

## Minutes of April 23, 2025

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

**PRESENT AT ROLL CALL:** Commissioners Emma Henry, Heather Taylor, Bryan Jones, Ashlee Barker, Loria Hall.

**STAFF:**

Doug Fleming	Kim Shirey
Steve Raiche	Jennifer Burnette
Karen Chase	Victor Verchereau
Carla Ringo	Toivo Hinamanu

**Guests: None**

Commissioner Hall motioned and Commissioner Taylor seconded a motion to approve the minutes of April 23, 2025. **The Motion was approved by all members present.**

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

**Action Items:**

**Finance Report March 2025**

- In looking at some year-to-date numbers as we look at budgeting for next year. Our expenses this year are running a little high, I was looking into it a little bit. We are \$675,00 higher than we had budgeted. \$610,000 of that is in three-line items and they are all related to our employee, the benefits, compensation, and training so I think we are comfortable with that. I think they are concrete decisions that we made as an organization. As you recall, we put \$400,000 into a pension fund earlier this year. We have made a significant investment in what we, you know, the efforts we are making to train our people, and we have rewarded the people who have worked hard for us. So, I am comfortable with those numbers. I just wanted to point them out, so you guys have a bigger picture understanding of like where some of our profitability is being put. And I think it's consistent with the message that we hear from the management team that we are going to continue to invest in our people.



## Housing Choice Voucher March 2025

Jennifer Burnette provided a brief overview of the March 2025 Housing Choice Voucher Reports

- In the month of March, we had one orientation for the HCV program.
- Our numbers are consistently staying the same due to our current funding issue. When I ran the numbers this month, they did go down by about six participants, which we expect because we're not really adding new people.
- We were at a regional NARO meeting last week and the legislative update is that there's nothing that anybody knows anything right now. They're still struggling. There's some budget reconciliation that's supposed to be coming out that'll tell us more about next year but for this year there's probably not going to be any, well there won't be any change for this year so we're going to kind of operate the same way through at least October until we see what they are going to be doing for the next year. HUD's just struggling with how many people they are going to have, how many people are staying, how many are going, other programs that are getting cut or frozen. I don't think anything's gotten cut, but everything's getting frozen. So right now, I think it's just business as usual for the next four or five months until we see what comes out in this next budget.

## Asset Management Report March 2025

### Public Housing (PH), Scattered

- Public Housing currently has 60 units left in public housing. Fifty-seven of them are occupied, which is an occupancy rate of 95% at the end of March There were zero move in, one (1) move outs, and zero (0) transfer.
- Receivables are in really good shape.
- There are thirty-one open work orders at the end of March.

### Long Range Planning– Doug Fleming

- We had a staff meeting a couple weeks ago and as we had told you, the part of the process was that we would take the five areas that we had agreed to last month and write draft vision statements on them for each one of those areas so the staff did do that



we broke up into different areas and people that are responsible for that so that everybody got their own vision statement we did tell them that this is a draft that the board has the final say and tweak this any way that they want. We did some tweaking so that is what you have in front of you are the five different areas and proposed draft vision statement language for each one of them the next step after we complete this process if we get through all five tonight or we can do three or whatever we end up doing. Then the staff will come back and develop objectives underneath these visions to meet these goals that are being set by you guys. And we told the staff that this is the first part of their work. The second part is going to be very specific. That will be measurable objectives that we can hold them accountable for, that their pay and their status and everything at the company will be measured on that going forward, which is standard once you start developing objectives.

#### **Victor Verchereau - Member Services**

- Thank you so much for giving me a minute to bring us up to date on resident services. I am excited to tell you I've been working in the last year and a half with an individual to try to see if we can incorporate his work and expertise and his passion into our organization. We have got a kind of pilot program that we're working with, but I'm proud of him and I want to introduce him to you. His name is Toivo. He has an effervescent personality and a beautiful smile, and he has a commitment to really helping us in a lot of different ways. His major focus will be on employment skills for residents and employment overall for residents. We're trying to get started up at Waverly Place because we don't have a lot of programming up there right now. And so that's kind of where I've asked him to focus his attention on.
- I am excited about the launch that's happening at Waverly Place. We have cooperated and got a handshake with an organization called Elite Focus. They kind of blew me away with their launch, which is kind of exciting to exceed expectations like that. We had, it sure felt like hundreds, but there were dozens and dozens of kids that came to a Friday, Good Friday Easter egg hunt. In that event, Mr. Fleming was gracious enough to allow us to grab some hot dogs for them and some chips so we had some things that we could offer for the moms and dads and the kids. But also, I did not know this, but they literally brought prizes that were incredible. And they put everything in what they referred to as golden eggs. They were tickets in a golden eggs. And so, there were two 65-inch screen TV sets. There were three 50-inch screen TV sets and three 35-inch television sets. They were, in addition to that, household kitchen items like blenders and

appliance kinds of things that they gave away. It was amazing. I just was like; I had no idea they were going to do that. They had bikes as well. And then on top of that, there are a lot of goodies for the kids. So, the ones that didn't walk away with a big prize, they still walked away with a big smile. So, we were grateful for that. And you can see we just had.

- LeRoy Froh, Hildebrandt, and Waverly Place, are family-oriented facilities because of the configuration of our apartments. So, we've had a lot of fun. This is Elite's focus. Their big specialty, though, is getting ahold of kids, helping them into after school programs and getting them good at their homework and schoolwork.
- So, the whole plan is to hook the kids in and then really get them excited, motivated, and focused on some of their schoolwork.
- I think we get them on the road to some really big dreams. And that's really what I get excited about. So, with that in mind, other resident services programs, we continue to have some very strong programming from our organization that we're partnering with GAPS at LeRoy Froh. They have a free store going on, a monthly program that is happening there for parents to come in and grow with the five pillars that we have to help them grow in their world.
- During the class for mom and dad, they're out learning, having crafts and different stuff. And then when they come back, they have a dinner that's been donated. And then after dinner, they get to go to what we call, free residential or retail store. So, they get to go in some new stuff, some used stuff all loved and put together and treated with what I want to say respect for people that come through to get to get their goods there and often almost every time there's a basket of goodies.
- Because we have a gym down there at LaRoy Froh we've had some wonderful things going on down there in the gym, GAPS wants to expand their activities and programming to beyond the one big night that they have so looking at classes and other programs and so we're working on that over at Hildebrandt.
- I've got a handshake out with Mr. Yang. It's Joseph Yang who is the executive director of the Boys and Girls Club of Lansing. We have that one beautiful facility that's well funded, well organized Mr. Yang and I have talked about the dream of having a second club north.
- We've got the Waverly Place things that are going on that Elite Focus is operating in South Lansing right now. They're out of Detroit because they have a bigger financial footing and strong footing. They're up here because they have some resources to build,

and what we're hoping is that we can help them with access to our facilities. Toivo and I were there on Monday night cleaning up the computer lab that we have over there.

- Mr. Fleming has helped me a little bit with trying to get Head Start figured out. I am not speaking negatively about Head Start. I just am frustrated. I think they're frustrated too because I think they have some either leadership or funding issues or challenges they're going through right now. I hope it all works out. But I think we agree that that's fine.
- I do not want to wait for our services for our children so that's why I am like either let's bring it on um and get activities for Head Start going again in those programs if not that's okay I've got Elite Focus and the Boys and Girls Clubs. I also have other organizations that can use our multi-million-dollar properties to serve the community so we will see how that goes. I will keep you posted on that.
- We took Mr. Yang and one of his staff people on a tour of our properties, Waverly and Hildebrandt. And the lady that was with him was with Lansing Housing. And I think my numbers are right. 25 years ago, when they built the Head Start programs and the computer labs and everything that went into our original properties, in those three properties, when they went in, she ended up in tears because it was it was coming home and she reminded me that they had been flown to Washington for an award for the Head Start programming that was done all those years ago. I love that program because it's not daycare, it's developing kids, and that's where my passion is, even though there's many daycare needs and issues. Yeah, were they all functioning Head Starts until construction happened, or did they stop previously? Combination of covid and construction happened at the same time.
- I'm going to send Dr. Nobles a nice email tomorrow or Friday that says, look, we have these literally, as Vic said, million-dollar facilities that we're holding for you. If you're not going to use them, we're going to move on to the other groups that he's indicated and use that space for other purposes and not sit there and hold it just for you. I love the programs because they not only helped our residents, but they also were in the neighborhood. I mean, you didn't have to live at Waverly Place to go to Head Start there. Yeah, it was a community thing for us to be able to reach out into those areas in the different parts of the city. So hopefully we'll get it resolved.
- CATA reached out to us. Now again, many of us know how these work without making any judgment. Sometimes you have funds that are available and have to use them or lose them and kind of get that figured out. CATA came forward to Mr. Fleming and had a meeting and we have again another handshake. They have funding for vehicles that

can be used for disability, transportation, and seniors and the property that fits nicely into, if you will, would be our Capital City property.

- The transit station includes an actual vehicle that they will buy for us. What we're still resolving is their driver our driver how that will work, you know that kind of stuff how often it'll be available But we've had issues in the past and not issues in a negative way but issues where residents have called in seniors and they needed medicine or they needed particularly during snowstorms and that kind of stuff the cold weather or whatever they you know our food maybe down the grocery store they got their disability people.
- One thing I do want to point out is that both vans, as a point of clarification, will be handicap-accessible vans.
- We're hopeful for operations sometime mid-summer to late summer to be up and operational would be the target. They're not offering their drivers now I do want you to know that that's part of what falls in my world, so I have to have somebody probably with a CDL license so that's where it starts for me with a viable CDL license.
- We are blessed to have Dean Transportation here in town. They have what I want to say hundreds, if not thousands of drivers statewide that they operate with. I believe that there are part-time Dean Bus Transportation drivers that would like extra hours. And if I could get a call roster of, I'm just thinking out loud, five or eight of these people that were approved of our insurance. So that would be one answer. Another answer is, I might be stupid. I could be, I'm good for that. But it's Uber drivers. Uber drivers are not driving their vehicle but driving ours. So, they are commercial and looking for hours and that kind of thing. And I could feasibly see how that could work. I do not see this initially going into an employee situation.

### Long Range Planning – Victor Verchereau

- The item in your package should be this statement that again talks about the definition. So, we've got the mission statement and the vision statement again. We had approved the mission, the vision statement last time together two times ago, and then we talked about the actual approval of the cornerstones.
- We talked about the pillars. The five pillars for independence. That's not to be confused with what we're calling the cornerstones, and the cornerstones happen to be five as well, but the cornerstones are here on that second page that you're looking at.

- In our last meeting, we approved, those five look like what we want to look for. This is what we're looking for. If that's what we're looking for, then what we said we would do is go back and create a word target for us to start with. And what I'm asking to do is to go down each one of these, Madam Chairperson. And then what we would do is we go down and approve them one by one. And then if we get through two, that's great. If we get through one or if we get all five, it'll be at the pace that you want to go.
- But with that in mind, just to remind you of the approval of the five cornerstones, it was property management, it was development projects, it was resident and community services, voucher programs, and the foundation slash grant opportunity. So those were the five buckets, if you will, that we're going to try to fill.
- So, we have the ability to put this up on the board if we want to massage the wording, but how would you think would be an appropriate way? If I go and just read the first one and see if it reads okay, then you can tell me if it feels right, and if not, we can go ahead. Is that fair? Okay, all right, so the first one is property management. The proposed vision statement is as follows: Capital City Property Management (CCPM) is a profit-driven property management company. CCPM is focused on long-term growth in both the affordable and market rate rental space. It will provide industry standards of management support to our clients and quality services to the resident units we manage.
- After much discussion the final proposed vision statement is Capital City Property Management (CCPM) is a financially viable subsidiary focused on long-term growth in both the affordable and market rate rental space. We will provide industry standards of management support for our clients and quality services to the residential units we manage.
- The next vision statement development projects proposed vision statement is as follows: LHC will have a vibrant development department that will be aggressive in building new and renovating existing housing in the area. The development department will seek development opportunities in multi-family and single-family markets and the commercial market with an emphasis on affordable housing. It will utilize all available financial resources including cash, low-income housing tax credits, public activity bonds, governmental resources, and private marketing funding.
- The final proposed vision statement - LHC will be aggressive in building new and renovating existing housing in the area. The focus is to seek developmental opportunities in multi-family, single family, and the mixed-use markets with an emphasis



on affordable housing. It will utilize all available financial resources in the public and private arena.

- Resident & Community Services proposed vision statement: The Lansing Housing Commission provides support to enhance and inspire our residents on their journey of life by effectively utilizing community partners in support of the five pillars of independence. Good as it reads.
- Voucher Programs proposed vision statement: The Housing Choice Voucher Department will continuously expand our knowledge and services to build trusting relationships through reliable partnerships with the community and those we serve. The department will strive to meet all HUD measurables for quality standards and compliance requirements while providing outstanding customer service to all parties with whom we interact.
- The final proposed vision statement – The Housing Choice Voucher Department will continue to expand our knowledge and services to build relationships with the community and those we serve. The department will meet all HUD measurables for quality standards and compliance requirements while providing outstanding service to all.
- Foundation – Grant Opportunities proposed vision statement: LHC will establish an independent foundation that will provide funding support for resident services and organizations who align with the mission of uplifting low-income families in our community. Programming support will focus on health, education, housing, financial literacy, and community development.
- It was decided that this is not a cornerstone. Maybe I will just bring something to you guys, and I want you to look into what a foundation would look like, give us a proposal, tell us to do it, and it's just regular day-to-day business and it doesn't have to be a foundation of our business because it's really to ask.

#### Deputy Director Comments:

- At the end of March for eight days MAG took applications for LeRoy Froh, Hildebrandt, and Waverly Place and in those eight days they took in over 1,700 applications. So that's just to give you just a little insight of the need that is still in this community. And also, I can't remember if I reported this or not, but we did receive \$50,000 from the Ingham County Trust Fund to help support that permanent supportive housing gap that we had from losing that funding from the CoC. So, we submitted our first quarter, we got

it late, we got it in February. We had to submit our first quarterly report just last week. So, while the first quarter report doesn't look like we spent a lot of their money, it's because we got it so late. And it's based on when we get our billing cycles from our vendors and stuff like that. We're very pleased to receive that money to fill that gap and hopefully we can renew it. I thought they were going to do more. Like set aside for just basically homeless PSHs. Yeah. Wasn't that our ask though? Yeah. It was our ask. It was. It was our request to have it renewable and they said they couldn't commit to it until they knew where the funding stood and where they had formed committees to make their requirements and stuff.

#### **Executive Directors Comments:** Development Activities

- I talked about how we're headed into budget season where we kind of started budget season our fiscal year ends June 30th. There's a bunch of other stuff that we have to do with our annual plan and our five-year plan.
- The garage update, we had a change in architect, so we got a new architect that's kind of getting caught up, but we're still moving forward with the garage and the renovations of this building. The outside facade, everything is still moving forward. I think also Katrina, who's heading that up, has been kind of overwhelmed with the new construction across the street and all the stuff that goes on there.
- So, Vic told you about Head Start going on with that. I was at an event on Monday that I thought was a really really good event. Vic was actually speaker at the event but there's a new organization town called 100 Families and it's not really about 100 families. It's the concept of 100 families. Hopefully it's going to be successful. They had a great kickoff. There's a lot of pretty important people there, not because I was there, but because the mayor was there and legislators and Department of Health. A lot of people that needed to be connected were there. And so, they already have 50 families that they're working on. It's just going to be a good avenue. I'm having them come into our staff meeting regularly.
- The last thing is that we have won an NAHRO award the last two years, and we submitted our fall festivals this year to NAHRO. We'll find out in the next couple of months whether we're a winner or not. We took the combination of the Waverly and Hildebrandt fall festival that we did last year that we had the pumpkin painting and all the kids' activities and all that stuff and then we added in all the resident services people to try to connect them right there. And so, we submitted that as our application for this year to see how we did. So, we'll see. Maybe we have a new one now with our Easter



egg hunt for next year. So, we already have our 2026 application, I guess. Hopefully we will have more than one.

**President's Comments:**

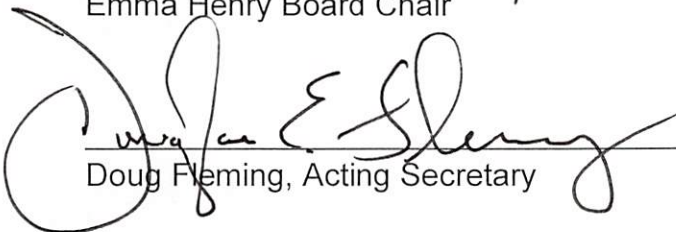
**Other Items:** None

**Other Activities:**

**Other Business:**

**Adjournment:** The meeting was adjourned at 7:10 p.m.

 Date 6/30/2025  
Emma Henry Board Chair

 Date 6/30/2025  
Doug Fleming, Acting Secretary

pose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-income, very low-income, and extremely low-income families.

**Applicability.** The Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

### PHA Information.

PHA Name: Lansing Housing Commission PHA Code: MI058  
 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2025  
 The Five-Year Period of the Plan (i.e., 2019-2023): 2025-2029

Plan Submission Type	5-Year Plan Submission	Revised 5-Year Plan Submission
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**Availability of Information.** In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submission. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

**How the public can access this PHA Plan:** The Five-Year/Annual Plan is available at the Lansing Housing Commission office, located at 419 Cherry Street Lansing, Michigan 48933.

<b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below.)					
<b>Participating PHAs</b>	<b>PHA Code</b>	<b>Program(s) in the Consortium</b>	<b>Program(s) not in the Consortium</b>	<b>No. of Units in Each Program</b>	
				<b>PH</b>	<b>HCV</b>

**Plan Elements. Required for all PHAs completing this form.**

**Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.

The Lansing Housing Commission (LHC) is committed to the development and management of quality, affordable, and fair housing options in a compassionate, healthy, and safe way. LHC will deliver impactful resident services while maintaining the highest performance standards and outcomes.

**Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low-income, and extremely low-income families for the next five years.

LHC will continue progress with its RAD project in Forest. This projects includes the use of HUD's transfer of assistance (TOA) option for 28 public housing units. The transfer of assistance will move subsidy to a new construction 9% low-income housing project in downtown Lansing. LHC was successful in receiving this tax credit in December 2023. Additionally, LHC may use project-based vouchers at Forest and/or the new construction project. LHC may leverage capital and/or operating funds to support this project.

*In fiscal year 2026 LHC may move forward with RAD project at Hoyt. This project may include the use of HUD's transfer of assistance (TOA) option for 24 public housing units. Additionally, LHC may use project-based vouchers at Hoyt and/or the site of new construction project, assuming it is connected to a future low-income housing tax credit application. LHC may leverage capital and/or operating funds to support this project.*

*LHC has 4 remaining scattered sites that it intends to convert from public housing to Section 8 platform via HUD's programs like Section 18.*

*Within the next 18 months LHC expects to have converted its entire public housing stock to Section 8 platforms via RAD, Section 18, etc.*

*During the next 18-months LHC expects to maintain occupancy of at least 95% in its public housing stock.*

*LHC strives to be high performing agency.*

*Maintain high quality maintenance services that will continue to result in quality housing for residents.*

*LHC intends to use proceeds from the above activities to increase the supply, availability, and utilization of low-income housing through development of new units. Additionally, LHC may engage in acquisition rehab projects. LHC may engage projects utilizing available Faircloth units.*

*Furthermore LHC looks to continue and expand its resident service programs.*

*Also LHC will continue to evaluate the use of project-based vouchers to support affordable development projects in the City of Lansing. These are typically used to support development teams seeking income housing tax credit projects. LHC has a process to review development teams and projects. The amount is dependent on projects seeking interest, but will likely range from 0 - 50.*

**Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

*A large part of LHC's goals over the past 6 years have been implementing its strategic initiatives with limited disruption to residents and regular operations. LHC has successfully closed 4 projects (527 units) of RAD Section 18 blends with MSHDA LIHTC and disposed of 233 scattered sites via HUD's Section 18 program. LHC believes it has successfully rehabbed the RAD units and converted the scattered sites to vouchers while going above and beyond standard resident rights. These programs will benefit residents, the units, and the community for the long term. LHC has maintained strong occupancy rates. LHC has worked with local partners to continue to provide relevant resident service programs for its residents.*

As LHC gets close to improving and converting the last of its public housing stock, it now looks to develop new units in the area, to further its commitment to the development and management of quality affordable, and fair housing options in a compassionate, healthy, and safe way. This may include the utilization of available faircloth units. LHC will deliver impactful resident services while maintaining the highest performance standards and outcomes.

**Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

A goal of the LHC is to fully comply with the Violence Against Women Act (VAWA). It is our objective to work with others to prevent offenses covered by VAWA to the degree we can. LHC provides or offers the following activities, services, or programs, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking. LHC does not offer any activities, services or programs directly. LHC has a list of several agencies that it would refer victims to. These agencies have the capability of providing emergency shelter, counseling, referral to legal services through Legal Aid, etc.

LHC has a VAWA Emergency Transfer Plan.

The Admissions& Continued Occupancy Policy (ACOP), and the Public Housing Dwelling Lease have been revised to include screening and termination language related to the VAWA Reauthorization Act. Brochures are available to all residents, visitors and any applicants who visit the development.

## Other Document and/or Certification Requirements.

**Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

The following is the LHC's Definition of Substantial Deviation and Significant Amendment or Modification: A. Substantial Deviation A substantial deviation from the 5-year Plan occurs when the Board of Commissioners decides that it wants to change the mission statement, goals or objectives of the 5-year plan. B. Significant Amendment or Modification to the Annual Plan Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the housing commission that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioners.

## Resident Advisory Board (RAB) Comments.

(a) Did the RAB(s) have comments to the 5-Year PHA Plan?

Y ☐ N ☒

(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

## Certification by State or Local Officials.

Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

## Required Submission for HUD FO Review.

(a) Did the public challenge any elements of the Plan?

Y ☐ N ☒

(b) If yes, include Challenged Elements.

## Affirmatively Furthering Fair Housing (AFFH).

**Affirmatively Furthering Fair Housing.** (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission and objectives for serving the needs of low-income, very low-income, and extremely low-income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

The reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

**Form identification:** MI058-Lansing Housing Commission form HUD-50075-5Y (Form ID - 2997) printed by Douglas Fleming  
JD Secure Systems/Public Housing Portal at 06/25/2025 09:05AM EST

Lansing Housing Commission  
Summary Results for May FY2025

Description	LIPH Total	COCC	HCV Admin	HCV	MSHDA	BA	CCPM
<b>REVENUE:</b>							
Total Revenue Variance - Fav (Unfav)	9,915	2,442	(2,628)	(27,757)	(1,680)	24,427	43,440
Tenant Revenue Variance	(937)	-	-	-	-	2,445	-
HUD Revenue Variance	18,039	2,442	(2,826)	(28,893)	-	-	-
Capital Fund Income	(950)	-	-	-	-	-	-
Other Income	(6,237)	-	198	1,136	(1,680)	21,982	43,440
Other	-	-	-	-	-	-	-
Budgeted Revenue	92,404	33,229	130,228	1,550,330	19,500	55,000	79,427
% Variance fav (unfav)	11%	7%	-2%	-2%	-9%	44%	55%
<b>EXPENSES:</b>							
Total Expense Variance Unfav (Fav)	150,799	36,365	43,564	10,519	7,282	(6,888)	28,275
Salary Expenses	7,559	5,327	23,212	-	6,403	-	12,083
Employee Benefit Expenses	4,628	665	2,235	-	879	-	4,598
Utilities	2,418	993	-	-	-	-	-
Write-offs	(1,417)	-	-	-	-	-	-
Legal	-	911	715	-	-	-	-
Professional Services	(373)	2,260	(2,423)	-	-	(2,625)	3,207
Admin Services	-	11,859	-	-	-	(7,620)	1,453
Insurance	925	40	248	-	-	(7)	-
Sundry/Postage/Office Supplies	325	2,961	(1,557)	-	-	-	2,850
Management Fee	91	-	(566)	-	-	-	-
HAP Expense	-	-	-	10,519	-	-	-
Inspections/Pilot	3,616	640	50	-	-	-	-
Travel and training	-	(2,421)	-	-	-	-	2,952
Maintenance Costs	5,065	(1,465)	258	-	-	-	(100)
Technology/Software/Hardware	3,229	(214)	14,472	-	-	(368)	1,067
Other	124,731	14,809	6,921	-	-	3,732	165
Budgeted Expense	68,141	42,646	121,140	1,550,000	14,353	29,065	36,246
% Variance fav (unfav)	-221%	-85%	-36%	-1%	0%	24%	-78%
Gain(Loss) on Sale of Assets	-	-	-	-	-	-	-
Curr Mo. Actual Net Income (Loss)	\$ (116,621)	\$ (43,339)	\$ (37,104)	\$ (37,945)	\$ (3,815)	\$ 57,250	\$ 15,882
YTD Actual Net Income (Loss) Net of CWIP	\$ 192,036	\$ (15,097)	\$ (19,692)	\$ (381,153)	\$ 33,579	\$ 871,056	\$ (108,039)
Prior YR YTD Net Income (Loss)	\$ 468,579	\$ 73,429	\$ (177,917)	\$ 196,041	\$ -	\$ 1,199,715	\$ (262,256)
Cash Balance - May 2025	\$ 1,929,888	\$ 1,838,969	\$ 41,932	\$ 30,190		\$ 3,171,936	
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	

Lansing Housing Commission  
Summary Results YTD for May FY2025

Description	LIPH Total	COCC	HCV Admin	HCV	MSHDA	BA	CCPM
<b>REVENUE:</b>							
Total Revenue Variance - Fav (Unfav)	(96,894)	87,830	153,105	(176,603)	(2,957)	(157,109)	(9,991)
Tenant Revenue Variance	(25,886)	-	-	-	-	15,057	-
HUD Revenue Variance	60,197	67,412	159,474	(182,097)	-	-	-
Capital Fund Income	(113,731)	-	-	-	-	-	-
Other Income	(17,474)	20,418	(6,369)	5,494	(2,957)	(172,166)	(9,991)
Other	-	-	-	-	-	-	-
Budgeted Revenue	2,021,590	637,920	1,432,509	17,053,630	214,500	1,560,000	400,176
% Variance fav (unfav)	-5%	14%	11%	-1%	-1%	-10%	-2%
<b>EXPENSES:</b>							
Total Expense Variance Unfav (Fav)	694,281	191,114	140,977	208,082	15,940	31,579	74,113
Salary Expenses	81,311	18,296	56,184	-	17,926	-	(45,633)
Employee Benefit Expenses	388,027	6,238	44,473	-	(1,986)	-	34,367
Utilities	13,247	18,233	-	-	-	(2,826)	77
Write-offs	20,393	-	-	-	-	-	-
Legal	1,541	(12,286)	829	-	-	-	6,471
Professional Services	(89,736)	13,518	17,621	-	-	24,816	(1,738)
Admin Services	-	39,588	-	-	-	(6,711)	2,500
Insurance	6,266	350	4,566	-	-	(1,275)	2,876
Sundry/Postage/Office Supplies	(7,342)	21,343	(19,807)	-	-	802	11,232
Management Fee	3,116	-	31,893	-	-	6,720	-
HAP Expense	163,436	-	-	208,082	-	-	-
Staff Training and Travel	(1,283)	31,450	8,542	-	-	-	-
Inspections/Pilot	(4,206)	2,560	(7,450)	-	-	15,969	-
Maintenance Costs	(20,050)	39,877	7,389	-	-	-	51,957
Technology/Software/Hardware	12,952	(4,695)	(9,289)	-	-	(6,848)	7,734
Other	126,608	16,641	6,025	-	-	932	4,270
Budgeted Expense	1,038,380	549,733	1,464,329	17,050,000	162,024	500,256	424,110
% Variance fav (unfav)	-67%	-35%	-10%	-1%	-10%	-6%	-17%
Gain(Loss) on Sale of Assets	452,727	-	-	-	-	-	-
YTD Actual Net Income (Loss) Net of CWIP	\$ 192,036	\$ (15,097)	\$ (19,692)	\$ (381,054)	\$ 33,579	\$ 871,056	\$ (108,039)
YTD Budgeted Net Income (Loss)	\$ 983,210	\$ 88,186	\$ (31,820)	\$ 3,630	\$ 52,476	\$ 1,059,744	\$ (23,935)
Prior YR YTD Net Income (Loss)	\$ 468,579	\$ 73,429	\$ (177,917)	\$ 196,041	\$ -	\$ 1,199,715	\$ (262,256)

**May Ratios**

HCV Ratios		Prior Months	
Number of Vouchers Used	2,228	4/25	\$ 711.93
HCV 8002 Expenses	\$ 1,554,545.60	3/25	\$ 872.56
Average Cost Per Voucher	<u>\$ 697.73</u>	2/25	\$ 818.83

LIPH Ratios			Prior Months	
	May 2025 Total	PY May Total		
Year-to-Date Occupancy Rate				
YTD Average Number of Units Leased	57	59	4/25	98.0%
Number of Possible Units	60	66	3/25	98.3%
Year-to-Date Occupancy Rate	<u>95.0%</u>	<u>89.4%</u>	2/25	98.3%
Average Revenue Per Occupied Unit			4/25	\$ 1,776.29
Total LIPH Revenue	\$ 102,318.80	\$ 143,414.54	3/25	\$ 1,653.75
Average Revenue Per Occupied Unit	<u>\$ 1,795.07</u>	<u>\$ 2,430.75</u>	2/25	\$ 1,642.21
Average Tenant Revenue Per Occupied Unit			4/25	\$ 202.26
Total Tenant Revenue	\$ 12,269.00	\$ 8,563.00	3/25	\$ 194.29
Average Tenant Revenue Per Occupied Unit	<u>\$ 215.25</u>	<u>\$ 145.14</u>	2/25	\$ 154.55
Average Cost Per Occupied Unit			4/25	\$ 2,655.65
YTD Average Monthly Expenses	\$ 157,514.60	\$ 93,522.15	3/25	\$ 2,534.23
Average Cost Per Occupied Unit	<u>\$ 2,763.41</u>	<u>\$ 1,585.12</u>	2/25	\$ 2,443.48

Company Ratios			
<b>Operating Reserves</b>	<b>LIPH</b>	<b>COCC</b>	<b>HCV Admin</b>
Bank Account Balance	\$ 1,929,888.33	\$ 1,838,968.74	\$ 41,931.80
YTD Expenses	\$ 1,732,660.60	\$ 740,847.00	\$ 1,605,306.44
Number of Months	11	11	11
Average Monthly Expenses	<u>\$ 157,514.60</u>	<u>\$ 67,349.73</u>	<u>\$ 145,936.95</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>12.25</u>	<u>27.30</u>	<u>0.29</u>
<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 May 31, 2025

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 14,370	\$ -	\$ 14,370	\$ 32,292	\$ -	\$ -
Tenant Revenue - Other	175	-	175	295	-	-
Total Tenant Revenue	<u>\$ 14,545</u>	<u>\$ -</u>	<u>\$ 14,545</u>	<u>\$ 32,587</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	232,478	-	232,478	195,878	-	-
CFP Operational Income	118,276	-	118,276	176,959	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	10,773	-	10,773	618,153	-	-
Total Operating Revenue	<u>\$ 376,072</u>	<u>\$ -</u>	<u>\$ 376,072</u>	<u>\$ 1,023,578</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	5,730	-	-
Management Fees	39,638	-	39,638	48,996	-	-
Bookkeeping Fees	165	-	165	647	-	-
Employee Benefits Contributions - Admin	64,868	-	64,868	200,000	-	-
Office Expenses	721	-	721	18,530	-	-
Legal	1,679	-	1,679	162	-	-
Travel	-	-	-	648	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	87	-	-
Other Utilities Expense	-	-	-	244	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	1,068	-	1,068	35,808	-	-
Ordinary Maintenance and Operations - Contracts	4,346	-	4,346	24,883	-	-
Employee Benefits Contributions - Ordinary	3,857	-	3,857	12,722	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	(3)	-	(3)	5,000	-	-
Liability Insurance	349	-	349	1,436	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	143	-	-
Other General Expenses	15,125	-	15,125	25,738	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	1,446	-	1,446	3,320	-	-
Bad debt - Tenant Rents	(90)	-	(90)	(996)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 133,169</u>	<u>\$ -</u>	<u>\$ 133,169</u>	<u>\$ 383,098</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 242,903</u>	<u>\$ -</u>	<u>\$ 242,903</u>	<u>\$ 640,479</u>	<u>\$ -</u>	<u>\$ -</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**Hildebrandt**  
**For the Period Ending May 31, 2025**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 87,694	\$ 145,266	\$ (57,572)	\$ 92,894	\$ 158,472	\$ 13,206
Tenant Revenue - Other	2,893	2,420	473	2,014	2,640	220
Total Tenant Revenue	<u>\$ 90,587</u>	<u>\$ 147,686</u>	<u>\$ (57,099)</u>	<u>\$ 94,908</u>	<u>\$ 161,112</u>	<u>\$ 13,426</u>
HUD PHA Operating Grants	528,385	1,100,212	(571,827)	518,417	1,165,891	65,679
CFP Operational Income	198,803	680,192	(481,389)	201,754	684,991	4,799
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	114,537	93,500	21,037	239,973	102,000	8,500
Total Operating Revenue	<u>\$ 932,312</u>	<u>\$ 2,021,590</u>	<u>\$ (1,089,278)</u>	<u>\$ 1,055,052</u>	<u>\$ 2,113,994</u>	<u>\$ 92,404</u>
Administrative Salaries	\$ 118,406	\$ 102,817	\$ 15,589	\$ 30,353	\$ 116,430	\$ 13,613
Auditing Fees	17,124	20,000	(2,876)	5,730	20,000	-
Management Fees	74,661	191,283	(116,622)	79,214	194,818	3,535
Bookkeeping Fees	4,429	5,170	(741)	4,659	5,640	470
Employee Benefits Contributions - Admin	172,202	26,056	146,146	205,102	28,752	2,696
Office Expenses	30,321	22,045	8,276	14,377	23,235	1,190
Legal	(2,676)	500	(3,176)	(425)	500	-
Travel	2,069	1,900	169	1,427	1,900	-
Other	(498)	2,850	(3,348)	(1,333)	6,250	3,400
Tenant Services - Other	1,000	1,518	(518)	1,089	1,654	136
Water	45,753	39,424	6,329	45,484	42,560	3,136
Electricity	11,349	7,150	4,199	9,398	7,800	650
Gas	24,928	20,500	4,428	21,421	21,600	1,100
Other Utilities Expense	-	1,708	(1,708)	-	1,708	-
Ordinary Maintenance and Operations - Labor	115,887	85,368	30,519	52,287	95,120	9,752
Ordinary Maintenance and Operations - Materia	52,364	95,400	(43,036)	35,188	104,000	8,600
Ordinary Maintenance and Operations - Contrac	174,205	160,872	13,333	139,829	173,374	12,502
Employee Benefits Contributions - Ordinary	98,536	80,209	18,327	30,171	87,654	7,445
Protective Services - Other Contract Costs	-	-	-	250	-	-
Property Insurance	18,584	26,482	(7,898)	20,465	28,930	2,448
Liability Insurance	12,108	5,172	6,936	7,375	5,649	477
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,492	4,246	3,246	1,278	4,631	385
Other General Expenses	22,479	155,707	(133,228)	53,657	161,266	5,559
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	(1,484)	6,366	(7,850)	1,077	7,066	700
Bad debt - Tenant Rents	22,000	14,526	7,474	6,435	15,847	1,321
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 1,021,239</u>	<u>\$ 1,077,269</u>	<u>\$ (56,030)</u>	<u>\$ 764,509</u>	<u>\$ 1,156,384</u>	<u>\$ 79,115</u>
Net Income (Loss)	<u>\$ (88,927)</u>	<u>\$ 944,321</u>	<u>\$ (1,033,248)</u>	<u>\$ 290,542</u>	<u>\$ 957,610</u>	<u>\$ 13,289</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**LaRoy Froh**  
**For the Period Ending May 31, 2025**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 22,608	\$ -	\$ 22,608	\$ 57,591	\$ -	\$ -
Tenant Revenue - Other	929	-	929	1,025	-	-
Total Tenant Revenue	<u>\$ 23,537</u>	<u>\$ -</u>	<u>\$ 23,537</u>	<u>\$ 58,616</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	358,398	-	358,398	527,556	-	-
CFP Operational Income	195,974	-	195,974	179,298	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	240,001	-	240,001	881,410	-	-
Total Operating Revenue	<u>\$ 817,910</u>	<u>\$ -</u>	<u>\$ 817,910</u>	<u>\$ 1,646,880</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	5,730	-	-
Management Fees	40,843	-	40,843	51,303	-	-
Bookkeeping Fees	317	-	317	948	-	-
Employee Benefits Contributions - Admin	142,566	-	142,566	200,000	-	-
Office Expenses	262	-	262	1,006	-	-
Legal	3,038	-	3,038	-	-	-
Travel	-	-	-	-	-	-
Other	(329)	-	(329)	(1,012)	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	100	-	-
Electricity	-	-	-	181	-	-
Gas	-	-	-	310	-	-
Other Utilities Expense	-	-	-	2,151	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Materia	722	-	722	20,031	-	-
Ordinary Maintenance and Operations - Contrac	3,336	-	3,336	62,904	-	-
Employee Benefits Contributions - Ordinary	6,090	-	6,090	22,735	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	2,169	-	2,169	4,965	-	-
Liability Insurance	515	-	515	1,467	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	200	-	-
Other General Expenses	15,125	-	15,125	25,596	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	163,436	-	163,436	-	-	-
Payment in Lieu of Taxes	910	-	910	5,797	-	-
Bad debt - Tenant Rents	13,507	-	13,507	(973)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 392,508</u>	<u>\$ -</u>	<u>\$ 392,508</u>	<u>\$ 403,439</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 425,401</u>	<u>\$ -</u>	<u>\$ 425,401</u>	<u>\$ 1,243,441</u>	<u>\$ -</u>	<u>\$ -</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**South Washington Park**  
**For the Period Ending May 31, 2025**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ (5,292)	\$ -	\$ (5,292)	\$ (3,544)	\$ -	\$ -
Tenant Revenue - Other	-	-	-	100	-	-
Total Tenant Revenue	<u>\$ (5,292)</u>	<u>\$ -</u>	<u>\$ (5,292)</u>	<u>\$ (3,444)</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	41,149	-	41,149	49,394	-	-
CFP Operational Income	53,408	-	53,408	172,749	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	161,865	-	161,865	99,389	-	-
Total Operating Revenue	<u>\$ 251,130</u>	<u>\$ -</u>	<u>\$ 251,130</u>	<u>\$ 318,088</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	5,730	-	-
Management Fees	39,257	-	39,257	46,008	-	-
Bookkeeping Fees	120	-	120	241	-	-
Employee Benefits Contributions - Admin	20	-	20	200,019	-	-
Office Expenses	47	-	47	912	-	-
Legal	-	-	-	38	-	-
Travel	-	-	-	-	-	-
Other	(63)	-	(63)	(54)	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	124	-	-
Electricity	-	-	-	124	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	244	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Materia	1,328	-	1,328	1,388	-	-
Ordinary Maintenance and Operations - Contrac	3,470	-	3,470	2,341	-	-
Employee Benefits Contributions - Ordinary	3,463	-	3,463	2,444	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	808	-	808	-	-	-
Liability Insurance	142	-	142	11	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	26	-	-
Other General Expenses	15,125	-	15,125	19,046	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	(479)	-	(479)	(246)	-	-
Bad debt - Tenant Rents	(498)	-	(498)	(1,336)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 62,741</u>	<u>\$ -</u>	<u>\$ 62,741</u>	<u>\$ 277,061</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 188,390</u>	<u>\$ -</u>	<u>\$ 188,390</u>	<u>\$ 41,027</u>	<u>\$ -</u>	<u>\$ -</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**AMP Consolidated**  
**For the Period Ending May 31, 2025**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 119,380	\$ 145,266	\$ (25,886)	\$ 179,233	\$ 158,472	\$ 13,206
Tenant Revenue - Other	3,997	2,420	1,577	3,434	2,640	220
Total Tenant Revenue	<u>\$ 123,377</u>	<u>\$ 147,686</u>	<u>\$ (24,309)</u>	<u>\$ 182,667</u>	<u>\$ 161,112</u>	<u>\$ 13,426</u>
HUD PHA Operating Grants	1,160,410	1,100,212	60,198	1,291,245	1,165,891	65,679
CFP Operational Income	566,461	680,192	(113,731)	730,760	684,991	4,799
Fraud Recovery and Other	527,176	93,500	433,676	1,838,925	102,000	8,500
Total Operating Revenue	<u>\$ 2,377,424</u>	<u>\$ 2,021,590</u>	<u>\$ 355,834</u>	<u>\$ 4,043,598</u>	<u>\$ 2,113,994</u>	<u>\$ 92,404</u>
Administrative Salaries	\$ 118,406	\$ 102,817	\$ 15,589	\$ 30,353	\$ 116,430	\$ 13,613
Auditing Fees	17,124	20,000	(2,876)	22,920	20,000	-
Management Fees	194,399	191,283	3,116	225,521	194,818	3,535
Bookkeeping Fees	5,031	5,170	(139)	6,495	5,640	470
Employee Benefits Contributions - Administrative	379,656	26,056	353,600	805,121	28,752	2,696
Office Expenses	31,351	22,045	9,306	34,825	23,235	1,190
Legal Expense	2,041	500	1,541	(225)	500	-
Travel	2,069	1,900	169	2,075	1,900	-
Other	(890)	2,850	(3,740)	(2,399)	6,250	3,400
Tenant Services - Other	1,000	1,518	(518)	1,089	1,654	136
Water	45,753	39,424	6,329	45,708	42,560	3,136
Electricity	11,349	7,150	4,199	9,703	7,800	650
Gas	24,928	20,500	4,428	21,818	21,600	1,100
Other Utilities Expense	-	1,708	(1,708)	2,639	1,708	-
Ordinary Maintenance and Operations - Labor	115,887	85,368	30,519	52,287	95,120	9,752
Ordinary Maintenance and Operations - Material	55,482	95,400	(39,918)	92,415	104,000	8,600
Ordinary Maintenance and Operations - Contract	185,357	160,872	24,485	229,957	173,374	12,502
Employee Benefits Contributions - Ordinary	111,946	80,209	31,737	68,072	87,654	7,445
Protective Services - Other Contract Costs	-	-	-	250	-	-
Property Insurance	21,558	26,482	(4,924)	30,430	28,930	2,448
Liability Insurance	13,115	5,172	7,943	10,289	5,649	477
Workers Compensation	-	-	-	-	-	-
All Other Insurance	7,492	4,246	3,246	1,647	4,631	385
Other General Expenses	67,854	155,707	(87,853)	124,037	161,266	5,559
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	393	6,366	(5,973)	9,948	7,066	700
Bad debt - Tenant Rents	34,920	14,526	20,394	3,130	15,847	1,321
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 1,446,220</u>	<u>\$ 1,077,269</u>	<u>\$ 368,952</u>	<u>\$ 1,828,105</u>	<u>\$ 1,156,384</u>	<u>\$ 79,115</u>
Net Income (Loss)	<u>\$ 931,204</u>	<u>\$ 944,321</u>	<u>\$ (13,118)</u>	<u>\$ 2,215,493</u>	<u>\$ 957,610</u>	<u>\$ 13,289</u>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**COCC**  
**For the Period Ending May 31, 2025**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 510,484	\$ 475,479	\$ 428,458	\$ 507,123	\$ 504,845	\$ 29,366
Bookkeeping Fees Income	5,031	5,170	5,129	6,495	5,643	473
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	210,235	189,817	154,047	218,016	236,164	46,347
<b>Total Operating Revenue</b>	<b>\$ 725,750</b>	<b>\$ 670,466</b>	<b>\$ 587,634</b>	<b>\$ 731,634</b>	<b>\$ 746,652</b>	<b>\$ 76,186</b>
Administrative Salaries	\$ 137,666	\$ 209,367	\$ 76,496	\$ 143,548	\$ 225,339	\$ 15,972
Auditing Fees	8,562	5,000	-	6,600	5,000	-
Employee Benefits Contributions - Admin	23,829	24,476	29,488	41,406	26,466	1,990
Office Expenses	116,441	204,290	85,490	128,138	221,969	17,679
Legal	15,214	27,500	15,118	35,679	30,000	2,500
Travel	32,946	18,700	14,752	18,875	19,200	500
Other	46,732	32,200	33,366	35,772	32,400	200
Tenant Services - Other	-	-	1,015	1,015	-	-
Water	4,962	2,200	1,458	2,019	2,400	200
Electricity	16,822	11,900	8,569	11,699	13,100	1,200
Gas	9,397	4,320	1,967	4,326	4,395	75
Other Utilities Expense	6,131	660	220	435	720	60
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	6,339	1,650	607	745	1,800	150
Ordinary Maintenance and Operations - Contracts	97,438	59,690	38,119	58,125	63,750	4,060
Employee Benefits Contributions - Ordinary	-	-	2,487	2,487	-	-
Protective Services - Other Contract Costs	700	600	900	1,300	750	150
Property Insurance	4,693	5,860	3,957	5,857	6,412	552
Liability Insurance	2,268	1,010	1,818	2,054	1,105	95
Workers Compensation	-	-	-	-	-	-
All Other Insurance	409	-	-	-	-	-
Other General Expenses	196,267	39,583	176,830	158,144	42,669	3,086
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 726,815</b>	<b>\$ 649,006</b>	<b>\$ 492,656</b>	<b>\$ 658,225</b>	<b>\$ 697,475</b>	<b>\$ 48,469</b>
<b>Net Income (Loss)</b>	<b>\$ (1,065)</b>	<b>\$ 21,460</b>	<b>\$ 94,978</b>	<b>\$ 73,409</b>	<b>\$ 49,177</b>	<b>\$ 27,717</b>

**Lansing Housing Commission**  
**Budget vs. Actual**  
**Housing Choice Voucher**  
**For the Period Ending May 31, 2025**

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 18,448,336	\$ 1,420,959	\$ 17,027,377	\$ 17,835,166	\$ 1,550,137	\$ 129,178
Other Revenue	3,609	-	3,609	213,826	-	-
Fraud Recovery and Other	10,696	226,050	(215,354)	10,230	246,600	20,550
Total Operating Revenue	<u>\$ 18,462,641</u>	<u>\$ 1,647,009</u>	<u>\$ 16,815,632</u>	<u>\$ 18,059,222</u>	<u>\$ 1,796,737</u>	<u>\$ 149,728</u>
Administrative Salaries	\$ 646,333	\$ 725,878	\$ (79,545)	\$ 726,294	\$ 821,934	\$ 96,056
Auditing Fees	23,333	29,000	(5,667)	28,000	29,000	-
Management Fees	316,085	284,191	31,894	281,603	310,027	25,836
Bookkeeping Fees	-	-	-	-	-	-
Employee Benefits Contributions - Admin	238,872	220,150	18,722	211,322	241,854	21,704
Office Expenses	230,657	247,774	(17,117)	253,243	263,318	15,544
Legal Expense	-	-	-	-	-	-
Travel	7,854	2,950	4,904	4,686	2,950	-
Other	125	8,250	(8,125)	103,308	9,000	750
Tenant Services - Other	-	500	(500)	-	500	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	1,216	1,760	(544)	1,217	1,920	160
Ordinary Maintenance and Operations - Materials	783	4,135	(3,352)	2,552	4,420	285
Ordinary Maintenance and Operations - Contract	13,059	1,540	11,519	43,403	1,680	-
Protective services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	29,531	29,631	(100)	27,453	32,370	2,739
Workers Compensation	-	-	-	-	-	-
All Other Insurance	5,859	979	4,880	738	1,071	92
Other General Expenses	87,236	69,615	17,621	115,498	75,580	5,965
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	17,257,987	-	17,257,987	16,241,781	-	-
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 18,858,930</u>	<u>\$ 1,626,353</u>	<u>\$ 17,232,577</u>	<u>\$ 18,041,099</u>	<u>\$ 1,795,624</u>	<u>\$ 169,271</u>
Net Income (Loss)	<u>\$ (396,289)</u>	<u>\$ 20,656</u>	<u>\$ (416,945)</u>	<u>\$ 18,123</u>	<u>\$ 1,113</u>	<u>\$ (19,543)</u>

**Lansing Housing Commission**  
**1010 Mt. Vernon Park**  
**Balance Sheet for May 2025**

	Period Amount	Balance
<b>ASSETS</b>		
1010-0000-111102 Cash-Security Deposits	-	45.00
1010-0000-111111 Chase Checking	(1,190.89)	427,966.93
1010-0000-112200 Accounts Receivable	-	-
1010-0000-112201 Allowance for Doubtful Accounts	-	-
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	16,753.29	(188,544.05)
1010-0000-116201 Investments Savings	-	-
1010-0000-116202 Investments Savings - Unrestricted	-	-
1010-0000-121100 Prepaid Insurance	(97.58)	292.77
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	(9,369.67)	(116,245.85)
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>	<b><u>6,095.15</u></b>	<b><u>266,885.72</u></b>
<b>LIABILITIES</b>		
1010-0000-200000 OPEB Liability	-	(23,439.00)
1010-0000-200300 Pension Liability	-	90,091.00
1010-0000-210000 Construction Costs Payabe	-	-
1010-0000-211100 Accounts Payable	-	-
1010-0000-211343 Accounts Payable Misc	-	-
1010-0000-211400 Tenant Security Deposits	-	45.00
1010-0000-211999 Tenant Refunds	-	25.00
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	139.90	4,818.24
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>	<b><u>139.90</u></b>	<b><u>2,325.24</u></b>
<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	5,955.25	(4,988,536.44)
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>	<b><u>5,955.25</u></b>	<b><u>264,560.48</u></b>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<b><u>6,095.15</u></b>	<b><u>266,885.72</u></b>

**Lansing Housing Commission**  
**1020 Hildebrandt Park**  
**Balance Sheet for May 2025**

	Period Amount	Balance
<b>ASSETS</b>		
1020-0000-111102 Cash-Security Deposits	-	7,641.00
1020-0000-111111 Chase Checking	(18,950.64)	341,788.77
1020-0000-112200 Accounts Receivable	(1,076.00)	3,398.04
1020-0000-112201 Allowance for Doubtful Accounts	108.00	(339.40)
1020-0000-112220 A/R Repayment Agreement	(75.00)	299.00
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	(59,850.87)	(82,313.28)
1020-0000-116201 Investments Savings	-	-
1020-0000-116202 Investments Savings - Unrestricted	-	-
1020-0000-121100 Prepaid Insurance	(3,780.69)	11,342.06
1020-0000-140000 Land	-	51,041.11
1020-0000-144000 Construction in Progress	-	-
1020-3000-144000 Construction in Progress	(185,220.00)	(139,860.00)
1020-0000-146000 Dwelling Structures	185,220.00	2,830,373.05
1020-1020-146000 Dwelling Structures	-	115,030.00
1020-0000-146500 Dwelling Equipment - Ranges &	72,259.90	239,591.80
1020-1020-146500 Dwelling Equipment - Ranges &	-	21,635.00
1020-0000-148100 Accumulated Depreciation-Build	(125,694.01)	(1,276,126.11)
1020-1020-148100 Accumulated Depreciation-Build	(7,668.67)	(82,571.68)
1020-1020-148300 Accumulated Depreciation-Equip	(1,442.33)	(15,527.32)
1020-0000-150300 Deferred Outflow - MERS	-	10,144.00
1020-0000-150301 Deferred Outflows-OPEB	-	4,553.00
<b>TOTAL ASSETS</b>	<b>(146,170.31)</b>	<b>2,040,099.04</b>
<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	-	-
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	-	8,570.00
1020-0000-211999 Tenant Refunds	29.00	1,669.83
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	82.39	(300.89)
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>	<b>111.39</b>	<b>39,513.58</b>
<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	(146,281.70)	4,278,766.73
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>	<b>(146,281.70)</b>	<b>2,000,585.46</b>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<b>(146,170.31)</b>	<b>2,040,099.04</b>

**Lansing Housing Commission**  
**1080 LaRoy Froh Townhomes**  
**Balance Sheet for May 2025**

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
1080-0000-111102 Cash-Security Deposits	-	516.00
1080-0000-111111 Chase Checking	25,173.38	647,998.21
1080-0000-112200 Accounts Receivable	122.00	1,884.00
1080-0000-112201 Allowance for Doubtful Accounts	(12.00)	(188.20)
1080-0000-112220 A/R Repayment Agreement	-	-
1080-0000-112500 Accounts Receivable HUD	-	-
1080-2010-112500 Accounts Receivable HUD	-	-
1080-0000-112954 Accounts Receivables-Misc	-	-
1080-0000-114500 Accrued Interest Receivable	-	-
1080-5005-115700 Intercompany	520.77	25,168.47
1080-0000-116201 Investments Savings	-	-
1080-0000-116202 Investments Savings - Unrestricted	-	-
1080-0000-121100 Prepaid Insurance	(253.33)	760.02
1080-0000-140000 Land	-	-
1080-0000-144000 Construction in Progress	-	-
1080-3000-144000 Construction in Progress	-	-
1080-0000-146000 Dwelling Structures	-	40,122.78
1080-1080-146000 Dwelling Structures	-	-
1080-0000-146500 Dwelling Equipment - Ranges &	-	50,803.24
1080-0000-148100 Accumulated Depreciation-Build	(6,607.40)	(77,710.94)
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>	<b><u>18,943.42</u></b>	<b><u>702,042.58</u></b>
<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	-	-
1080-0000-211343 Accounts Payable Misc	-	-
1080-0000-211400 Tenant Security Deposits	-	74.00
1080-0000-211999 Tenant Refunds	(880.00)	44.00
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	169.00	6,902.40
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>	<b><u>(711.00)</u></b>	<b><u>22,109.40</u></b>
<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	19,654.42	6,198,683.34
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>	<b><u>19,654.42</u></b>	<b><u>679,933.18</u></b>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<b><u>18,943.42</u></b>	<b><u>702,042.58</u></b>

**Lansing Housing Commission**  
**1090 South Washington Park**  
**Balance Sheet for May 2025**

	Period Amount	Balance
<b>ASSETS</b>		
1090-0000-111102 Cash-Security Deposits	-	208.00
1090-0000-111111 Chase Checking	3,815.32	512,134.42
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	44,823.61	48,054.77
1090-0000-116201 Investments Savings	-	-
1090-0000-116202 Investments Savings - Unrestricted	-	-
1090-0000-121100 Prepaid Insurance	(105.66)	317.06
1090-0000-140000 Land	-	-
1090-0000-144000 Construction in Progress	-	-
1090-3000-144000 Construction in Progress	-	-
1090-0000-146000 Dwelling Structures	-	(1.55)
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	27,777.80	-
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>	<b>4,051.17</b>	<b>564,998.70</b>
<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	-	-
1090-0000-211343 Accounts Payable Misc	-	-
1090-0000-211400 Tenant Security Deposits	-	-
1090-0000-211999 Tenant Refunds	-	-
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	-	(1,347.71)
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>	<b>-</b>	<b>(30,483.71)</b>
<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	4,051.17	(381,795.49)
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>	<b>4,051.17</b>	<b>595,482.41</b>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<b>4,051.17</b>	<b>564,998.70</b>

**Lansing Housing Commission  
5005 Central Office Cost Center  
Balance Sheet for May 2025**

	Period Amount	Balance
<b>ASSETS</b>		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	(61,553.26)	59,949.83
5005-0000-111111 Chase Checking	904,690.26	1,838,968.74
5005-0000-112200 Accounts Receivable	-	-
5005-0000-112500 Accounts Receivable HUD	-	450.00
5005-0000-112954 Accounts Receivables-Misc	-	-
5005-1010-115700 Intercompany	(16,753.29)	188,544.05
5005-1020-115700 Intercompany	59,850.87	82,313.28
5005-1080-115700 Intercompany	(520.77)	(25,168.47)
5005-1090-115700 Intercompany	(44,823.61)	(48,054.77)
5005-4001-115700 Intercompany	(895,446.19)	(789,360.75)
5005-4002-115700 Intercompany	(16,199.77)	296,279.95
5005-4003-115700 Intercompany	3,815.28	(33,578.74)
5005-8001-115700 Intercompany	47,395.00	124,896.82
5005-8002-115700 Intercompany	75,895.92	202,898.04
5005-8005-115700 Intercompany	(3,848.24)	(13,617.11)
5005-8010-115700 Intercompany	(56,769.37)	111,449.86
5005-8020-115700 Intercompany	-	-
5005-8021-115700 Intercompany	(24,132.00)	(11,392.00)
5005-9101-115700 Intercompany	-	-
5005-0000-121100 Prepaid Insurance	(687.25)	2,061.75
5005-0000-121200 Prepaid - Other	-	-
5005-0000-140000 Land	-	218,731.39
5005-0000-144000 Construction in Progress	-	24,400.00
5005-0000-146000 Dwelling Structures	-	1,045,806.20
5005-0000-146500 Dwelling Equipment - Ranges &	-	214,542.19
5005-0000-148100 Accumulated Depreciation-Build	(14,032.28)	(972,457.64)
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>	<b>(43,118.70)</b>	<b>2,934,352.24</b>
<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	-	-
5005-0000-211343 Accounts Payable Misc	-	-
5005-0000-211703 Union Dues Payable	220.75	-
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>	<b>220.75</b>	<b>34,451.72</b>
<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	(43,339.45)	2,768,134.12
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>	<b>(43,339.45)</b>	<b>2,899,900.52</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>(43,118.70)</b>	<b>2,934,352.24</b>

**Lansing Housing Commission  
Housing Choice Voucher  
Balance Sheet for May 2025**

	<u>Period Amount</u>	<u>Balance</u>
<b>ASSETS</b>		
8001-0000-111111 Chase Checking	17,854.19	41,931.80
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	38,045.57	30,189.56
8001-0000-112200 Accounts Receivable	-	-
8002-0000-112200 Accounts Receivable	-	-
8002-8002-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	-
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	(47,395.00)	(124,896.82)
8002-5005-115700 Intercompany	(75,895.92)	(202,898.04)
8001-0000-121100 Prepaid Insurance	(3,101.35)	6,970.73
8001-2010-144000 Construction in Progress	-	-
8001-0000-146500 Dwelling Equipment - Ranges &	-	79,412.57
8001-0000-148100 Accumulated Depreciation-Build	(4,462.18)	(54,870.65)
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>	<u><b>(74,954.69)</b></u>	<u><b>(216,338.85)</b></u>
<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	-	-
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>	<u><b>-</b></u>	<u><b>48,177.45</b></u>
<b>EQUITY</b>		
8001-0000-280500 Unrestricted Net Assets	-	(348,938.86)
8001-0000-282000 Income and Expense Clearing	(37,104.34)	242,983.33
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	-	453,875.00
8002-0000-282000 Income and Expense Clearing	(37,850.35)	100,844,103.77
8002-8002-282000 Income and Expense Clearing	-	(101,608,774.62)
<b>TOTAL EQUITY</b>	<u><b>(74,954.69)</b></u>	<u><b>(264,516.30)</b></u>
<b>TOTAL LIABILITES &amp; EQUITY</b>	<u><b>(74,954.69)</b></u>	<u><b>(216,338.85)</b></u>

June30, 2025

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**

**May 2025 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. We now have a total of 62 participants. We had 2 successful graduates! I spoke to one of the participants who is graduating with an escrow of \$22,042.96 and she is excited to be purchasing her own home!

**HCV Orientations:**

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

One (1) VASH orientation was held in the month of May 2025, and eight (8) vouchers were issued with the assistance of community partners. There are currently an additional eight (8) vouchers issued and out searching or pending inspection and seven (7) applications in process.

**Waiting List:**

One hundred and one (101) applications were mailed out in the month of May. Zero (0) households are out searching for units in the regular HCV Program, ninety-three (93) applicants are pending documentation or final approval, zero (0) units are approved pending inspection and/or pending lease-up.

**Department Initiatives:**

In the HCV Program, there are currently 1991 vouchers housed in all its programs. 49 participants are with the Shelter Plus Care Program (S+C), 65 are housed under the



Permanent Supportive Housing Program (PSH), 16 are housed under the Emergency Housing Voucher Program (EHV), 146 are housed under the HUD-Veterans Affairs Supportive Housing (VASH), 31 at Waverly Place, 33 are housed at Hildebrandt Park, 30 at LaRoy Froh, 7 are housed at Woodward Way, 9 are housed under the Holy Cross Permanent Supportive Housing (HCPSH), 206 housed under Section 18, 26 housed at Oliver Gardens (OG), 24 are housed at Stadium North (SN), 20 are housed at Walter French and 1,329 are housed under the Housing Choice Voucher Program.

### Voucher Utilization

March Voucher Program Total Units	2229
March Traditional HCV Utilization	1891
March % Utilized Units	85%

May Voucher Program Total Units	2229
May Traditional HCV Utilization	1868
May % Utilized Units	84%

### Voucher Disbursement

HUD March HAP Disbursement	\$1,482,896
LHC March HAP/UAP Disbursement	\$1,458,640
% Voucher Funding Utilization	98%

HUD May HAP Disbursement	\$1,507,746
LHC May HAP/UAP Disbursement	\$1,473,777
% Voucher Funding Utilization	98%
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 01/01/2025. 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 40<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 May 31, 2025, 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 97%. 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 85%. 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, 55 slots/households or (148%) are enrolled, 88% 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 ten (10) 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 5/31/2025.



**June 30, 2025**

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**

**May 2025 Asset Management Monthly Report**

**CONTACT PERSON:**

Doug Fleming  
Executive Director  
517-487-6550 Ext. 111

**OVERVIEW:**

Lansing Housing Commission ("LHC") had an overall occupancy rating of 93% at the end of March. LHC Unit Months Leased (UML) was 56 in May. There were zero (0) households moving in, one (1) resident moved out, and zero (0) unit transferred.

There is a total of 1 open work order at the end of May.

**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	60	56	93%	0	1	0	0
<b>Totals</b>	<b>60</b>	<b>56</b>	<b>93%</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>

**RENT COLLECTION:**

Site	Rent Charged	Receivables
Public Housing	\$ 12,344.00	\$ 3,842.21
<b>Totals</b>	<b>\$ 12,344.00</b>	<b>\$ 3,842.21</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
2157 Forest	2	12-30-24				Have applicant in approval process
2149 Forest	2	2-19-25				Have applicant in approval process
1946 Hoyt Ave	2	3-4-25				Have applicant in approval process
1948 Hoyt Ave	2	4-29-25				

