



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

## Agenda

Lansing Housing Commission

October 23, 2024

1. Call to Order
  - a. Roll Call
  - b. Approval of Minutes of August 28, 2024
2. Public Comment – limit 3 minutes per person
3. Action Items:
4. Informational Items:
  - a. Finance Report September 2024 Steven Raiche
  - b. Housing Choice Voucher September 2024 Jennifer Burnette
  - c. LIPH Asset Management Report September 2024 Karen Chase
5. Deputy Director Comments
6. Executive Director's Comments
7. President's Comments
8. Adjournment.



## Minutes of August 28, 2024

Commissioner Henry called the meeting to order at 5:37 p.m. Mr. Fleming called the roll.

**PRESENT AT ROLL CALL:** Commissioners Emma Henry, Loria Hall, Heather Taylor, Don Sober, Ashlee Barker, absent with notice.

### STAFF:

Doug Fleming	Kim Shirey
Steve Raiche	Karen Chase
Jennifer Burnette	Victor Verchereau

### Guests: None

Commissioner Hall motioned and Commissioner Taylor seconded a motion to approve the minutes of the June 26, 2024, commission meeting. **The Motion was approved by all members present.**

### President's Comments:

Commissioner (Moose) Sober's term for the board has expired. This will be his last board meeting. We must have a resident commissioner on the board. Commissioner Sober has moved to Oliver Gardens. Oliver Gardens is not considered part of public housing so unfortunately, Commissioner Sober cannot be reappointed to the board. I want to take a moment to recognize your service to the Lansing Housing Commission. I have gotten to know you over the last 5 years and can see you work tirelessly to advocate for the residents. Thank you. Commissioner Hall wanted to say it was nice working with Commissioner Sober. Commissioner Sober was presented with a certificate of appreciation.

I would also like to introduce Bryan Jones. He will be replacing Commissioner Sober on the board. Bryan, tell us about yourself and why do you want to serve on the board.

Bryan grew up in Lansing. He has a passion for real estate. It was an unfortunate incident that brought Bryan to us, but it turned out well. Bryan is working for KMG which is a management company.

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

### Action Items:

- **Resolution 1374** – SEMAP Certification. Annually we must submit our SEMAP Certification to HUD. We have done that this year and received a score of 140 which put us as a high performer again this year. For those that don't know SEMP stands for section eight management assessment program. There are different indicators that we are graded on and some we do self-certifications, and some are certified by the information that is submitted to HUD. Things such as our annual certifications being done timely, our HQS being done timely. The self-certifications are from are we pulling off the waiting list appropriately these are all audited thoroughly to verify these things are done and of course we have to keep documentation. Each indicator is rated. We are looking for approval.

Commissioner Hall motioned Commissioner Taylor seconded to approve the SEMAP as presented. **Motion was approved by all members present.**

- **Resolution 1375** – Utility Allowance study. Annually we have a study that is done for your utility allowances that are assigned to participants that have utilities that are assigned to them. Each year Nelrod completes the study. They have completed the study and there are very minimal changes. The changes fluctuate up or down a dollar or two for each of the categories. If participants pay their utilities this helps off set their utilities.

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

## Informational Items:

### Finance Report July 2024

- Since we last met, we have had our year end come and go. We are in a lull period. Our auditors are coming out the day after Labor Day. They will start their audit. We are anxious to get into that. We are curious how that is going to turn out.
- We did get some eleventh-hour developer fees from three different locations (RAD projects) in the last couple of days of June that increased our development fee income by \$900,000.

- We have put in our year end accruals in. BDO has reviewed our information and made sure we are still qualified for our asset management fees, property management, and bookkeeping fees.
- As of right now, we did a fair job I think last fiscal year and are just waiting for the third-party confirmation. We are excited we have some auditors coming to our location for the first time in several years. I will remind you that we did change the auditors this year. We want to offer you the opportunity to meet the auditors on Monday evening, September 9<sup>th</sup>, if the board can come. Please let us know in the next couple of days. The new auditors go all over the US to audit. They focus on specifically PHA's. We are looking forward to meeting them. Smith Marion is the new audit company.

### Housing Choice Voucher July 2024

Jennifer Burnette provided a brief overview of the July 2024 Housing Choice Voucher Reports

- One of the things I have been super excited about is the Family Self Sufficiency program (FSS) or what we call the HCV Advantage program. We have been partnering with Capital Area Housing Partnership since February and we have three new contracts of participation that were signed in the month of July. As of now we have 10. It may not sound like a lot, but it is huge. We now have a total of 20 participants. We are getting closer to the mandatory amount we need to have. Working with the team at CAHP has been wonderful. I am sending over new applications to them almost daily. CHAP is reaching out to those applicants and explaining to them about the program.
- The FSS is the Family Self Sufficiency program where participants can get involved. They can get sit down with someone that doesn't need assessment and figure out what barriers exist in their life that are keeping them from becoming self-sufficient. It could be anything from education, transportation, substance abuse, domestic violence, or childcare. It could be any array of things that are a barrier in their life. They will get help to pair them up with resources in the community that will help them to remove the barriers in their life. It is a 5-year program. They will sit down with a counselor that does a 5-year plan for them. It helps them plan out a road map to help them plan what steps they plan to take 5 years to get from where they are to where they want to be. The nice thing about the program is that there is an escrow account attached to it. So as their earned income increases money goes into an account for them and when they graduate from the program successfully, they get that money to do anything they want with it, and it is also tax free. We have had people get checks for much as \$32,000 before. It is not a home buyer program, but several participants have goals to buy a house and use that



money for a down payment. Another goal is they become self-sufficient and will no longer need the voucher so it could be used for someone else. There is no negative correlation with the program. People have that fear that they will have to give up their voucher.

- Question – what is the mandatory number and why is it so hard to get participants? The mandatory number is 37 and the reason for getting participants is I don't have a definitive answer. I believe it is because they are afraid to lose their voucher and the time of 5 years to commit to the program and just misunderstanding of how the program works.
- For HCV we had zero orientations in the month of July. We had one VASH orientation that was held in the month of July. Two vouchers were issued with the assistance of community partners. There are an additional 12 vouchers issued and are out searching or pending inspection and 5 applications in process.
- For the applications processing of the waiting list, we have processed zero applications in the month of July. We have zero households that are out searching, zero applicants are pending, and seven are approved pending inspection.
- The reason that you'll see here a lot of those zeros right now is in an effort to avoid a potential shortfall with funding. HUD's recommendation was that we cease pulling off our waiting list, so that is why you are seeing those zeros. We hope to have additional information on that in the upcoming months, and we will be able to start pulling from our waiting list again but we don't anticipate it before the end of the year.

## Asset Management Report July 2024

### Public Housing (PH), Scattered

- Public Housing currently has 66 units left in public housing. Fifty-nine of them are occupied, which is an occupancy rate of 89% at the end of July. There was one (1) move in, two (2) move outs, and one (1) transfer.
- There are two open work orders at the end of July.
- I did get about a 30% response on the applications I sent out. We are processing the applications and next month's report will be a lot better.

### Deputy Director Comments:

- Our PSH and PSH2 programs that I had informed the board earlier a couple of months ago that were ending at the end of this month due to lack of continuum of care renewing their funding. I am happy to report that all participants that are in that program are going to be continued to be housed in other programs, whether it's our HCV program or they're going to be moved to one of our other PSH program openings. That will take effect here on September 1<sup>st</sup>. We were actually able to offer seven regular HCV vouchers to participants who have reached a stability that they don't need that day-to-day case management. The other remaining 13 still need that intensive case management so they're going funding in our other PSH program to cover that. I finally got the Coc that LHC can't continue to administer these grants without them stepping up to the table and trying to figure out how to come up with some dollars for either the match, the supportive services, or whatever they can bring. I am happy to report that Community Mental Health did finally step up. They reviewed some of their records they were able to give us a commitment of a large chunk of that required 25% match for clients they were already serving.
- We have also put pressure on the City of Lansing to step up to the table and provide us with some money that we hope to use to support the supportive services to continue services needed for all these individuals. We have a meeting with them on the week of the 9<sup>th</sup>. We finally got them to commit to come to the table to us. We proposed that they at least provide us with we started with at least \$50,000, this is HRCS. We let them know it is time to come to the table and help with this very vulnerable population.
- Our staff has asked for more volunteer opportunities, and we had several staff that volunteered at the Brothers Against Drugs Event. We received a thank you from the event organizers. We brought out a tent and gave away socks that CAHP had from another project. We gave away Bomba socks that they had. So, we gave away socks, fidget spinners, pencils, stickers, bubbles and just a bunch of little fun stuff.

### Executive Directors Comments: Development Activities

- Stadium North grand opening on September 18<sup>th</sup>.
- I was in front of the planning and development today for a pilot. We have gone to the city council for a 5% pilot. We have a 10% pilot right now for our project across the street Riverview 220, and our other project, our 4% deal Grand Vista down the street, but we went in to ask for a 5% pilot. We are asking to change because of the 15% rate



increase by the Board of Water and light. Energy is a big proportion of your operating costs every year.

- We did approve a Williamson senior building that fell through for a variety of reasons for this tax credit round we're now looking at maybe April submitting that. So, we won't hear much more about that because things weren't going to come together fast enough to put a tax credit app in.
- Capital National is where we have a lot of our development money from SK. I think we have \$8 or \$9 million with them. We have asked them to provide us with funding letters for both of the two projects, for both the construction loan and the permanent loan. The construction loan is about \$14 million dollars. The permanent loan is \$6 million. They have provided us with some letters that we are submitting to HUD as part of our funding. We are still looking at self-funding. We will bring it back to board if that happens. But as right now we are submitting to HUD with Capital National doing the funding. We can always switch even after submitting that finance plan.
- The 5-year strategic plan, I think most of you have already talked with those folks. They are now crunching numbers. We gave them some projections on a lot of different areas. They are putting that all together and then they will come back to us and kind of put together both a financial and a kind of mission view of what we would look like in the next 5 years. One big part of that will be how much money we will have what we look like in terms of where our funding is coming from because we are transitioning more to development and less through operating funds and HUD capital funds. So that is coming soon.
- Office improvement – we are looking to do the parking lot here. We bought the corner lot, and we got the trees out of there now. We currently have an architect designing a garage that will go into that corner. Because of the floodplain and some other limitations, we cannot attach the garage to the building. It came out when we did engineering study.
- Today through Vic, the Lansing Police Department put out an email through their community service, as a part of their deal through their social work arm of the police department they have a stock of diapers so when they run into families that have a police intervention and they see that there is a need, they provide food and a bunch of other stuff like diapers. They made a reach out to the community and so we donated \$500 worth of diapers to them today. They told us they thought it was about a 6-month supply.

- I am meeting with the land bank tomorrow; they received a series of funds through the legislature that they were not expecting about \$10 million dollars. It was originally going to go the city, but because the city did not manage the last funds the legislature gave them wisely the legislature decided to give the money to the county because they thought the county would be better stewards of the money than the city. They might want to do some development with them.
- I met with Dr Parker today from Eastside Community Action Center. They do a great thing. It's very similar to the FSS program, but it is run by his Eastside group himself. They do a rent to own program. They bring people in, they do intensive counseling with them, and they work towards getting that person self-sufficient ultimately to them being able to buy the house that they put them in to rent. It's a pretty cool program. They have done 3 or 4 houses in the last couple of years. He is trying to ramp that up. I have helped him with energy saving vendors when they are doing rehabs. We are just building a relationship with them. We are trying to find a way to help them out.
- We have a large group of staff that are going to Boyne Mountain for the Michigan NAHRO conference in two weeks. We sponsored the maintenance tech part for that. They are going to have an NSPIRE trainer and when the guys get done with that, they will be NSPIRE certified. It is a new HUD inspection.
- We do have a HUD visit coming to LHC. A Principal Deputy Secretary Rich Monaco. We were asked to host him. It is an honor to be chosen. The date has changed from September 12<sup>th</sup> but has changed. I don't have the exact date, but when I find out I will let you know. He would like to meet with myself, the staff and board and visit a couple of the sites.
- We had an incident at Capital City Apartments last Thursday. We had a resident pull down one of our fire suppression heads and flooded the building. It was on the fourth floor, so it went all the way down and flooded everybody below them. It was a bad situation. I will say this, and I was texting the mayor on Saturday that this was a textbook of how the management company, an ownership group, third party vendor and the city worked together in the best interests of the residents to minimize the impact because it was a mess. The worst part was the water came down the wall with the electrical in it. The city wanted us to replace all the breakers each unit. That was a \$40,000 bill just to replace those breakers. We had to order the 30-amp breakers that were not available around here. So, from Thursday to Saturday afternoon, we had an electrician working with the city. We replaced those breakers on Saturday and the residents got back in. We provided housing for the residents Friday night.





**Other Items:** None

**Other Activities:**

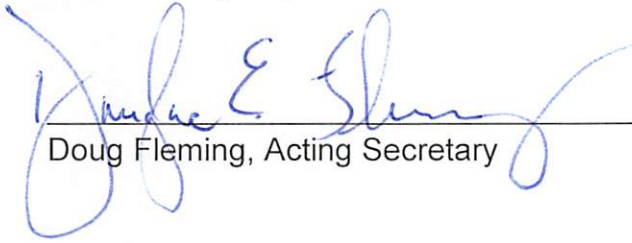
**Other Business:**

**Adjournment:** The meeting was adjourned at 7:02 p.m.



Emma Henry Board Chair

Date 10/23/2024



Doug Fleming, Acting Secretary

Date 10-23-2024



Lansing Housing Commission  
Summary Results for September FY2025

Description	LIPH Total	COCC	HCV Admin	HCV	BA	CCPM
<b>REVENUE:</b>						
Total Revenue Variance - Fav (Unfav)	1,847	8,004	(12,477)	52,840	(151,752)	72,920
Tenant Revenue Variance	(2,635)	-	-	-	770	-
HUD Revenue Variance	31,979	697	(11,731)	52,133	-	-
Capital Fund Income	(28,800)	-	-	-	-	-
Other Income	1,303	7,307	(746)	707	(152,522)	72,920
Other	-	-	-	-	-	-
Budgeted Revenue	179,363	73,229	149,728	1,550,330	307,000	155,248
% Variance fav (unfav)	1%	11%	-8%	3%	-49%	47%
<b>EXPENSES:</b>						
Total Expense Variance Unfav (Fav)	27,820	26,542	30,864	(36,916)	(5,159)	(13,993)
Salary Expenses	16,606	100	(2,807)	-	-	(16,561)
Employee Benefit Expenses	7,758	7,927	2,381	-	-	(2,262)
Utilities	(1,971)	239	-	-	-	77
Write-offs	10,407	-	-	-	-	-
Legal	1,232	560	-	-	-	-
Professional Services	(8,598)	(705)	(3,726)	-	(2,225)	(479)
Admin Services	-	9,979	-	-	(9,275)	1,202
Insurance	2,745	(216)	5,610	-	(575)	-
Sundry/Postage/Office Supplies	(173)	5,957	(1,585)	-	-	-
Management Fee	74	-	(2,347)	-	7,507	-
HAP Expense	-	-	-	(36,916)	-	-
Inspections	(103)	-	(750)	-	-	-
Pilot	(1,108)	-	-	-	-	-
Maintenance Costs	(8,744)	(105)	(250)	-	-	(100)
Technology/Software/Hardware	12,422	3,931	33,345	-	(368)	1,029
Other	(2,728)	(1,126)	993	0	(223)	3,102
Budgeted Expense	96,552	51,230	134,287	1,550,000	68,671	35,553
% Variance fav (unfav)	-29%	-52%	-23%	2%	8%	39%
Gain(Loss) on Sale of Assets	-	-	-	-	-	-
<b>Curr</b> Mo. Actual Net Income (Loss)	\$ 56,838	\$ 3,461	\$ (27,900)	\$ 90,086	\$ 91,736	\$ 87,610
<b>YTD</b> Actual Net Income (Loss) Net of CWIP	\$ 226,013	\$ 21,010	\$ 145,383	\$ 33,809	\$ 195,872	\$ 7,535
Prior YR YTD Net Income (Loss)	\$ 253,235	\$ (10,897)	\$ 46,913	\$ (442,557)	\$ 443,822	\$ (33,978)
<b>Cash Balance - September 2024</b>	<b>\$ 2,657,590</b>	<b>\$ 748,004</b>	<b>\$ 511,907</b>	<b>\$ 539,157</b>	<b>\$ 2,735,126</b>	
<b>Cash Balance - June 2024</b>	<b>\$ 2,120,902</b>	<b>\$ 1,009,587</b>	<b>\$ 632,336</b>	<b>\$ 191,482</b>	<b>\$ 3,003,976</b>	
<b>Cash Balance - June 2023</b>	<b>\$ 4,812,080</b>	<b>\$ 1,059,438</b>	<b>\$ 881,797</b>	<b>\$ 69,454</b>	<b>\$ 1,702,596</b>	
<b>Cash Balance - June 2022</b>	<b>\$ 3,753,514</b>	<b>\$ 1,818,776</b>	<b>\$ 1,086,641</b>	<b>\$ 552,118</b>	<b>\$ 739,046</b>	
<b>Cash Balance - June 2021</b>	<b>\$ 1,916,110</b>	<b>\$ 1,350,385</b>	<b>\$ 1,119,729</b>	<b>\$ 465,867</b>	<b>\$ 393,609</b>	

Lansing Housing Commission  
Summary Results YTD for September FY2025

Description	LIPH Total	COCC	HCV Admin	HCV	BA	CCPM
<b>REVENUE:</b>						
Total Revenue Variance - Fav (Unfav)	(35,291)	44,795	312,731	97,221	(135,905)	654
Tenant Revenue Variance	(10,137)	-	-	-	2,310	-
HUD Revenue Variance	1,753	37,436	273,911	95,216	-	-
Capital Fund Income	(34,550)	-	-	-	-	-
Other Income	7,643	7,359	38,821	2,005	(138,215)	654
<b>Other</b>	-	-	-	-	-	-
Budgeted Revenue	490,089	139,688	299,456	4,650,990	417,000	108,750
% Variance fav (unfav)	-7%	32%	104%	2%	-33%	1%
<b>EXPENSES:</b>						
Total Expense Variance Unfav (Fav)	(2,355)	26,495	198,296	64,402	(48,368)	(9,829)
Salary Expenses	15,963	(63)	53,186	-	-	(16,295)
Employee Benefit Expenses	3,750	10,949	24,877	-	-	2,635
Utilities	(1,494)	414	-	-	(25)	77
Write-offs	16,395	-	-	-	-	-
Legal	(5,462)	(3,043)	-	-	-	-
Professional Services	(19,921)	2,348	10,069	-	(7,075)	(1,472)
Admin Services	-	10,302	-	-	(44,670)	-
Insurance	2,782	(636)	8,100	-	(526)	-
Sundry/Postage/Office Supplies	11,396	8,587	7,394	-	(3,604)	1,883
Management Fee	(342)	-	54,782	-	7,507	-
HAP Expense	-	-	-	64,402	-	-
Pilot	(2,505)	-	-	-	-	-
Inspections	(1,313)	-	(1,500)	-	-	-
Maintenance Costs	(23,679)	(5,624)	2,460	-	-	4,583
Technology/Software/Hardware	12,325	(1,198)	35,939	-	(3,604)	1,293
Other	(10,251)	4,458	2,989	-	3,628	(2,533)
Budgeted Expense	231,141	136,979	268,509	4,650,000	133,592	111,699
% Variance fav (unfav)	1%	-19%	-74%	-1%	36%	9%
Gain(Loss) on Sale of Assets	-	-	-	-	-	-
YTD Actual Net Income (Loss) Net of CWIP	\$ 226,013	\$ 21,010	\$ 145,383	\$ 33,809	\$ 195,872	\$ 7,535
YTD Budgeted Net Income (Loss)	\$ 258,948	\$ 2,709	\$ 30,947	\$ 990	\$ 283,408	\$ (2,949)
Prior YR YTD Net Income (Loss)	\$ 253,235	\$ (10,897)	\$ 46,913	\$ (442,557)	\$ 443,822	\$ (33,978)

**September Ratios**

<b>HCV Ratios</b>		<b>Prior Months</b>	
Number of Vouchers Used	2,264	08/24	\$ 743.11
HCV 8002 Expenses	\$ 1,510,813.96	07/24	\$ 670.21
<b>Average Cost Per Voucher</b>	<b>\$ 667.32</b>	06/24	\$ 707.91

<b>LIPH Ratios</b>			<b>Prior Months</b>	
	<b>Sep 2024 Total</b>	<b>PY Sep Total</b>		
<b>Year-to-Date Occupancy Rate</b>				
YTD Average Number of Units Leased	64	96	08/24	89.4%
Number of Possible Units	66	101	07/24	89.4%
<b>Year-to-Date Occupancy Rate</b>	<b>97.0%</b>	<b>95.0%</b>	06/24	89.4%
<b>Average Revenue Per Occupied Unit</b>			08/24	\$ 2,592.66
Total LIPH Revenue	\$ 181,210.09	\$ 181,502.31	07/24	\$ 2,044.42
<b>Average Revenue Per Occupied Unit</b>	<b>\$ 2,831.41</b>	<b>\$ 1,257.89</b>	06/24	\$ 3,318.19
<b>Average Tenant Revenue Per Occupied Unit</b>			08/24	\$ 150.16
Total Tenant Revenue	\$ 10,571.12	\$ 24,287.00	07/24	\$ 170.34
<b>Average Tenant Revenue Per Occupied Unit</b>	<b>\$ 165.17</b>	<b>\$ 252.99</b>	06/24	\$ 168.59
<b>Average Cost Per Occupied Unit</b>			08/24	\$ 884.85
YTD Average Monthly Expenses	\$ 76,261.75	\$ 77,069.66	07/24	\$ 1,732.65
<b>Average Cost Per Occupied Unit</b>	<b>\$ 1,191.59</b>	<b>\$ 802.81</b>	06/24	\$ 1,173.45

<b>Company Ratios</b>			
	<b>LIPH</b>	<b>COCC</b>	<b>HCV Admin</b>
<b>Operating Reserves</b>			
Bank Account Balance	\$ 2,657,589.51	\$ 748,003.68	\$ 511,907.20
YTD Expenses	\$ 228,785.24	\$ 163,473.32	\$ 466,804.84
Number of Months	3	3	3
<b>Average Monthly Expenses</b>	<b>\$ 76,261.75</b>	<b>\$ 54,491.11</b>	<b>\$ 155,601.61</b>
<b>Number of Months of Operating Reserves (would like to have 4 months of operating reserves)</b>	<b>34.85</b>	<b>13.73</b>	<b>3.29</b>
<b>Prior Months</b>			
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 September 30, 2024

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 3,262	\$ -	\$ 3,262	\$ 17,408	\$ -	\$ -
Tenant Revenue - Other	25	-	25	230	-	-
Total Tenant Revenue	<u>\$ 3,287</u>	<u>\$ -</u>	<u>\$ 3,287</u>	<u>\$ 17,638</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	85,464	-	85,464	40,262	-	-
CFP Operational Income	963	-	963	6,550	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	3,555	-	3,555	7,380	-	-
Total Operating Revenue	<u>\$ 93,268</u>	<u>\$ -</u>	<u>\$ 93,268</u>	<u>\$ 71,830</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	339	-	339	2,143	-	-
Bookkeeping Fees	45	-	45	286	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	109	-	109	14,663	-	-
Legal	-	-	-	73	-	-
Travel	-	-	-	648	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	87	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	290	-	290	21,183	-	-
Ordinary Maintenance and Operations - Contracts	390	-	390	4,887	-	-
Employee Benefits Contributions - Ordinary	563	-	563	2,472	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	520	-	520	703	-	-
Liability Insurance	206	-	206	238	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	143	-	-
Other General Expenses	6,550	-	6,550	7,182	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	326	-	326	1,554	-	-
Bad debt - Tenant Rents	(7)	-	(7)	(1,785)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 9,331</u>	<u>\$ -</u>	<u>\$ 9,331</u>	<u>\$ 54,477</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 83,937</u>	<u>\$ -</u>	<u>\$ 83,937</u>	<u>\$ 4,098</u>	<u>\$ -</u>	<u>\$ -</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**Hildebrandt**  
**For the Period Ending September 30, 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	\$ 20,800	\$ 39,618	\$ (18,818)	\$ 30,436	\$ 158,472	\$ 118,854
Tenant Revenue - Other	989	660	329	805	2,640	1,980
Total Tenant Revenue	<u>\$ 21,789</u>	<u>\$ 40,278</u>	<u>\$ (18,489)</u>	<u>\$ 31,241</u>	<u>\$ 161,112</u>	<u>\$ 120,834</u>
HUD PHA Operating Grants	175,985	385,911	(209,926)	136,654	1,165,891	779,980
CFP Operational Income	963	38,400	(37,438)	805,134	684,991	646,591
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	17,027	25,500	(8,473)	4,585	102,000	76,500
Total Operating Revenue	<u>\$ 215,764</u>	<u>\$ 490,089</u>	<u>\$ (274,325)</u>	<u>\$ 977,615</u>	<u>\$ 2,113,994</u>	<u>\$ 1,623,905</u>
Administrative Salaries	\$ 26,121	\$ 26,604	\$ (483)	\$ -	\$ 116,430	\$ 89,826
Auditing Fees	-	-	-	-	20,000	20,000
Management Fees	8,739	10,605	(1,866)	10,488	194,818	184,213
Bookkeeping Fees	1,163	1,410	(247)	1,395	5,640	4,230
Employee Benefits Contributions - Admin	6,847	6,996	(149)	3	28,752	21,756
Office Expenses	4,533	7,670	(3,137)	3,585	23,235	15,565
Legal	(5,686)	200	(5,886)	70	500	300
Travel	160	500	(340)	1,083	1,900	1,400
Other	(819)	1,650	(2,469)	26	6,250	4,600
Tenant Services - Other	-	414	(414)	-	1,654	1,240
Water	9,921	11,648	(1,727)	13,056	42,560	30,912
Electricity	2,544	1,950	594	2,242	7,800	5,850
Gas	2,139	2,500	(361)	2,438	21,600	19,100
Other Utilities Expense	-	-	-	-	1,708	1,708
Ordinary Maintenance and Operations - Labor	13,046	22,656	(9,610)	8,137	95,120	72,464
Ordinary Maintenance and Operations - Materia	10,791	25,800	(15,009)	8,656	104,000	78,200
Ordinary Maintenance and Operations - Contrac	29,454	41,406	(11,952)	53,985	173,374	131,968
Employee Benefits Contributions - Ordinary	18,093	21,828	(3,735)	8,129	87,654	65,826
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	5,430	6,898	(1,468)	3,421	28,930	22,032
Liability Insurance	1,975	1,348	627	1,158	5,649	4,301
Workers Compensation	-	-	-	-	-	-
All Other Insurance	3,651	1,158	2,493	364	4,631	3,473
Other General Expenses	8,210	42,589	(34,379)	9,120	161,266	118,677
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	(1,390)	1,956	(3,346)	1,270	7,066	5,110
Bad debt - Tenant Rents	20,100	3,960	16,140	-	15,847	11,887
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 165,022</u>	<u>\$ 241,746</u>	<u>\$ (76,724)</u>	<u>\$ 128,625</u>	<u>\$ 1,156,384</u>	<u>\$ 914,638</u>
Net Income (Loss)	<u>\$ 50,742</u>	<u>\$ 248,343</u>	<u>\$ (197,601)</u>	<u>\$ 848,990</u>	<u>\$ 957,610</u>	<u>\$ 709,267</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**LaRoy Froh**  
**For the Period Ending September 30, 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	\$ 7,460	\$ -	\$ 7,460	\$ 21,852	\$ -	\$ -
Tenant Revenue - Other	427	-	427	400	-	-
Total Tenant Revenue	<u>\$ 7,887</u>	<u>\$ -</u>	<u>\$ 7,887</u>	<u>\$ 22,252</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	115,599	-	115,599	174,047	-	-
CFP Operational Income	963	-	963	6,550	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	3,292	-	3,292	6,889	-	-
Total Operating Revenue	<u>\$ 127,741</u>	<u>\$ -</u>	<u>\$ 127,741</u>	<u>\$ 209,738</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	846	-	846	2,874	-	-
Bookkeeping Fees	114	-	114	384	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	52	-	52	587	-	-
Legal	424	-	424	-	-	-
Travel	-	-	-	-	-	-
Other	45	-	45	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	100	-	-
Electricity	-	-	-	181	-	-
Gas	-	-	-	271	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Materia	393	-	393	8,473	-	-
Ordinary Maintenance and Operations - Contrac	865	-	865	10,935	-	-
Employee Benefits Contributions - Ordinary	1,385	-	1,385	4,495	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	245	-	245	766	-	-
Liability Insurance	159	-	159	286	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	200	-	-
Other General Expenses	6,550	-	6,550	6,550	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	710	-	710	2,129	-	-
Bad debt - Tenant Rents	355	-	355	(9)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 12,142</u>	<u>\$ -</u>	<u>\$ 12,142</u>	<u>\$ 38,223</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 115,598</u>	<u>\$ -</u>	<u>\$ 115,598</u>	<u>\$ 171,515</u>	<u>\$ -</u>	<u>\$ -</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**South Washington Park**  
**For the Period Ending September 30, 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	\$ (2,042)	\$ -	\$ (2,042)	\$ 882	\$ -	\$ -
Tenant Revenue - Other	-	-	-	150	-	-
Total Tenant Revenue	<u>\$ (2,042)</u>	<u>\$ -</u>	<u>\$ (2,042)</u>	<u>\$ 1,032</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	10,616	-	10,616	13,696	-	-
CFP Operational Income	963	-	963	6,550	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	847	-	847	3,432	-	-
Total Operating Revenue	<u>\$ 10,384</u>	<u>\$ -</u>	<u>\$ 10,384</u>	<u>\$ 24,710</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	339	-	339	678	-	-
Bookkeeping Fees	45	-	45	90	-	-
Employee Benefits Contributions - Admin	4	-	4	3	-	-
Office Expenses	47	-	47	894	-	-
Legal	-	-	-	38	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	124	-	-
Electricity	-	-	-	124	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Materia	1,318	-	1,318	436	-	-
Ordinary Maintenance and Operations - Contrac	322	-	322	481	-	-
Employee Benefits Contributions - Ordinary	556	-	556	482	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	-	-	-	11	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	26	-	-
Other General Expenses	6,550	-	6,550	6,550	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	(195)	-	(195)	53	-	-
Bad debt - Tenant Rents	(92)	-	(92)	(105)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 8,893</u>	<u>\$ -</u>	<u>\$ 8,893</u>	<u>\$ 9,885</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 1,491</u>	<u>\$ -</u>	<u>\$ 1,491</u>	<u>\$ 14,826</u>	<u>\$ -</u>	<u>\$ -</u>



Lansing Housing Commission  
Budget vs. Actual  
AMP Consolidated  
For the Period Ending September 30, 2024

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 29,481	\$ 39,618	\$ (10,137)	\$ 70,578	\$ 158,472	\$ 118,854
Tenant Revenue - Other	1,441	660	781	1,585	2,640	1,980
Total Tenant Revenue	<u>\$ 30,922</u>	<u>\$ 40,278</u>	<u>\$ (9,356)</u>	<u>\$ 72,163</u>	<u>\$ 161,112</u>	<u>\$ 120,834</u>
HUD PHA Operating Grants	387,664	385,911	1,753	364,659	1,165,891	779,980
CFP Operational Income	3,850	38,400	(34,550)	824,784	684,991	646,591
Fraud Recovery and Other	24,720	25,500	(780)	22,286	102,000	76,500
Total Operating Revenue	<u>\$ 447,156</u>	<u>\$ 490,089</u>	<u>\$ (42,933)</u>	<u>\$ 1,283,893</u>	<u>\$ 2,113,994</u>	<u>\$ 1,623,905</u>
Administrative Salaries	\$ 26,121	\$ 26,604	\$ (483)	\$ -	\$ 116,430	\$ 89,826
Auditing Fees	-	-	-	-	20,000	20,000
Management Fees	10,263	10,605	(342)	16,183	194,818	184,213
Bookkeeping Fees	1,367	1,410	(43)	2,155	5,640	4,230
Employee Benefits Contributions - Administrative	6,851	6,996	(145)	6	28,752	21,756
Office Expenses	4,741	7,670	(2,929)	19,729	23,235	15,565
Legal Expense	(5,262)	200	(5,462)	181	500	300
Travel	160	500	(340)	1,731	1,900	1,400
Other	(774)	1,650	(2,424)	26	6,250	4,600
Tenant Services - Other	-	414	(414)	-	1,654	1,240
Water	9,921	11,648	(1,727)	13,280	42,560	30,912
Electricity	2,544	1,950	594	2,547	7,800	5,850
Gas	2,139	2,500	(361)	2,796	21,600	19,100
Other Utilities Expense	-	-	-	-	1,708	1,708
Ordinary Maintenance and Operations - Labor	13,046	22,656	(9,610)	8,137	95,120	72,464
Ordinary Maintenance and Operations - Material	12,792	25,800	(13,008)	38,748	104,000	78,200
Ordinary Maintenance and Operations - Contract	31,030	41,406	(10,376)	70,288	173,374	131,968
Employee Benefits Contributions - Ordinary	20,597	21,828	(1,231)	15,578	87,654	65,826
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	6,195	6,898	(703)	4,890	28,930	22,032
Liability Insurance	2,341	1,348	993	1,693	5,649	4,301
Workers Compensation	-	-	-	-	-	-
All Other Insurance	3,651	1,158	2,493	733	4,631	3,473
Other General Expenses	27,860	42,589	(14,729)	29,402	161,266	118,677
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	(549)	1,956	(2,505)	5,006	7,066	5,110
Bad debt - Tenant Rents	20,357	3,960	16,397	(1,899)	15,847	11,887
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 195,388</u>	<u>\$ 241,746</u>	<u>\$ (46,358)</u>	<u>\$ 231,210</u>	<u>\$ 1,156,384</u>	<u>\$ 914,638</u>
Net Income (Loss)	<u>\$ 251,768</u>	<u>\$ 248,343</u>	<u>\$ 3,425</u>	<u>\$ 1,052,683</u>	<u>\$ 957,610</u>	<u>\$ 709,267</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**COCC**  
**For the Period Ending September 30, 2024**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 116,716	\$ 88,113	\$ 28,603	\$ 109,012	\$ 504,845	\$ 416,732
Bookkeeping Fees Income	1,367	1,410	(43)	2,155	5,643	4,233
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	12,746	19,041	(6,295)	17,374	236,164	217,123
<b>Total Operating Revenue</b>	<b>\$ 130,829</b>	<b>\$ 108,564</b>	<b>\$ 22,265</b>	<b>\$ 128,541</b>	<b>\$ 746,652</b>	<b>\$ 638,088</b>
Administrative Salaries	\$ 30,649	\$ 30,711	\$ (62)	\$ 41,231	\$ 225,339	\$ 194,628
Auditing Fees	-	-	-	-	5,000	5,000
Employee Benefits Contributions - Admin	8,579	4,659	3,920	10,048	26,466	21,807
Office Expenses	32,511	50,773	(18,262)	34,296	221,969	171,196
Legal	4,457	7,500	(3,043)	4,294	30,000	22,500
Travel	5,945	1,500	4,445	4,420	19,200	17,700
Other	9,245	600	8,645	5,897	32,400	31,800
Tenant Services - Other	-	-	-	442	-	-
Water	593	600	(7)	548	2,400	1,800
Electricity	3,903	3,300	603	3,399	13,100	9,800
Gas	195	30	165	157	4,395	4,365
Other Utilities Expense	22	180	(158)	55	720	540
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	2,313	450	1,863	-	1,800	1,350
Ordinary Maintenance and Operations - Contracts	10,073	17,720	(7,647)	6,705	63,750	46,030
Employee Benefits Contributions - Ordinary	-	-	-	-	-	-
Protective Services - Other Contract Costs	-	150	(150)	150	750	600
Property Insurance	1,002	1,407	(405)	1,186	6,412	5,005
Liability Insurance	202	237	(35)	631	1,105	868
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	53,782	11,749	42,033	25,979	42,669	30,920
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 163,473</b>	<b>\$ 131,566</b>	<b>\$ 31,907</b>	<b>\$ 139,438</b>	<b>\$ 697,475</b>	<b>\$ 565,909</b>
<b>Net Income (Loss)</b>	<b>\$ (32,645)</b>	<b>\$ (23,002)</b>	<b>\$ (9,643)</b>	<b>\$ (10,897)</b>	<b>\$ 49,177</b>	<b>\$ 72,179</b>

**Lansing Housing Commission  
Budget vs. Actual  
Housing Choice Voucher  
For the Period Ending September 30, 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	\$ 5,277,483	\$ 387,535	\$ 4,889,948	\$ 4,092,233	\$ 1,550,137	\$ 1,162,602
Other Revenue	79,836	-	79,836	53,315	-	-
Fraud Recovery and Other	3,080	61,650	(58,570)	2,284	246,600	184,950
<b>Total Operating Revenue</b>	<b>\$ 5,360,399</b>	<b>\$ 449,185</b>	<b>\$ 4,911,214</b>	<b>\$ 4,147,832</b>	<b>\$ 1,796,737</b>	<b>\$ 1,347,552</b>
Administrative Salaries	\$ 177,639	\$ 186,739	\$ (9,100)	\$ 171,856	\$ 821,934	\$ 635,195
Auditing Fees	-	-	-	-	29,000	29,000
Management Fees	106,453	77,505	28,948	92,829	310,027	232,522
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	65,083	59,418	5,665	54,990	241,854	182,436
Office Expenses	70,595	89,372	(18,777)	81,797	263,318	173,946
Legal Expense	-	-	-	-	-	-
Travel	3,317	2,200	1,117	1,464	2,950	750
Other	-	2,250	(2,250)	22,081	9,000	6,750
Tenant Services - Other	-	500	(500)	-	500	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	198	480	(282)	154	1,920	1,440
Ordinary Maintenance and Operations - Materie	164	855	(691)	1,431	4,420	3,565
Ordinary Maintenance and Operations - Contra	3,318	420	2,898	11,731	1,680	-
Protective services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	6,080	7,719	(1,639)	7,533	32,370	24,651
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,279	249	7,030	82	1,071	822
Other General Expenses	21,999	21,895	104	25,038	75,580	53,685
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	4,714,402	-	4,714,402	4,072,490	-	-
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 5,176,527</b>	<b>\$ 449,602</b>	<b>\$ 4,726,925</b>	<b>\$ 4,543,477</b>	<b>\$ 1,795,624</b>	<b>\$ 1,346,022</b>
<b>Net Income (Loss)</b>	<b>\$ 183,871</b>	<b>\$ (417)</b>	<b>\$ 184,288</b>	<b>\$ (395,645)</b>	<b>\$ 1,113</b>	<b>\$ 1,530</b>

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

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
1010-0000-111102 Cash-Security Deposits	-	45.00
1010-0000-111111 Chase Checking	305,250.15	1,075,003.71
1010-0000-112200 Accounts Receivable	826.00	826.00
1010-0000-112201 Allowance for Doubtful Accounts	(82.60)	(82.60)
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	(277,995.43)	(478,370.73)
1010-0000-116201 Investments Savings	-	625,000.00
1010-0000-116202 Investments Savings - Unrestricted	-	8,497.46
1010-0000-121100 Prepaid Insurance	-	(1,259.01)
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	-	4,616.00
1010-0000-150301 Deferred Outflows-OPEB	-	2,545.00
<b>TOTAL ASSETS</b>	<u><u>27,998.12</u></u>	<u><u>1,266,154.57</u></u>
<b>LIABILITIES</b>		
1010-0000-200000 OPEB Liability	-	(23,439.00)
1010-0000-200300 Pension Liability	-	90,091.00
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	(276.96)	-
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	-	45.00
1010-0000-211999 Tenant Refunds	10.00	10.00
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	112.80	3,698.44
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	-	(75,355.00)
1010-0000-210001 Deferred Inflows - OPEB	-	6,140.00
1010-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<u><u>(154.16)</u></u>	<u><u>1,190.44</u></u>
<b>EQUITY</b>		
1010-0000-280100 Invest C	-	2,433,904.00
1010-0000-280500 Unrestricted Net Assets	-	801,692.03
1010-0000-282000 Income and Expense Clearing	28,152.28	(3,988,132.79)
1010-0003-282000 Income and Expense Clearing	-	(77.99)
1010-1010-282000 Income and Expense Clearing	-	(320.14)
1010-1010-282000 Income and Expense Clearing	-	(72,265.80)
1010-2010-282000 Income and Expense Clearing	-	(75.00)
1010-3000-282000 Income and Expense Clearing	-	2,090,239.82
<b>TOTAL EQUITY</b>	<u><u>28,152.28</u></u>	<u><u>1,264,964.13</u></u>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<u><u>27,998.12</u></u>	<u><u>1,266,154.57</u></u>

**Lansing Housing Commission**  
**1020 Hildebrandt Park**  
**Balance Sheet for September 2024**

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
1020-0000-111102 Cash-Security Deposits	-	7,641.00
1020-0000-111111 Chase Checking	5,196.18	214,355.25
1020-0000-112200 Accounts Receivable	(11,725.22)	5,953.04
1020-0000-112201 Allowance for Doubtful Accounts	1,172.53	(595.30)
1020-0000-112220 A/R Repayment Agreement	-	-
1020-0000-112500 Accounts Receivable HUD	-	-
1020-2010-112500 Accounts Receivable HUD	-	-
1020-0000-112954 Accounts Receivables-Misc	-	-
1020-0000-114500 Accrued Interest Receivable	-	-
1020-5005-115700 Intercompany	7,667.33	130,963.68
1020-0000-116201 Investments Savings	-	625,000.00
1020-0000-116202 Investments Savings - Unrestricted	-	24,214.35
1020-0000-121100 Prepaid Insurance	8,901.65	8,901.64
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	-	10,144.00
1020-0000-150301 Deferred Outflows-OPEB	-	4,553.00
<b>TOTAL ASSETS</b>	<u><b>11,212.47</b></u>	<u><b>2,791,901.62</b></u>
<b>LIABILITIES</b>		
1020-0000-200000 OPEB Liability	-	(41,943.00)
1020-0000-200300 Pension Liability	-	198,003.00
1020-0000-210000 Construction Costs Payable	-	-
1020-0000-211100 Accounts Payable	(7,250.51)	-
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	(42.00)	8,558.00
1020-0000-211999 Tenant Refunds	322.96	2,055.70
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	(726.42)	(207.78)
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	-	(165,614.00)
1020-0000-210001 Deferred Inflows - OPEB	-	10,987.00
1020-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<u><b>(7,695.97)</b></u>	<u><b>39,980.56</b></u>
<b>EQUITY</b>		
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	18,908.44	5,030,102.33
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
<b>TOTAL EQUITY</b>	<u><b>18,908.44</b></u>	<u><b>2,751,921.06</b></u>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<u><b>11,212.47</b></u>	<u><b>2,791,901.62</b></u>

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

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
1080-0000-111102 Cash-Security Deposits	-	516.00
1080-0000-111111 Chase Checking	1,024.52	1,094,469.06
1080-0000-112200 Accounts Receivable	32.87	19,038.57
1080-0000-112201 Allowance for Doubtful Accounts	(153.60)	(2,054.17)
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	36,821.05	207,630.86
1080-0000-116201 Investments Savings	-	625,000.00
1080-0000-116202 Investments Savings - Unrestricted	-	8,497.46
1080-0000-121100 Prepaid Insurance	-	(0.01)
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	-	10,144.00
1080-0000-150301 Deferred Outflows-OPEB	-	2,545.00
<b>TOTAL ASSETS</b>	<u><b>37,724.84</b></u>	<u><b>2,149,045.25</b></u>
<b>LIABILITIES</b>		
1080-0000-200000 OPEB Liability	-	(23,439.00)
1080-0000-200300 Pension Liability	-	198,003.00
1080-0000-210000 Construction Costs Payable	-	-
1080-0000-211100 Accounts Payable	(259.41)	-
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	-	516.00
1080-0000-211999 Tenant Refunds	-	-
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	265.84	6,702.80
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	-	(165,615.00)
1080-0000-210001 Deferred Inflows - OPEB	-	6,140.00
<b>TOTAL LIABILITIES</b>	<u><b>6.43</b></u>	<u><b>22,307.80</b></u>
<b>EQUITY</b>		
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	37,718.41	7,645,487.61
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
<b>TOTAL EQUITY</b>	<u><b>37,718.41</b></u>	<u><b>2,126,737.45</b></u>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<u><b>37,724.84</b></u>	<u><b>2,149,045.25</b></u>

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

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
1090-0000-111102 Cash-Security Deposits	-	208.00
1090-0000-111111 Chase Checking	375.78	273,761.49
1090-0000-112000 Accounts Receivable - Operations	-	-
1090-0000-112200 Accounts Receivable	-	-
1090-0000-112201 Allowance for Doubtful Accounts	-	-
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	(2,721.35)	(27,635.34)
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	-	-
1090-0000-150301 Deferred Outflows-OPEB	-	4,286.00
<b>TOTAL ASSETS</b>	<u><b>(2,345.57)</b></u>	<u><b>928,598.16</b></u>
<b>LIABILITIES</b>		
1090-0000-200000 OPEB Liability	-	(39,477.00)
1090-0000-200300 Pension Liability	-	-
1090-0000-210000 Construction Costs Payabe	-	-
1090-0000-211100 Accounts Payable	(94.39)	-
1090-0000-211343 Accounts Payable Misc	-	-
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)	(1,063.35)
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	-	-
1090-0000-210001 Deferred Inflow - OPEB	-	-
1090-0000-210001 Deferred Inflows - OPEB	-	10,341.00
<b>TOTAL LIABILITIES</b>	<u><b>(159.39)</b></u>	<u><b>(29,985.35)</b></u>
<b>EQUITY</b>		
1090-0000-280100 Invest C	-	3,083,846.00
1090-0000-280500 Unrestricted Net Assets	-	52,038.44
1090-0000-282000 Income and Expense Clearing	(2,186.18)	(18,694.39)
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
<b>TOTAL EQUITY</b>	<u><b>(2,186.18)</b></u>	<u><b>958,583.51</b></u>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<u><b>(2,345.57)</b></u>	<u><b>928,598.16</b></u>

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

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	10,792.73	70,792.73
5005-0000-111111 Chase Checking	(662,818.90)	748,003.68
5005-0000-112200 Accounts Receivable	-	-
5005-0000-112500 Accounts Receivable HUD	-	-
5005-0000-112954 Accounts Receivables-Misc	-	-
5005-1010-115700 Intercompany	277,995.43	478,370.73
5005-1020-115700 Intercompany	(7,667.33)	(130,963.68)
5005-1080-115700 Intercompany	(36,821.05)	(207,630.86)
5005-1090-115700 Intercompany	2,721.35	27,635.34
5005-4001-115700 Intercompany	169,260.93	(161,578.96)
5005-4002-115700 Intercompany	25,279.36	269,805.38
5005-8001-115700 Intercompany	62,357.14	274,115.84
5005-8002-115700 Intercompany	132,027.21	296,960.51
5005-8005-115700 Intercompany	3,939.69	2,625.54
5005-8010-115700 Intercompany	(18,893.15)	139,030.77
5005-8020-115700 Intercompany	-	-
5005-8021-115700 Intercompany	(10,578.00)	(9,618.00)
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	1,448.58	2,443.58
5005-0000-121200 Prepaid - Other	-	-
5005-0000-140000 Land	-	218,731.39
5005-0000-144000 Construction in Progress	-	4,900.00
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	-	5,072.00
5005-0000-150301 Deferred Outflows-OPEB	-	-
<b>TOTAL ASSETS</b>	<u><b>(50,956.01)</b></u>	<u><b>2,742,236.64</b></u>
<b>LIABILITIES</b>		
5005-0000-200000 OPEB Liability	-	-
5005-0000-200300 Pension Liability	-	99,003.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	(718.43)	-
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	(44.15)	(132.45)
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-211998 Deferred Income	-	-
5005-0000-212000 Accrued Payroll	-	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	-	(82,807.00)
5005-0000-210001 Deferred Inflows - OPEB	-	-
5005-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<u><b>(762.58)</b></u>	<u><b>34,319.27</b></u>
<b>EQUITY</b>		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	327,576.00
5005-0000-282000 Income and Expense Clearing	(50,193.43)	2,576,150.97
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)
<b>TOTAL EQUITY</b>	<u><b>(50,193.43)</b></u>	<u><b>2,707,917.37</b></u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>(50,956.01)</b></u>	<u><b>2,742,236.64</b></u>



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

	Period Amount	Balance
<b>ASSETS</b>		
8001-0000-111111 Chase Checking	19,794.32	511,907.20
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	222,113.52	539,157.08
8001-0000-112200 Accounts Receivable	-	19,590.00
8002-0000-112200 Accounts Receivable	-	(38.00)
8002-8002-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	-
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	(62,357.14)	(274,115.84)
8002-5005-115700 Intercompany	(132,027.21)	(296,960.51)
8001-0000-121100 Prepaid Insurance	6,353.31	6,353.31
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	-	3,804.00
8001-0000-150301 Deferred Outflows-OPEB	-	4,018.00
<b>TOTAL ASSETS</b>	<b>53,876.80</b>	<b>542,719.34</b>
<b>LIABILITIES</b>		
8001-0000-200000 OPEB Liability	-	(37,009.00)
8001-0000-200300 Pension Liability	-	74,251.00
8001-0000-210000 Construction Costs Payabe	-	-
8001-0000-211100 Accounts Payable	(12,989.66)	-
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	-	-
8001-0000-211343 Accounts Payable Misc	-	-
8001-2010-211998 Deferred Income	-	-
8001-0000-212000 Accrued Payroll	-	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	-	(62,106.00)
8001-0000-210001 Deferred Inflows - OPEB	-	9,695.00
8001-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(12,989.66)</b>	<b>48,177.45</b>
<b>EQUITY</b>		
8001-0000-280500 Unrestricted Net Assets	-	(311,928.86)
8001-0000-282000 Income and Expense Clearing	(23,219.85)	417,418.33
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	-	453,876.00
8002-0000-282000 Income and Expense Clearing	90,086.31	101,027,974.25
8002-8002-282000 Income and Expense Clearing	-	(101,245,032.91)
<b>TOTAL EQUITY</b>	<b>66,866.46</b>	<b>494,541.89</b>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<b>53,876.80</b>	<b>542,719.34</b>

October 23, 2024

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**

**September 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 8 new COPs signed during the month of September. We now have a total of 28 participants.

**HCV Orientations:**

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

One (1) VASH orientation was held for the month of September 2024, and two (2) vouchers were issued with the assistance of community partners. There are currently an additional three (3) vouchers issued and out searching or pending inspection and two (2) applications in process.

**Waiting List:**

Zero (0) applications were mailed out in the month of September. Zero (0) households are out searching for units in the regular HCV Program, zero (0) applicants are pending documentation or final approval, three (3) units are approved pending inspection and/or pending lease-up.

**Department Initiatives:**

In the HCV Program, there are currently 2,081 vouchers housed in all its programs. 58 participants are with the Shelter Plus Care Program (S+C), 68 are housed under the Permanent Supportive Housing Program (PSH), 20 are housed under the Emergency

Housing Voucher Program (EHV), 150 are housed under the HUD-Veterans Affairs Supportive Housing (VASH), 32 at Waverly Place, 32 are housed at Hildebrandt Park, 29 at LaRoy Froh, 7 are housed at Woodward Way, 10 are housed under the Holy Cross Permanent Supportive Housing (HCP SH), 211 housed under Section 18, 23 housed at Oliver Gardens (OG), 10 are housed at Stadium North (SN) and 1,431 are housed under the Housing Choice Voucher Program.

**Voucher Utilization**

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

September Voucher Program Total Units	2229
September Traditional HCV Utilization	1945
September % Utilized Units	87%

**Voucher Disbursement**

HUD July HAP Disbursement	\$1,262,769
LHC July HAP/UAP Disbursement	\$1,446,745
% Voucher Funding Utilization	115%

HUD September HAP Disbursement	\$1,272,428
LHC September HAP/UAP Disbursement	\$1,460,940
% 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 50<sup>th</sup> percentile. The current payment standards have received Board approval. This indicator is not scored by PIC but is based on an internal

review. As of this reporting period, LHC records indicate a five (5) out of a possible five (5) points will be received.

PIC Scoring	Internal Scoring
N/A	5

### Indicator 9- Annual Reexamination

This indicator is used to determine if LHC has completed a reexamination for each participating family at least every 12 months. As of September 30, 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 87%. 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, 28 slots/households or (76%) are enrolled, 43% of the FSS participants enrolled in the program have progress report/escrow accounts. The maximum allowable points are ten (10) points. 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 eight (8) of 10 points.

FSS Enrollment

PIC Scoring	Internal Scoring
N/A	5

Participants w/ Escrows

PIC Scoring	Internal Scoring
N/A	5

\*Please note all PIC data is as of 9/30/2024.



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**October 23, 2024**

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**  
**September 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 94% at the end of July. LHC Unit Months Leased (UML) was 62 in September. There was one (1) household moved in, two (2) residents moved out, and zero (0) unit transferred.

There are a total of 1 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	62	94%	1	2	0	0
<b>Totals</b>	<b>66</b>	<b>62</b>	<b>94%</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>



**RENT COLLECTION:**

Site	Rent Charged	Receivables
Public Housing	\$ 10,908.00	\$ 25,249.04
<b>Totals</b>	<b>\$ 10,908.00</b>	<b>\$ 25,249.04</b>

**PH Scattered Sites Vacant Unit Status:**

Address	BR	Vacate Date	Total Days Vacant	Projected Ready Date	Unit turn Cost	Comments*Details needed for Vacancies over 30 days
1908 Hoyt Ave	2	7-18-24	60			Have applicant
2115 Forest	2	8-29-24	30			Have applicant
1914 Hoyt	2	9-16-24				Have applicant
1924 Hoyt	2	9-16-24				Have applicant