

## Agenda

Lansing Housing Commission

August 27, 2025

1. Call to Order
  - a. Roll Call
  - b. Approval of Minutes of June 30, 2025
2. Public Comment – limit 3 minutes per person
3. Action Items:
4. Informational Items:
  - a. Finance Report July 2025 Steven Raiche
  - b. Housing Choice Voucher July 2025 Jennifer Burnette
  - c. LIPH Asset Management Report July 2025 Karen Chase
5. Deputy Director Comments
6. Executive Director's Comments
7. President's Comments
8. Adjournment.

## Minutes of June 30, 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	
Karen Chase	Victor Verchereau

**Guests: None**

Commissioner Barker motioned and Commissioner Hall 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:**

- Resolution 1376 – approval of annual plan – the annual plan outlines all the things that we may be doing in the next year or may want to do and must give them a heads up by submitting an annual plan. The only changes to the plan this year are a couple of forms. The first is a domestic violence form that we haven't had to submit. We must have a policy. The deconcentration policy we have always submitted in the past. We must go through and answer HUD's questions about what we are going to do in the next year. We also must renew the 5-year plan to see what we want to do in the next five years.
- Sometimes at this point in the year you also see changes to our admin plan and our ACOP, which are the rules and regulations of our public housing. Staff are still finalizing on that because they are still waiting for some final HOTMA guidelines. So, you may see that come before the board in the next couple of months.
- The resident advisory board is sent out to all members of both our HCV and our public housing. We sent that out when we are also making changes to the rules and regulations. We have never had any luck forming an actual committee.

Commissioner Barker motioned and Commissioner Hall seconded a motion to approve the annual plan resolution 1376. **The Motion was approved by all members present.**

### Finance Report May 2025

- We need to approve a budget for our next fiscal year, which starts tomorrow. I emailed that to the board in early June to just kind of give you a little bit of a heads up. You know, we continue to migrate away from what I call the legacy LHC stuff, which was public housing, Section 8, right? Section 8, Section 9. And we use management bookkeeping style fees from both of those programs to run our operations here at the main office.
- Now, we went from 880 units in the public housing program down to 60. And so obviously we're not getting the revenue stream from that to manage this office here. And then the HCV world, we're having a couple of conversations today like that, you know, well, we've migrated many of our units from of the 880 units from Section 9 or public housing into vouchers that HCV manages.
- A copy of the budget was provided to the board to look at. After discussing some of the items in the budget a motion was made.

Commissioner Henry made a motion to add an amendment to the budget for fiscal year 2026 and was seconded by Commissioner Barker. **The Motion was approved by all members present.**

Commissioner Barker motioned and Commissioner Taylor seconded the motion to approve the budget for 2026 fiscal year. **The Motion was approved by all members present.**

### Housing Choice Voucher May 2025

Kim Shirey provided a brief overview of the May 2025 Housing Choice Voucher Reports

- In the month of May there were two successful graduates from their family self-sufficiency program. One of the participants, Jennifer has indicated in her report, graduated with an escrow of \$22,000. And while the money does not have to be used to purchase a home, while we hope that that is what they do use it for, this individual is

choosing to do that. So, she's following the next steps to start her home buyer ship programs necessary. So, we're super excited about that.

- As you know in past months, we still are kind of in a hold with issuing vouchers. We're basically issuing them based on attrition from the program. They did send out 101 applications in May and they're currently finalizing them to hopefully get an orientation here on the first of July. So that'll be our first HCV voucher we've had. Yeah, since October. So, in all of 2025.

### Asset Management Report May 2025

#### Public Housing (PH), Scattered

- Public Housing currently has 60 units left in public housing. Fifty-six of them are occupied, which is an occupancy rate of 93% at the end of May. There were zero move in, one (1) move outs, and zero (0) transfer.
- Receivables are in really good shape.
- There are one open work orders at the end of May.

#### Long Range Planning– Doug Fleming

- The Cornerstones are the ones you guys did last month. I gave you the sheet. It's really just, we gave you 30 days to look at it. If you want to handle them, President's prerogative, whether you want to handle them with one motion to approve all five, if there's something you want to change between now and then with an amendment and then approve all five, or you want to go one at a time, four I should say, not five. Yeah, well, we took the one out, which was the foundation stuff, so this is just merely you guys approving what you did last month or making any last-minute adjustments that you like or don't like. Yeah, any suggestions or changes to what's presented? There is a typo that needs to be fixed. Commissioner Henry opened a motion to approve the Cornerstones.

Commissioner Hall motioned and commissioner Barker seconded the motion to approve the Cornerstones with the corrected typo. **The Motion was approved by all members present.**

**Informational items:**

- There is a two-page document in front of you that says Lansing Housing Commission 927 South Washington opportunity. For those of you that are not familiar with this building, if you just turn to the second page, you can see the picture. It's located literally right across South Washington on the other side of the river on the left-hand side or the east side of the road. Is it totally vacant? Yes, it is. You can see in the project information on the side; we have a draft LOI that's ready to send. What we're proposing to do, we made an offer on this building two years ago for \$2.5 million. And a guy wanted, I think, either \$3.5 million-ish, something like that. So, we decided we'd dive back in and see if they were still maybe out there, that maybe they've held it long enough because guys don't make a lot of money and hold on to things that don't make them money. So, the concept that we're looking at is offering basically \$3 million. It'd be \$2.5 million in cash, and then we'll provide them with a letter that says that we recognize the building's worth \$3 million, so we'll give you a letter that says you donated this to our nonprofit. So, we'll have the nonprofit own it originally and then either sell it to LHC or to the new LDLHP or whatever. And we'll give them a letter that will allow them to write off a half a million-dollar tax credit. So, to guys like that, tax write-offs are a big deal to shelter income. So, we're hoping that he'll bite on that and see. And then it's contingent on physical inspection and the feasibility of it being a 9% tax credit deal. The LOI basically gives us, I think, 18 months in which to get a 9% tax credit. They'll give us two rounds to go at the October round and the April round to see if we can get a 9% here. We did score it. It's in the range. It's in, you know, it's kind of where it would need to be. We probably would have to use our transfer of assistance from Hoyt. Hoyt, because we use the one in Forest on Riverview 220. We use our transfer assistance from Hoyt, which is our last kind of golden ticket that we have out there that only we have and no one else has. It ended up being in the new QAP. You can still do transfer assistance, which only can happen with a public housing agency. So, it puts us at a tremendous advantage over anybody else submitting a tax credit app, unless you're another public housing agency that knows how to do that. And no one knows how to do that, but us at this point, no one's ever done it, but us at this point.
- This is what the community needs. It's a historic building as well. You can see that it'd be wonderful to get this thing renovated. It's also down in an area that they're trying to grow, which is REO Town. You know, having a brand-new building down there with

50ish units not sure of the exact amount. We also need to make the decision on will it be a senior building or not. It could become a VASH building.

Do we have a motion to let Doug negotiate with these individuals? Commissioner Barker motioned and Commissioner Hall seconded to approve. **The Motion was approved by all members present.**

**Executive Directors Comments:**

- The Boys and Girls Club South and Boys and Girls Club North is coming to fruition. We're working with them on a variety of different things, including helping them with some cost of renovating some of the rooms, some computers, some of that kind of stuff, the stuff that Steve talked about earlier, where some of this development money and investment interest is going to that we could never do this. We don't get funding from HUD to do this. This is our own dollars that we're using to support this that ultimately will support not just the kids in our community up there either but it also supports the neighborhood so we're not limiting the Boys and Girls club to the Hildebrandt residences I mean if they're in the north and they want to come over there they'll be able to they'll be able to do that so we're really excited about that. Their board is going to tour Hildebrandt on July 24<sup>th</sup>. I will be speaking there for a minute. We are going to contribute \$5,000 so they can get the things needed to start.
- The next thing is the Head Start. We finally found a person to have a meeting with to get Head Start back into Waverly Place. We're pretty sure that we're working towards a couple agreements. They're waiting for the budget and the administration to see exactly what they're going to have and how much money they'll have and some of these grants that they operate on at the federal level, what they're going to get and not get before they make a final decision. But I think we'll have them back at least in one of our buildings and hopefully in Waverly Pace and in LeRoy Froh. We'll have head start back there, which is a tremendous advantage. In addition to that they also have now a parent's program that runs simultaneously to the kids' program. So moms and dads or both can come in and they give them some financial education and some other stuff while the kid is at Head Start they have a separate program that they can be running at the same time So it's really kind of an additional thing that I really want to see on the property I think great you have it on there and then because they're there they can do we have people now Toivo I think was in here you met him he can do some of the



outreach to our people to get people in there originally and then reach out to the parents and say hey, you know we have the secondary part of this too that you can participate in as well. And that's the part we've been missing we've been bringing vendors on the property and Vic has worked hard to improve this.

- Construction update, we're doing pretty good. Everything is going good.
- The NAHRO Phoenix is coming up on September 28 through October 1.
- The garage and this building update. We have begun to engage the city on the stuff we need to do in order to build the garage. We have made a lot of progress. We are going to put two or three EVs on the corner, so we had to have some new designs done by the electrical engineers. They are wrapping that part up. I am hoping September we will be under construction.

**President's Comments:**

**Other Items:** None

**Other Activities:**

**Other Business:**

**Adjournment:** The meeting was adjourned at 6:44 p.m.

  
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Emma Henry Board Chair

Date 8/27/2025

  
\_\_\_\_\_  
Doug Fleming, Acting Secretary

Date 8/27/2025

Lansing Housing Commission  
Summary Results YTD for July FY2026

Description	LIPH Total	COCC	HCV Admin	HCV	MSHDA	BA	CCPM
<b>REVENUE:</b>							
Total Revenue Variance - Fav (Unfav)	3,000	(1,047)	(24,466)	41,237	(4,720)	(36,630)	5,480
Tenant Revenue Variance	(116)	-	-	-	-	770	-
HUD Revenue Variance	4,925	9,147	(24,330)	40,448	-	-	-
Capital Fund Income	(3,850)	-	-	-	-	-	-
Other Income	2,041	(10,194)	(136)	789	(4,720)	(37,400)	5,480
<b>Other</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
Budgeted Revenue	652,575	203,402	150,675	1,550,330	21,700	39,075	-
% Variance fav (unfav)	0%	-1%	-16%	3%	-22%	-94%	#DIV/0!
<b>EXPENSES:</b>							
Total Expense Variance Unfav (Fav)	(15,533)	(7,181)	8,233	(47,192)	1,390	(34,477)	8,638
Salary Expenses	191	594	7,657	-	120	(3,410)	468
Employee Benefit Expenses	1,363	289	5,661	-	2,070	773	9,189
Utilities	2,949	947	-	-	-	4	-
Write-offs	(1,457)	-	-	-	-	-	-
Legal	(335)	(1,500)	-	-	-	-	-
Professional Services	(4,703)	(3,400)	(17,579)	-	-	(3,338)	(990)
Admin Services	-	-	-	-	-	(27,858)	-
Insurance	1,680	775	5,185	-	-	(34)	2,228
Sundry/Postage/Office Supplies	(1,252)	(1,200)	1,566	-	-	(15)	(318)
Management Fee	(64)	-	9,219	-	-	-	-
HAP Expense	-	-	-	(47,192)	-	-	-
Staff Training and Travel	146	(5,354)	-	-	-	-	-
Inspections/Pilot	(161)	-	646	-	-	-	-
Maintenance Costs	(12,358)	(1,000)	192	-	-	-	716
Technology/Software/Hardware	(317)	(1,154)	1,171	-	-	-	177
<b>Other</b>	<b>(1,216)</b>	<b>3,822</b>	<b>(5,485)</b>	<b>-</b>	<b>(800)</b>	<b>(601)</b>	<b>(2,831)</b>
Budgeted Expense	216,807	37,207	133,671	1,550,000	17,803	43,197	41,716
% Variance fav (unfav)	7%	19%	-6%	3%	-8%	80%	-21%
Gain(Loss) on Sale of Assets							
YTD Actual Net Income (Loss) Net of CWIP	\$ 454,301	\$ 172,330	\$ (15,695)	\$ 88,759	\$ (2,214)	\$ (6,274)	\$ (44,874)
YTD Budgeted Net Income (Loss)	\$ 435,768	\$ 166,195	\$ 17,004	\$ 330	\$ 3,897	\$ (4,122)	\$ (41,716)
Prior YR YTD Net Income (Loss)	\$ 18,394	\$ 7,133	\$ 58,080	\$ 25,224	\$ -	\$ 61,849	\$ (42,528)

Lansing Housing Commission  
 Budget vs. Actual  
 Mt. Vernon  
 For the Period Ending July 31, 2025

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 1,399	\$ -	\$ 1,399	\$ 1,067	\$ -	\$ -
Tenant Revenue - Other	-	-	-	-	-	-
<b>Total Tenant Revenue</b>	<b>\$ 1,399</b>	<b>\$ -</b>	<b>\$ 1,399</b>	<b>\$ 1,067</b>	<b>\$ -</b>	<b>\$ -</b>
HUD PHA Operating Grants	16,838	-	16,838	28,488	-	-
CFP Operational Income	5,000	-	5,000	-	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	872	-	872	1,072	-	-
<b>Total Operating Revenue</b>	<b>\$ 24,109</b>	<b>\$ -</b>	<b>\$ 24,109</b>	<b>\$ 30,627</b>	<b>\$ -</b>	<b>\$ -</b>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	5,127	-	5,127	113	-	-
Bookkeeping Fees	15	-	15	15	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	21	-	21	-	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	-	-	-	126	-	-
Ordinary Maintenance and Operations - Contracts	-	-	-	228	-	-
Employee Benefits Contributions - Ordinary	8	-	8	1,425	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	82	-	82	260	-	-
Liability Insurance	16	-	16	103	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	-	-	-	1,925	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	140	-	140	107	-	-
Bad debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 5,409</b>	<b>\$ -</b>	<b>\$ 5,409</b>	<b>\$ 4,302</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Income (Loss)</b>	<b>\$ 18,700</b>	<b>\$ -</b>	<b>\$ 18,700</b>	<b>\$ 26,325</b>	<b>\$ -</b>	<b>\$ -</b>

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

	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Prior YTD Actual</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
Tenant Rental Revenue	\$ 7,397	\$ 10,614	\$ (3,217)	\$ 7,309	\$ 127,368	\$ 116,754
Tenant Revenue - Other	781	250	531	150	3,720	3,470
<b>Total Tenant Revenue</b>	<b>\$ 8,178</b>	<b>\$ 10,864</b>	<b>\$ (2,686)</b>	<b>\$ 7,459</b>	<b>\$ 131,088</b>	<b>\$ 120,224</b>
HUD PHA Operating Grants	43,613	79,611	(35,998)	28,488	729,510	649,899
CFP Operational Income	544,000	3,850	540,150	-	708,200	704,350
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	389	1,250	(861)	8,439	15,000	13,750
<b>Total Operating Revenue</b>	<b>\$ 596,179</b>	<b>\$ 95,575</b>	<b>\$ 500,604</b>	<b>\$ 44,386</b>	<b>\$ 1,583,798</b>	<b>\$ 1,488,223</b>
Administrative Salaries	\$ 9,065	\$ 9,059	\$ 6	\$ 5,233	\$ 132,552	\$ 123,493
Auditing Fees	-	-	-	-	22,909	22,909
Management Fees	149,308	3,626	145,682	2,819	202,516	198,890
Bookkeeping Fees	390	3,626	(3,236)	375	202,516	198,890
Employee Benefits Contributions - Admin	6,534	2,506	4,028	2,582	32,814	30,308
Office Expenses	980	3,725	(2,745)	965	70,950	67,225
Legal	(335)	-	(335)	(7,141)	8,000	8,000
Travel	146	-	146	-	4,690	4,690
Other	(600)	-	(600)	51	2,650	2,650
Tenant Services - Other	-	125	(125)	-	1,500	1,375
Water	7,263	5,100	2,163	4,966	43,650	38,550
Electricity	1,231	1,100	131	1,089	9,500	8,400
Gas	1,454	800	654	835	26,100	25,300
Other Utilities Expense	-	-	-	-	1,000	1,000
Ordinary Maintenance and Operations - Labor	5,115	4,929	185	4,097	70,163	65,233
Ordinary Maintenance and Operations - Material	-	3,325	(3,325)	3,305	42,150	38,825
Ordinary Maintenance and Operations - Contract	1,682	10,715	(9,033)	56,504	139,580	128,865
Employee Benefits Contributions - Ordinary	(9)	2,678	(2,687)	2,732	34,405	31,726
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	2,034	2,166	(132)	1,810	28,156	25,990
Liability Insurance	1,267	1,025	242	604	13,326	12,301
Workers Compensation	1,114	-	1,114	-	-	-
All Other Insurance	480	480	0	85	9,242	8,762
Other General Expenses	-	4,703	(4,703)	6,446	162,788	158,085
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	(261)	255	(516)	42	3,538	3,283
Bad debt - Tenant Rents	57	1,061	(1,004)	-	12,737	11,675
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 186,916</b>	<b>\$ 61,006</b>	<b>\$ 125,910</b>	<b>\$ 87,400</b>	<b>\$ 1,277,431</b>	<b>\$ 1,216,426</b>
<b>Net Income (Loss)</b>	<b>\$ 409,264</b>	<b>\$ 34,569</b>	<b>\$ 374,695</b>	<b>\$ (43,014)</b>	<b>\$ 306,367</b>	<b>\$ 271,797</b>

Lansing Housing Commission

Budget vs. Actual

LaRoy Froh

For the Period Ending July 31, 2025

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 1,702	\$ -	\$ 1,702	\$ 2,324	\$ -	\$ -
Tenant Revenue - Other	50	-	50	25	-	-
<b>Total Tenant Revenue</b>	<b>\$ 1,752</b>	<b>\$ -</b>	<b>\$ 1,752</b>	<b>\$ 2,349</b>	<b>\$ -</b>	<b>\$ -</b>
HUD PHA Operating Grants	22,481	-	22,481	38,533	-	-
CFP Operational Income	8,000	-	8,000	-	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	803	-	803	1,667	-	-
<b>Total Operating Revenue</b>	<b>\$ 33,036</b>	<b>\$ -</b>	<b>\$ 33,036</b>	<b>\$ 42,549</b>	<b>\$ -</b>	<b>\$ -</b>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	8,127	-	8,127	282	-	-
Bookkeeping Fees	15	-	15	38	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	71	-	71	-	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	600	-	600	45	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Materi	-	-	-	2,139	-	-
Ordinary Maintenance and Operations - Contrac	-	-	-	555	-	-
Employee Benefits Contributions - Ordinary	8	-	8	2,597	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	214	-	214	122	-	-
Liability Insurance	40	-	40	80	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	-	-	-	1,925	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	155	-	155	232	-	-
Bad debt - Tenant Rents	148	-	148	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 9,378</b>	<b>\$ -</b>	<b>\$ 9,378</b>	<b>\$ 8,016</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Income (Loss)</b>	<b>\$ 23,658</b>	<b>\$ -</b>	<b>\$ 23,658</b>	<b>\$ 34,533</b>	<b>\$ -</b>	<b>\$ -</b>

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

	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Prior YTD Actual</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
Tenant Rental Revenue	\$ -	\$ -	\$ -	\$ (650)	\$ -	\$ -
Tenant Revenue - Other	-	-	-	-	-	-
<b>Total Tenant Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (650)</b>	<b>\$ -</b>	<b>\$ -</b>
HUD PHA Operating Grants	1,604	-	1,604	3,539	-	-
CFP Operational Income	-	-	-	-	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	647	-	647	171	-	-
<b>Total Operating Revenue</b>	<b>\$ 2,251</b>	<b>\$ -</b>	<b>\$ 2,251</b>	<b>\$ 3,060</b>	<b>\$ -</b>	<b>\$ -</b>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	-	-	-	113	-	-
Bookkeeping Fees	-	-	-	15	-	-
Employee Benefits Contributions - Admin	2	-	2	-	-	-
Office Expenses	-	-	-	47	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Materi	-	-	-	39	-	-
Ordinary Maintenance and Operations - Contrac	-	-	-	160	-	-
Employee Benefits Contributions - Ordinary	4	-	4	276	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	90	-	90	-	-	-
Liability Insurance	16	-	16	-	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	-	-	-	1,925	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	60	-	60	(65)	-	-
Bad debt - Tenant Rents	(600)	-	(600)	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ (428)</b>	<b>\$ -</b>	<b>\$ (428)</b>	<b>\$ 2,509</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Income (Loss)</b>	<b>\$ 2,679</b>	<b>\$ -</b>	<b>\$ 2,679</b>	<b>\$ 550</b>	<b>\$ -</b>	<b>\$ -</b>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 10,498	\$ 10,614	\$ (116)	\$ 10,050	\$ 127,368	\$ 116,754
Tenant Revenue - Other	831	250	581	175	3,720	3,470
<b>Total Tenant Revenue</b>	<b>\$ 11,329</b>	<b>\$ 10,864</b>	<b>\$ 465</b>	<b>\$ 10,225</b>	<b>\$ 131,088</b>	<b>\$ 120,224</b>
HUD PHA Operating Grants	84,536	79,611	4,925	99,048	729,510	649,899
CFP Operational Income	557,000	3,850	553,150	-	708,200	704,350
Fraud Recovery and Other	2,711	1,250	1,461	11,348	15,000	13,750
<b>Total Operating Revenue</b>	<b>\$ 655,575</b>	<b>\$ 95,575</b>	<b>\$ 560,000</b>	<b>\$ 120,621</b>	<b>\$ 1,583,798</b>	<b>\$ 1,488,223</b>
Administrative Salaries	\$ 9,065	\$ 9,059	\$ 6	\$ 5,233	\$ 132,552	\$ 123,493
Auditing Fees	-	-	-	-	22,909	22,909
Management Fees	162,562	3,626	158,936	3,327	202,516	198,890
Bookkeeping Fees	420	3,626	(3,206)	443	202,516	198,890
Employee Benefits Contributions - Administrative	6,536	2,506	4,030	2,582	32,814	30,308
Office Expenses	1,072	3,725	(2,653)	1,011	70,950	67,225
Legal Expense	(335)	-	(335)	(7,141)	8,000	8,000
Travel	146	-	146	-	4,690	4,690
Other	-	-	-	96	2,650	2,650
Tenant Services - Other	-	125	(125)	-	1,500	1,375
Water	7,263	5,100	2,163	4,966	43,650	38,550
Electricity	1,231	1,100	131	1,089	9,500	8,400
Gas	1,454	800	654	835	26,100	25,300
Other Utilities Expense	-	-	-	-	1,000	1,000
Ordinary Maintenance and Operations - Labor	5,115	4,929	185	4,097	70,163	65,233
Ordinary Maintenance and Operations - Material	-	3,325	(3,325)	5,609	42,150	38,825
Ordinary Maintenance and Operations - Contractual	1,682	10,715	(9,033)	57,447	139,580	128,865
Employee Benefits Contributions - Ordinary	12	2,678	(2,667)	7,030	34,405	31,726
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	2,419	2,166	254	2,192	28,156	25,990
Liability Insurance	1,338	1,025	313	787	13,326	12,301
Workers Compensation	1,114	-	1,114	-	-	-
All Other Insurance	480	480	0	85	9,242	8,762
Other General Expenses	-	4,703	(4,703)	12,221	162,788	158,085
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	94	255	(161)	316	3,538	3,283
Bad debt - Tenant Rents	(395)	1,061	(1,457)	-	12,737	11,675
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 201,274</b>	<b>\$ 61,006</b>	<b>\$ 140,268</b>	<b>\$ 102,227</b>	<b>\$ 1,277,431</b>	<b>\$ 1,216,426</b>
<b>Net Income (Loss)</b>	<b>\$ 454,301</b>	<b>\$ 34,569</b>	<b>\$ 419,732</b>	<b>\$ 18,394</b>	<b>\$ 306,367</b>	<b>\$ 271,797</b>

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

	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Prior YTD Actual</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
Management Fees Income	\$ 187,796	\$ 33,726	\$ 154,070	\$ 41,884	\$ 563,716	\$ 529,990
Bookkeeping Fees Income	14,505	428	14,078	443	5,130	4,703
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	54	10,248	(10,194)	26	232,976	222,728
<b>Total Operating Revenue</b>	<b>\$ 202,355</b>	<b>\$ 44,402</b>	<b>\$ 157,953</b>	<b>\$ 42,353</b>	<b>\$ 801,822</b>	<b>\$ 757,420</b>
Administrative Salaries	\$ 11,590	\$ 10,997	\$ 594	\$ 1,941	\$ 160,376	\$ 149,379
Auditing Fees	-	-	-	-	8,727	8,727
Employee Benefits Contributions - Admin	2,338	2,050	289	4,455	28,408	26,359
Office Expenses	4,159	8,243	(4,084)	2,821	137,569	129,326
Legal	-	1,500	(1,500)	6,702	18,000	16,500
Travel	146	500	(354)	971	38,700	38,200
Other	752	200	552	1,102	32,750	32,550
Tenant Services - Other	-	-	-	-	-	-
Water	631	200	431	199	4,850	4,650
Electricity	1,383	1,100	283	1,123	14,000	12,900
Gas	233	10	223	85	5,085	5,075
Other Utilities Expense	85	75	10	-	8,400	8,325
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	338	190	148	2,294	2,437	2,247
Ordinary Maintenance and Operations - Contracts	4,827	5,975	(1,148)	10,168	78,360	72,385
Employee Benefits Contributions - Ordinary	-	-	-	-	-	-
Protective Services - Other Contract Costs	-	150	(150)	-	750	600
Property Insurance	412	414	(2)	334	5,380	4,966
Liability Insurance	230	196	33	78	2,549	2,353
Workers Compensation	743	-	743	-	-	-
All Other Insurance	45	45	0	-	540	495
Other General Expenses	2,113	5,363	(3,250)	2,945	103,472	98,110
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 30,025</b>	<b>\$ 37,207</b>	<b>\$ (7,181)</b>	<b>\$ 35,219</b>	<b>\$ 650,353</b>	<b>\$ 613,146</b>
<b>Net Income (Loss)</b>	<b>\$ 172,330</b>	<b>\$ 7,195</b>	<b>\$ 165,135</b>	<b>\$ 7,133</b>	<b>\$ 151,469</b>	<b>\$ 144,274</b>

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

	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Prior YTD Actual</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
HUD PHA Operating Grants	\$ 1,716,618	\$ 150,500	\$ 1,566,118	\$ 1,733,737	\$ 1,806,000	\$ 1,655,500
Other Revenue	39	-	39	40,129	-	-
Fraud Recovery and Other	1,119	175	944	1,104	2,100	1,925
<b>Total Operating Revenue</b>	<b>\$ 1,717,776</b>	<b>\$ 150,675</b>	<b>\$ 1,567,101</b>	<b>\$ 1,774,970</b>	<b>\$ 1,808,100</b>	<b>\$ 1,657,425</b>
Administrative Salaries	\$ 53,542	\$ 46,143	\$ 7,399	\$ 70,516	\$ 665,497	\$ 619,353
Auditing Fees	-	-	-	-	24,909	24,909
Management Fees	25,234	30,100	(4,866)	38,557	361,200	331,100
Bookkeeping Fees	14,085	-	14,085	-	-	-
Employee Benefits Contributions - Admin	26,283	20,622	5,661	25,283	264,269	243,648
Office Expenses	12,405	14,965	(2,560)	11,159	315,215	300,249
Legal Expense	-	-	-	-	-	-
Travel	-	-	-	-	9,550	9,550
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	259	200	59	-	2,400	2,200
Ordinary Maintenance and Operations - Materials	241	250	(9)	-	4,250	4,000
Ordinary Maintenance and Operations - Contract	860	-	860	1,491	-	-
Protective services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	2,987	3,000	(13)	2,490	39,000	36,000
Workers Compensation	5,198	-	5,198	-	-	-
All Other Insurance	114	115	(1)	82	8,484	8,369
Other General Expenses	697	18,275	(17,579)	25,333	113,206	94,930
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	1,502,808	-	1,502,808	1,516,755	-	-
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 1,644,713</b>	<b>\$ 133,671</b>	<b>\$ 1,511,042</b>	<b>\$ 1,691,666</b>	<b>\$ 1,807,979</b>	<b>\$ 1,674,308</b>
<b>Net Income (Loss)</b>	<b>\$ 73,064</b>	<b>\$ 17,004</b>	<b>\$ 56,060</b>	<b>\$ 83,304</b>	<b>\$ 121</b>	<b>\$ (16,883)</b>

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

	Period Amount	Balance
<b>ASSETS</b>		
1010-0000-111102 Cash-Security Deposits	-	45.00
1010-0000-111111 Chase Checking	413,417.65	799,067.53
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	(394,860.80)	(587,827.72)
1010-0000-116201 Investments Savings	-	-
1010-0000-116202 Investments Savings - Unrestricted	-	-
1010-0000-121100 Prepaid Insurance	(97.60)	97.57
1010-0000-140000 Land	-	-
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	-	(116,245.85)
1010-1010-148100 Accumulated Depreciation-Build	-	-
1010-1010-148300 Accumulated Depreciation-Equip	-	-
1010-0000-150300 Deferred Outflow - MERS	-	7,461.00
1010-0000-150301 Deferred Outflows-OPEB	-	970.00
<b>TOTAL ASSETS</b>	<b>18,459.25</b>	<b>239,777.37</b>
<b>LIABILITIES</b>		
1010-0000-200000 OPEB Liability	-	(27,851.00)
1010-0000-200300 Pension Liability	-	62,707.00
1010-0000-210000 Construction Costs Payable	-	-
1010-0000-211100 Accounts Payable	-	-
1010-0000-211343 Accounts Payable Misc	(380.76)	-
1010-0000-211400 Tenant Security Deposits	-	45.00
1010-0000-211999 Tenant Refunds	-	-
1010-0000-212000 Accrued Payroll	-	-
1010-0000-213400 Utility Accrual	-	-
1010-0000-213500 Accrued Comp Absences - Curr	-	-
1010-0000-213700 Payment in Lieu of Taxes	139.85	1,725.70
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	-	(55,924.00)
1010-0000-210001 Deferred Inflows - OPEB	-	4,593.00
1010-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(240.91)</b>	<b>(14,704.30)</b>
<b>EQUITY</b>		
1010-0000-280100 Invest C	-	2,433,904.00
1010-0000-280400 Restricted Net Assets	-	23,439.00
1010-0000-280500 Unrestricted Net Assets	-	(2,917,926.56)
1010-0000-282000 Income and Expense Clearing	18,700.16	(1,302,435.66)
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>18,700.16</b>	<b>254,481.67</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>18,459.25</b>	<b>239,777.37</b>

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

	Period	Amount	Balance
<b>ASSETS</b>			
1020-0000-111102 Cash-Security Deposits		-	8,446.00
1020-0000-111111 Chase Checking		(940.79)	330,712.74
1020-0000-112200 Accounts Receivable		567.75	3,997.79
1020-0000-112201 Allowance for Doubtful Accounts		(57.00)	(400.00)
1020-0000-112220 A/R Repayment Agreement		(75.00)	149.00
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		397,614.25	441,643.89
1020-0000-116201 Investments Savings		-	-
1020-0000-116202 Investments Savings - Unrestricted		-	-
1020-0000-121100 Prepaid Insurance		(3,780.69)	3,780.68
1020-0000-140000 Land		-	51,041.11
1020-0000-144000 Construction in Progress		-	-
1020-3000-144000 Construction in Progress		-	-
1020-0000-146000 Dwelling Structures		-	2,856,703.87
1020-1020-146000 Dwelling Structures		-	-
1020-0000-146500 Dwelling Equipment - Ranges &		-	261,226.80
1020-1020-146500 Dwelling Equipment - Ranges &		-	-
1020-0000-148100 Accumulated Depreciation-Build		-	(1,373,732.34)
1020-1020-148100 Accumulated Depreciation-Build		-	-
1020-1020-148300 Accumulated Depreciation-Equip		-	-
1020-0000-150300 Deferred Outflow - MERS		-	15,835.00
1020-0000-150301 Deferred Outflows-OPEB		-	1,735.00
<b>TOTAL ASSETS</b>		<b>393,328.52</b>	<b>2,601,139.54</b>
<b>LIABILITIES</b>			
1020-0000-200000 OPEB Liability		-	(49,837.00)
1020-0000-200300 Pension Liability		-	143,234.00
1020-0000-210000 Construction Costs Payable		-	-
1020-0000-211100 Accounts Payable		-	-
1020-0000-211343 Accounts Payable Misc		(15,125.79)	-
1020-0000-211400 Tenant Security Deposits		-	8,446.00
1020-0000-211999 Tenant Refunds		(548.70)	1,346.13
1020-0000-211998 Deferred Income		-	-
1020-0000-212000 Accrued Payroll		-	4,624.20
1020-0000-213400 Utility Accrual		-	16,121.00
1020-0000-213500 Accrued Comp Absences - Curr		-	1,987.51
1020-0000-213700 Payment in Lieu of Taxes		(260.88)	(585.98)
1020-0000-214000 Accrued Comp Absences - non curr		-	24,341.48
1020-0000-260600 Note Payable Non Curr - PNC		-	-
1020-0000-260601 Note Payable - Curr - PNC		-	-
1020-0000-210000 Deferred Inflow - MERS		-	(126,753.00)
1020-0000-210001 Deferred Inflows - OPEB		-	8,219.00
1020-0000-270000 Deferred Inflows		-	-
<b>TOTAL LIABILITIES</b>		<b>(15,935.37)</b>	<b>31,143.34</b>
<b>EQUITY</b>			
1020-0000-280100 Invest C		-	3,764,889.00
1020-0000-280400 Restricted Net Assets		-	41,943.00
1020-0000-280500 Unrestricted Net Assets		-	(9,855,017.61)
1020-0000-282000 Income and Expense Clearing		409,263.89	1,936,559.33
1020-1020-282000 Income and Expense Clearing		-	(181,072.00)
1020-2010-282000 Income and Expense Clearing		-	(56.25)
1020-3000-282000 Income and Expense Clearing		-	6,862,750.73
<b>TOTAL EQUITY</b>		<b>409,263.89</b>	<b>2,569,996.20</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>393,328.52</b>	<b>2,601,139.54</b>

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

	Period	Amount	Balance
<b>ASSETS</b>			
1080-0000-111102 Cash-Security Deposits		-	74.00
1080-0000-111111 Chase Checking		96.88	699,750.62
1080-0000-112200 Accounts Receivable		1,488.00	3,719.00
1080-0000-112201 Allowance for Doubtful Accounts		(147.90)	(371.00)
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		22,256.24	(352,330.77)
1080-0000-116201 Investments Savings		-	-
1080-0000-116202 Investments Savings - Unrestricted		-	-
1080-0000-121100 Prepaid Insurance		(253.35)	253.32
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		-	(77,710.94)
1080-1080-148100 Accumulated Depreciation-Build		-	-
1080-0000-150300 Deferred Outflow - MERS		-	15,835.00
1080-0000-150301 Deferred Outflows-OPEB		-	970.00
<b>TOTAL ASSETS</b>		<b>23,439.87</b>	<b>381,115.25</b>
<b>LIABILITIES</b>			
1080-0000-200000 OPEB Liability		-	(27,851.00)
1080-0000-200300 Pension Liability		-	143,234.00
1080-0000-210000 Construction Costs Payable		-	-
1080-0000-211100 Accounts Payable		-	-
1080-0000-211343 Accounts Payable Misc		(309.76)	-
1080-0000-211400 Tenant Security Deposits		-	74.00
1080-0000-211999 Tenant Refunds		(64.00)	-
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		155.41	1,232.19
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		-	(126,754.00)
1080-0000-210001 Deferred Inflows - OPEB		-	4,593.00
<b>TOTAL LIABILITIES</b>		<b>(218.35)</b>	<b>(5,471.81)</b>
<b>EQUITY</b>			
1080-0000-280100 Invest C		-	4,031,104.00
1080-0000-280400 Restricted Net Assets		-	23,439.00
1080-0000-280500 Unrestricted Net Assets			(11,400,325.88)
1080-0000-282000 Income and Expense Clearing		23,658.22	5,905,335.22
1080-1080-282000 Income and Expense Clearing		-	(96,075.00)
1080-2010-282000 Income and Expense Clearing		-	(56.25)
1080-3000-282000 Income and Expense Clearing		-	1,923,165.97
<b>TOTAL EQUITY</b>		<b>23,658.22</b>	<b>386,587.06</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>23,439.87</b>	<b>381,115.25</b>

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

	Period	Amount	Balance
<b>ASSETS</b>			
1090-0000-111102 Cash-Security Deposits		-	-
1090-0000-111111 Chase Checking		647.22	565,221.44
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		2,197.67	(161,639.89)
1090-0000-116201 Investments Savings		-	-
1090-0000-116202 Investments Savings - Unrestricted		-	-
1090-0000-121100 Prepaid Insurance		(105.72)	105.62
1090-0000-140000 Land		-	-
1090-0000-144000 Construction in Progress		-	-
1090-3000-144000 Construction in Progress		-	-
1090-0000-146000 Dwelling Structures		-	-
1090-1090-146000 Dwelling Structures		-	-
1090-0000-146500 Dwelling Equipment - Ranges &		-	-
1090-0000-147000 Nondwellin Structures		-	-
1090-0000-148100 Accumulated Depreciation-Build		-	-
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>2,739.17</b>	<b>407,973.17</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		60.00	(942.52)
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>60.00</b>	<b>(30,078.52)</b>
<b>EQUITY</b>			
1090-0000-280100 Invest C		-	3,083,846.00
1090-0000-280400 Restricted Net Assets		-	39,477.00
1090-0000-280500 Unrestricted Net Assets		-	(661,823.62)
1090-0000-282000 Income and Expense Clearing		2,679.17	(6,044,136.83)
1090-1090-282000 Income and Expense Clearing		-	(19,923.00)
1090-2010-282000 Income and Expense Clearing		-	(75.00)
1090-3000-282000 Income and Expense Clearing		-	4,040,687.14
<b>TOTAL EQUITY</b>		<b>2,679.17</b>	<b>438,051.69</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>2,739.17</b>	<b>407,973.17</b>

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

	<b>Period Amount</b>	<b>Balance</b>
<b>ASSETS</b>		
5005-0000-111101 General Fund Checking		
5005-0000-111105 LHC-Payroll Account	(2,605.82)	57,023.48
5005-0000-111111 Chase Checking	(684,050.13)	123,152.30
5005-0000-112200 Accounts Receivable	-	-
5005-0000-112500 Accounts Receivable HUD	-	-
5005-0000-112954 Accounts Receivables-Misc	-	-
5005-1010-115700 Intercompany	394,860.80	587,827.72
5005-1020-115700 Intercompany	(397,614.25)	(441,643.89)
5005-1080-115700 Intercompany	(22,256.24)	352,330.77
5005-1090-115700 Intercompany	(2,197.67)	161,639.89
5005-4001-115700 Intercompany	21,128.88	(360,564.94)
5005-4002-115700 Intercompany	46,028.75	323,172.53
5005-4003-115700 Intercompany	19,294.78	(14,862.70)
5005-8001-115700 Intercompany	36,730.37	27,274.40
5005-8002-115700 Intercompany	(189,500.48)	(17,569.50)
5005-8003-115700 Intercompany	(16,980.00)	(16,980.00)
5005-8005-115700 Intercompany	(1,994.82)	(7,022.80)
5005-8010-115700 Intercompany	(81,291.50)	176,640.53
5005-8020-115700 Intercompany		
5005-8021-115700 Intercompany	3,971.45	10,523.45
5005-9101-115700 Intercompany		
5005-0000-116202 Investments Savings - Unrestricted	1,039,000.00	1,039,000.00
5005-0000-121100 Prepaid Insurance	(687.25)	687.25
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	-	(972,457.64)
5005-0000-150102 Investment in OG	-	411,617.62
5005-0000-150300 Deferred Outflow - MERS	-	7,917.00
5005-0000-150301 Deferred Outflows-OPEB	-	-
<b>TOTAL ASSETS</b>	<b>161,836.87</b>	<b>2,951,185.25</b>
<b>LIABILITIES</b>		
5005-0000-200000 OPEB Liability	-	
5005-0000-200300 Pension Liability	-	71,619.00
5005-0000-210000 Construction Costs Payable	-	-
5005-0000-211100 Accounts Payable	-	-
5005-0000-211711 Aaetna 457 Payable	(7,367.34)	-
5005-0000-211343 Accounts Payable Misc	(3,125.40)	-
5005-0000-211703 Union Dues Payable	-	-
5005-0000-211704 Health Insurance W/H	-	-
5005-0000-211998 Deferred Income	-	-
5005-0000-212000 Accrued Payroll	-	3,795.22
5005-0000-213400 Utility Accrual	-	3,928.00
5005-0000-213500 Accrued Comp Absences - Curr	-	1,478.27
5005-0000-214000 Accrued Comp Absences - non curr	-	8,376.87
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	-	(63,376.00)
5005-0000-210001 Deferred Inflows - OPEB	-	-
5005-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(10,492.74)</b>	<b>25,821.36</b>
<b>EQUITY</b>		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	131,933.99
5005-0000-282000 Income and Expense Clearing	172,329.61	2,793,597.49
5005-1010-282000 Income and Expense Clearing	-	(8,851.35)
5005-1020-282000 Income and Expense Clearing	-	(346.39)
5005-1080-282000 Income and Expense Clearing	-	(11,978.91)
5005-1090-282000 Income and Expense Clearing	-	(7,539.23)
5005-3000-282000 Income and Expense Clearing	-	(233,906.71)
<b>TOTAL EQUITY</b>	<b>172,329.61</b>	<b>2,925,363.89</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>161,836.87</b>	<b>2,951,185.25</b>

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

	<b>Period Amount</b>	<b>Balance</b>
<b>ASSETS</b>		
8001-0000-111111 Chase Checking	17,019.26	45,787.77
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	(100,741.56)	570,790.27
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	(36,730.37)	(27,274.40)
8002-5005-115700 Intercompany	189,500.48	17,569.50
8001-0000-121100 Prepaid Insurance	(3,101.35)	3,101.36
8001-2010-144000 Construction in Progress	-	-
8001-0000-146500 Dwelling Equipment - Ranges &	-	79,412.57
8001-0000-148100 Accumulated Depreciation-Build	-	(54,870.65)
8002-0000-148100 Accumulated Depreciation-Build	-	-
8001-0000-150300 Deferred Outflow - MERS	-	5,938.00
8001-0000-150301 Deferred Outflows-OPEB	-	1,532.00
<b>TOTAL ASSETS</b>	<b>65,946.46</b>	<b>641,986.42</b>
<b>LIABILITIES</b>		
8001-0000-200000 OPEB Liability	-	(43,975.00)
8001-0000-200300 Pension Liability	-	53,713.00
8001-0000-210000 Construction Costs Payable	-	-
8001-0000-211100 Accounts Payable	-	-
8002-0000-211100 Accounts Payable	-	-
8002-8002-211100 Accounts Payable	-	-
8001-0000-211343 Accounts Payable Misc	(7,117.37)	-
8001-2010-211998 Deferred Income	-	-
8001-0000-212000 Accrued Payroll	-	17,891.03
8001-0000-213400 Utility Accrual	-	-
8001-0000-213500 Accrued Comp Absences - Curr	-	5,064.21
8001-0000-214000 Accrued Comp Absences - non curr	-	28,697.19
8001-0000-210000 Deferred Inflow - MERS	-	(47,533.00)
8001-0000-210001 Deferred Inflows - OPEB	-	7,253.00
8001-0000-270000 Deferred Inflows	-	-
<b>TOTAL LIABILITIES</b>	<b>(7,117.37)</b>	<b>21,110.43</b>
<b>EQUITY</b>		
8001-0000-280500 Unrestricted Net Assets	-	(348,938.86)
8001-0000-280400 Restricted Net Assets	-	37,009.00
8001-0000-282000 Income and Expense Clearing	(15,695.09)	347,615.00
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	88,758.92	115,455,072.03
8002-8002-282000 Income and Expense Clearing	-	(115,475,991.26)
<b>TOTAL EQUITY</b>	<b>73,063.83</b>	<b>620,875.99</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>65,946.46</b>	<b>641,986.42</b>

August 27, 2025

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**

**July 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 76 participants.

**HCV Orientations:**

LHC issued twenty-eight (28) vouchers in the month of July.

One (1) VASH orientation was held in the month of July 2025, and three (3) vouchers were issued with the assistance of community partners. There are currently an additional nineteen (19) vouchers issued and out searching or pending inspection and seven (7) applications in process.

**Waiting List:**

Sixty-three (63) applications were mailed out in the month of July. Thirty-seven (37) households are out searching for units in the regular HCV Program, sixty-five (65) applicants are pending documentation or final approval, six (6) units are approved pending inspection and/or pending lease-up.

**Department Initiatives:**

In the HCV Program, there are currently 2027 vouchers housed in all its programs. 47 participants are with the Shelter Plus Care Program (S+C), 63 are housed under the Permanent Supportive Housing Program (PSH), 14 are housed under the Emergency Housing Voucher Program (EHV), 144 are housed under the HUD-Veterans Affairs

Supportive Housing (VASH), 34 at Waverly Place, 32 are housed at Hildebrandt Park, 36 at LaRoy Froh, 8 are housed at Woodward Way, 9 are housed under the Holy Cross Permanent Supportive Housing (HCPSH), 216 housed under Section 18, 25 housed at Oliver Gardens (OG), 30 are housed at Stadium North (SN), 20 are housed at Walter French and 1,449 are housed under the Housing Choice Voucher Program.

#### **Voucher Utilization**

June Voucher Program Total Units	2229
June Traditional HCV Utilization	1873
June % Utilized Units	84%

July Voucher Program Total Units	2229
July Traditional HCV Utilization	1908
July % Utilized Units	86%

#### **Voucher Disbursement**

HUD June HAP Disbursement	\$1,591,443
LHC June HAP/UAP Disbursement	\$1,466,902
% Voucher Funding Utilization	92%

HUD July HAP Disbursement	\$1,590,448
LHC July HAP/UAP Disbursement	\$1,442,451
% Voucher Funding Utilization	91%
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 2026.

### 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 July 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, 76 slots/households or (205%) are enrolled, 28% 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 7/31/2025.

August 27, 2025

**HONORABLE MEMBERS IN SESSION**

Lansing Housing Commission  
419 Cherry St.  
Lansing Michigan 48933

**SUBJECT:**  
**July 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 92% at the end of July. LHC Unit Months Leased (UML) was 55 in June. There were zero (0) households moving in, zero (0) residents moved out, and zero (0) unit transferred.

There is a total of 4 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	60	55	92%	0	0	0	0
<b>Totals</b>	<b>60</b>	<b>55</b>	<b>92%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**RENT COLLECTION:**

Site	Rent Charged	Receivables
Public Housing	\$ 10,755.00	\$ 8,774.25
<b>Totals</b>	<b>\$ 10,755.00</b>	<b>\$ 8,774.25</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				
1932 Hoyt Ave	2	6-28-25				