48933

SUBJECT:
July 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 89% at the end of July. LHC Unit Months Leased (UML) was 59 in July. There were one (1) household moved in, two (2) residents moved out, and one (1) unit transferred.

There are a total of 2 open work orders at the end of July.

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
Public Housing	66	59	89%	1	2	1	0
Totals	66	59	89%	1	2	1	0

RENT COLLECTION:

Site	Rent Charged	Receivables
Public Housing	\$ 8,817.00	\$ 31,942.10
Totals	\$ 8,817.00	\$ 31,942.10

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
1908 Hoyt Ave	2	7-18-24				
1932 Hoyt	2	4-12-24	110			applications sent out
2117 Forest	2	4-15-24	108			applications sent out
2125 Forest	2	12-8-23	240			Applications sent out
2147 Forest	2	2-21-24	180			applications sent out
2155 Forest	2	7-29-24				