

Agenda

Lansing Housing Commission

November 24, 2025

1. Call to Order
 - a. Roll Call
 - b. Approval of Minutes of September 24, 2025
2. Public Comment – limit 3 minutes per person
3. Action Items:
 - a. Resolution 1380 – LIPH Utility Allowance
4. Informational Items:
 - a. Finance Report October 2025 Steven Raiche
 - b. Housing Choice Voucher October 2025 Jennifer Burnette
 - c. LIPH Asset Management Report October 2025 Karen Chase
5. Deputy Director Comments
6. Executive Director's Comments
7. President's Comments
8. Adjournment.



Minutes of September 24, 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, Bryan Jones, Loria Hall. Commissioners Heather Taylor and Ashlee Barker are absent.

STAFF:

Doug Fleming	Kim Shirey
Steve Raiche	Jennifer Burnette
Karen Chase	

Guests: None

Commissioner Hall motioned and Commissioner Jones seconded a motion to approve the minutes of August 27, 2025. **The Motion was approved by all members present.**

Public Comment: limit of 3 minutes per person

Action Items:

- **Resolution 1377** – New payment standards for 2026. There was an increase this year. These take effect January 1, 2026. As annuals and anyone that moves in January 1, 2026, or later.

Commissioner Hall motioned and Commissioner Jones seconded the motion to approve the new payment standards. **The Motion was approved by all members present.**

- **Resolution 1378** – Utility Allowance will go into effect January 1, 2026. There isn't a real difference in the amounts.

Commissioner Hall motioned and Commissioner Jones seconded the motion to approve the new utility allowances. **The Motion was approved by all members present.**

- **Resolution 1379** – SEMAP Submission we are self-certifying score of 140 that will make us a high performer again.

Commissioner Hall motioned and Commissioner Jones seconded the motion to submit the SEMAP with the self-certifying score of 140. **The Motion was approved by all members present.**

Informational items:

Finance Report August 2025

- Steve gave an overview for the month of August. Overall, we are in good shape with the budget. We are in the middle of our audit with our external auditors (Smith Marion).

Housing Choice Voucher August 2025

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

- We are at capacity with 76 participants in our FSS program. We are creating a waiting list for those who have continued interest.
- We have issued 13 vouchers in the month of August. We are still pulling off the waitlist. We had one VASH orientation in August where we issued 11 vouchers. There are an additional 16 vouchers issued and out searching for the veteran's program or pending inspection and 8 applications in process.
- There were no additional applications mailed out in the month of August. 43 households are out searching for units. 30 applications are pending documentation or final approval and 7 units are approved pending inspection for lease up.

Asset Management Report August 2025

Public Housing (PH), Scattered

- Public Housing currently has 60 units left in public housing. 58 of them are occupied, which is an occupancy rate of 97% at the end of August. There were three move ins, zero (0) move outs, and zero (0) transfer. I have two vacancies and have pulled from the waiting list and have one approval.
- There are five open work orders at the end of August.

Deputy Director Comments: none

Executive Directors Comments:

- We have a guest Yolanda Pope from the DAP Service Resources for transitional housing. Yolanda intruded herself and gave an overview of what her organization does. She talks about the transitional housing program. We are going into an lease agreement with DAP on one of our DeMinimis properties to use for transitional housing.
- Head start needs to get re-certified.
- Construction update – both 220 Riverview and Grand Vista not a lot of changes. Both are going along really well.
- The Gillespie Group sell them part interest in Baryames as well as handle store front in 220 Riverview.
- We toured the refugee center we are wanting to deepen our relationship with them.
- We are starting an internal LHC FSS program.
- HAI as given us a Low Loss Achievement award

President's Comments:

- Fall Festival – Resident engagement wanted to say thank you for the work that was done.
- A veteran resident at LaRoy Froh helped start LHC he was on all kinds of boards. Maybe we can recognize him in some way.

Other Items: None

Other Activities:

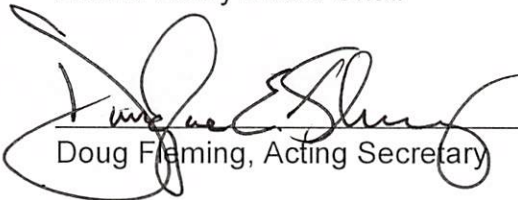
Other Business:

Adjournment: The meeting was adjourned at 6:09 p.m.



Emma Henry Board Chair

Date 11/24/2025



Doug Fleming, Acting Secretary

Date 11/24/2025





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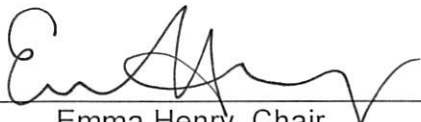
Resolution No. 1380

Adopted By the Lansing Housing Commission

November 24, 2025

BE IT RESOLVED BY THE LANSING HOUSING COMMISSION:

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



Emma Henry, Chair

Yeas 4

Nays 0

Abstentions 0

Attest:


Secretary

For Clerk Use Only

Resolution No. 1380
Date Adopted 11/24/2025





LANSING HOUSING COMMISSION, MI

PUBLIC HOUSING

PROPOSED MONTHLY UTILITY ALLOWANCES

Chart 1

UPDATE 2025

Building Type: Row House/Townhouse

Forest & Hoyt (EE Equip:Win,H,Ins,LED)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,F)			\$77.00			

Building Type: Detached House

Scattered Sites (EE Equip:Win,Ins,WS,LED)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,F)			\$78.00	\$88.00	\$97.00	\$106.00
Natural Gas (H,WH,C)			\$64.00	\$74.00	\$83.00	\$92.00
Water			\$42.00	\$55.00	\$68.00	\$81.00
Sewer			\$56.00	\$74.00	\$92.00	\$110.00
Trash Collection			\$20.00	\$20.00	\$20.00	\$20.00
Totals			\$260.00	\$311.00	\$360.00	\$409.00

A monthly average cost of the summer and winter adjustments were used for the electric and natural gas costs.

L&A= Lights & Appliances

F= Fan Motor for Heater

H= Space Heating

WH= Water Heating

C= Cooking

EE Equip= Energy Efficient Equipment

Win= Windows

Ins= Insulation

WS= Water Saving Appliances

LED= 100% LED Lighting

Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like Section 8 HCV), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.



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November 24, 2025

Lansing Housing Commission
419 Cherry St.
Lansing, Michigan 48933

HONORABLE MEMBERS IN SESSION:

SUBJECT:

Approval to use the updated utility allowance per the 2025 Nelrod Utility Study. -
Resolution No. 1380.

RECOMMENDATION:

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

CONTACT PERSON:

Karen Chase
PH Operations Manager

SUMMARY

This resolution authorizes LHC to use utility allowances established by the 2025 Nelrod utility study for all Low-Income Public Housing rental calculations.

BACKGROUND:

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

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

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

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



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

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

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

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

See attached 2025 Utility Sheet to become effective January 1, 2025.


FINANCIAL CONSIDERATIONS

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

POLICY CONSIDERATIONS:

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

Respectfully Submitted,



Doug Fleming, Secretary to the Board
Lansing Housing Commission

Lansing Housing Commission
Summary Results for October FY2026

Description	LIPH Total	COCC	HCV Admin	HCV	MSHDA	BA	CCPM
REVENUE:							
Total Revenue Variance - Fav (Unfav)	4,235	39,198	(24,160)	65,666	(5,110)	28,944	(3,782)
Tenant Revenue Variance	1,566	-	-	-	-	1,540	-
HUD Revenue Variance	1,585	9,362	(24,330)	64,373	-	-	-
Capital Fund Income	-	-	-	-	-	-	-
Other Income	1,084	29,835	170	1,293	(5,110)	27,404	(3,782)
Other	-	-	-	-	-	-	-
Budgeted Revenue	95,575	34,354	150,675	1,550,330	21,700	39,075	68,019
% Variance fav (unfav)	4%	114%	-16%	4%	-24%	74%	-6%
EXPENSES:							
Total Expense Variance Unfav (Fav)	2,525	(9,416)	16,762	46,884	1,544	(286)	4,989
Salary Expenses	269	559	9,609	-	22	-	4,349
Employee Benefit Expenses	5,763	328	3,883	-	2,254	-	9,642
Utilities	2,896	157	-	-	-	-	-
Write-offs	(206)	-	-	-	-	-	-
Legal	248	(701)	-	-	-	-	-
Professional Services	(1,126)	(1,842)	(899)	-	-	(1,394)	(1,401)
Admin Services	-	-	-	-	-	(3,823)	(1,783)
Insurance	(1,009)	(191)	(1,398)	-	-	(28)	(1,938)
Sundry/Postage/Office Supplies	59	4,887	(2,419)	-	-	-	2,235
Management Fee	(0)	-	9,362	-	-	-	-
HAP Expense	-	-	-	46,884	-	-	-
Inspections/Pilot	(112)	-	2,046	-	-	317	(2,400)
Travel and training	-	(13,359)	-	-	-	-	(1,124)
Maintenance Costs	(4,384)	(2,485)	1,874	-	-	(300)	-
Technology/Software/Hardware	2,166	472	(1,194)	-	-	-	(2,903)
Other	(2,038)	2,760	(4,102)	(0)	-	4,942	312
Budgeted Expense	84,068	64,559	185,358	1,550,000	24,840	59,356	58,722
% Variance fav (unfav)	-3%	15%	-9%	-3%	0%	0%	-8%
Gain(Loss) on Sale of Assets	-	-	-	-	-	-	-
Curr Mo. Actual Net Income (Loss)	\$ 13,216	\$ 18,408	\$ (75,606)	\$ 19,112	\$ (9,793)	\$ 8,949	\$ (34,093)
YTD Actual Net Income (Loss) Net of CWIP	\$ 560,123	\$ 292,548	\$ (45,937)	\$ 286,299	\$ (14,107)	\$ 13,097	\$ (105,803)
Prior YR YTD Net Income (Loss)	\$ 252,538	\$ 191,216	\$ 63,798	\$ (174,822)	\$ 21,599	\$ 231,478	\$ (27,351)
Cash Balance - October 2025	\$ 1,560,329	\$ 452,794	\$ 58,292	\$ 918,985	\$ -	\$ -	\$ -
Cash Balance - June 2025	\$ 1,981,531	\$ 807,202	\$ 28,769	\$ 671,532	\$ 3,960,392	\$ -	\$ -
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	\$ -	\$ -

Lansing Housing Commission
Summary Results YTD for October FY2026

Description	LIPH Total	COCC	HCV Admin	HCV	MSHDA	BA	CCPM
REVENUE:							
Total Revenue Variance - Fav (Unfav)	(16,681)	106,882	(18,625)	262,762	(19,300)	82,922	1,891
Tenant Revenue Variance	573	-	-	-	-	4,620	-
HUD Revenue Variance	14,022	52,510	(18,440)	258,676	-	-	-
Capital Fund Income	(36,550)	-	-	-	-	-	-
Other Income	5,274	54,373	(185)	4,086	(19,300)	78,302	1,891
Other	-	-	-	-	-	-	-
Budgeted Revenue	964,480	354,059	602,700	6,201,320	86,800	156,300	100,200
% Variance fav (unfav)	-2%	30%	-3%	4%	-22%	53%	2%
EXPENSES:							
Total Expense Variance Unfav (Fav)	(60,308)	(49,313)	55,964	(22,217)	3,357	8,404	19,696
Salary Expenses	190	1,768	18,161	-	913	4,121	1,710
Employee Benefit Expenses	11,233	(170)	(6,849)	-	1,867	3,769	17,299
Utilities	9,233	3,011	-	-	-	(2)	-
Write-offs	(4,333)	-	-	-	-	-	-
Legal	(760)	(4,229)	837	-	-	-	355
Professional Services	(41,226)	(45,225)	(28,345)	-	-	(9,406)	(4,371)
Admin Services	-	1,760	-	-	-	(30,912)	-
Insurance	113	1,296	5,533	-	-	512	358
Sundry/Postage/Office Supplies	(515)	12,208	(3,683)	-	-	411	(5,533)
Management Fee	(256)	-	52,795	-	-	19,488	-
HAP Expense	-	-	-	(22,217)	-	-	-
Staff Training and Travel	(2,503)	(20,999)	11,221	-	-	-	4,568
Inspections/Pilot	(433)	-	9,529	-	-	317	-
Maintenance Costs	(31,299)	(5,899)	1,965	-	-	15,170	7,913
Technology/Software/Hardware	1,682	294	1,370	-	-	-	(6,331)
Other	(1,435)	6,873	(6,572)	-	578	4,938	3,728
Budgeted Expense	447,984	217,707	574,048	6,200,000	78,249	217,721	188,199
% Variance fav (unfav)	13%	23%	-10%	0%	-4%	-4%	-10%
Gain(Loss) on Sale of Assets	-	-	-	-	-	-	-
YTD Actual Net Income (Loss) Net of CWIP	\$ 560,123	\$ 292,548	\$ (45,937)	\$ 286,299	\$ (14,107)	\$ 13,097	\$ (105,803)
YTD Budgeted Net Income (Loss)	\$ 516,496	\$ 136,353	\$ 28,652	\$ 1,320	\$ 8,551	\$ (61,421)	\$ (87,999)
Prior YR YTD Net Income (Loss)	\$ 252,538	\$ 191,216	\$ 63,798	\$ (174,822)	\$ 21,599	\$ 231,478	\$ (27,351)

October Ratios

HCV Ratios		Prior Months	
Number of Vouchers Used	1,900	9/25	\$ 800.62
HCV 8002 Expenses	\$ 1,587,671.60	8/25	\$ 813.13
Average Cost Per Voucher	<u>\$ 835.62</u>	7/25	\$ 785.36

LIPH Ratios			Prior Months	
	October 2025	PY October		
	Total	Total		
Year-to-Date Occupancy Rate	57	62	9/25	93.3%
YTD Average Number of Units Leased	60	65	8/25	91.7%
Number of Possible Units	<u>95.0%</u>	<u>95.0%</u>	7/25	93.3%
Year-to-Date Occupancy Rate				
Average Revenue Per Occupied Unit			9/25	\$ 1,699.02
Total LIPH Revenue	\$ 99,810.16	\$ 327,823.36	8/25	\$ 1,768.52
Average Revenue Per Occupied Unit	<u>\$ 1,751.06</u>	<u>\$ 5,287.47</u>	7/25	\$ 1,760.27
Average Tenant Revenue Per Occupied Unit			9/25	\$ 182.82
Total Tenant Revenue	\$ 12,180.41	\$ 11,999.61	8/25	\$ 183.87
Average Tenant Revenue Per Occupied Unit	<u>\$ 213.69</u>	<u>\$ 193.54</u>	7/25	\$ 187.46
Average Cost Per Occupied Unit			9/25	\$ 1,792.16
YTD Average Monthly Expenses	\$ 129,225.34	\$ 132,896.62	8/25	\$ 2,246.42
Average Cost Per Occupied Unit	<u>\$ 2,267.11</u>	<u>\$ 2,143.49</u>	7/25	\$ 3,594.18

Company Ratios			
Operating Reserves	LIPH	COCC	HCV Admin
Bank Account Balance	\$ 1,560,328.66	\$ 452,793.79	\$ 58,291.56
YTD Expenses	\$ 387,676.03	\$ 168,393.92	\$ 630,011.86
Number of Months	3	3	3
Average Monthly Expenses	<u>\$ 129,225.34</u>	<u>\$ 56,131.31</u>	<u>\$ 210,003.95</u>
Number of Months of Operating Reserves (would like to have 4 months of operating reserves)	<u>12.07</u>	<u>8.07</u>	<u>0.28</u>
Prior Months			
06/25	13.05	11.52	0.18
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

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 5,668	\$ -	\$ 5,668	\$ 4,640	\$ -	\$ -
Tenant Revenue - Other	75	-	75	75	-	-
Total Tenant Revenue	<u>\$ 5,743</u>	<u>\$ -</u>	<u>\$ 5,743</u>	<u>\$ 4,715</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	63,583	-	63,583	109,656	-	-
CFP Operational Income	6,283	-	6,283	45,795	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	2,262	-	2,262	5,036	-	-
Total Operating Revenue	<u>\$ 77,871</u>	<u>\$ -</u>	<u>\$ 77,871</u>	<u>\$ 165,202</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	5,508	-	5,508	45,016	-	-
Bookkeeping Fees	60	-	60	60	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	41	-	41	171	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	181	-	181	335	-	-
Ordinary Maintenance and Operations - Contracts	213	-	213	3,149	-	-
Employee Benefits Contributions - Ordinary	483	-	483	1,796	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	336	-	336	(657)	-	-
Liability Insurance	238	-	238	222	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	1,283	-	1,283	9,350	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	567	-	567	464	-	-
Bad debt - Tenant Rents	-	-	-	(4)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 8,910</u>	<u>\$ -</u>	<u>\$ 8,910</u>	<u>\$ 59,903</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 68,960</u>	<u>\$ -</u>	<u>\$ 68,960</u>	<u>\$ 105,300</u>	<u>\$ -</u>	<u>\$ -</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 30,553	\$ 42,456	\$ (11,903)	\$ 29,260	\$ 127,368	\$ 84,912
Tenant Revenue - Other	1,835	1,180	655	1,164	3,720	2,540
Total Tenant Revenue	<u>\$ 32,388</u>	<u>\$ 43,636</u>	<u>\$ (11,248)</u>	<u>\$ 30,424</u>	<u>\$ 131,088</u>	<u>\$ 87,452</u>
HUD PHA Operating Grants	167,283	318,444	(151,161)	228,085	729,510	411,066
CFP Operational Income	545,283	80,400	464,883	48,624	708,200	627,800
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	2,747	5,000	(2,253)	32,931	15,000	10,000
Total Operating Revenue	<u>\$ 747,702</u>	<u>\$ 447,480</u>	<u>\$ 300,222</u>	<u>\$ 340,064</u>	<u>\$ 1,583,798</u>	<u>\$ 1,136,318</u>
Administrative Salaries	\$ 40,997	\$ 41,126	\$ (129)	\$ 34,832	\$ 132,552	\$ 91,426
Auditing Fees	17,013	-	17,013	16,449	22,909	22,909
Management Fees	159,233	14,505	144,728	56,648	202,516	188,011
Bookkeeping Fees	1,561	14,505	(12,944)	1,561	202,516	188,011
Employee Benefits Contributions - Admin	16,747	10,398	6,349	9,354	32,814	22,416
Office Expenses	14,463	33,650	(19,187)	18,328	70,950	37,300
Legal	1,240	2,000	(760)	(4,450)	8,000	6,000
Travel	2,157	4,690	(2,533)	160	4,690	-
Other	95	-	95	(829)	2,650	2,650
Tenant Services - Other	50	500	(450)	-	1,500	1,000
Water	22,968	16,350	6,618	16,109	43,650	27,300
Electricity	5,049	3,800	1,249	3,767	9,500	5,700
Gas	4,067	2,700	1,367	2,824	26,100	23,400
Other Utilities Expense	-	-	-	-	1,000	1,000
Ordinary Maintenance and Operations - Labor	22,291	21,972	319	39,771	70,163	48,190
Ordinary Maintenance and Operations - Materia	5,448	13,500	(8,052)	13,509	42,150	28,650
Ordinary Maintenance and Operations - Contrac	20,386	44,060	(23,674)	53,025	139,580	95,520
Employee Benefits Contributions - Ordinary	14,781	10,886	3,895	32,031	34,405	23,519
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	6,571	9,097	(2,526)	7,464	28,156	19,059
Liability Insurance	8,003	4,305	3,698	3,242	13,326	9,021
Workers Compensation	1,114	-	1,114	-	-	-
All Other Insurance	1,085	5,017	(3,931)	4,131	9,242	4,225
Other General Expenses	1,283	84,089	(82,805)	11,540	162,788	78,699
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	(258)	1,536	(1,794)	(1,348)	3,538	2,002
Bad debt - Tenant Rents	1,048	4,246	(3,197)	20,042	12,737	8,491
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 367,392</u>	<u>\$ 342,932</u>	<u>\$ 24,460</u>	<u>\$ 338,159</u>	<u>\$ 1,277,431</u>	<u>\$ 934,499</u>
Net Income (Loss)	<u>\$ 380,310</u>	<u>\$ 104,548</u>	<u>\$ 275,762</u>	<u>\$ 1,905</u>	<u>\$ 306,367</u>	<u>\$ 201,819</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 6,808	\$ -	\$ 6,808	\$ 10,272	\$ -	\$ -
Tenant Revenue - Other	377	-	377	527	-	-
Total Tenant Revenue	<u>\$ 7,185</u>	<u>\$ -</u>	<u>\$ 7,185</u>	<u>\$ 10,799</u>	<u>\$ -</u>	<u>\$ -</u>
HUD PHA Operating Grants	92,365	-	92,365	156,087	-	-
CFP Operational Income	9,283	-	9,283	45,795	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	2,116	-	2,116	74,665	-	-
Total Operating Revenue	<u>\$ 110,949</u>	<u>\$ -</u>	<u>\$ 110,949</u>	<u>\$ 287,347</u>	<u>\$ -</u>	<u>\$ -</u>
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	8,508	-	8,508	45,713	-	-
Bookkeeping Fees	60	-	60	152	-	-
Employee Benefits Contributions - Admin	-	-	-	-	-	-
Office Expenses	142	-	142	105	-	-
Legal	-	-	-	424	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	45	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Materia	33	-	33	722	-	-
Ordinary Maintenance and Operations - Contrac	-	-	-	1,584	-	-
Employee Benefits Contributions - Ordinary	481	-	481	2,379	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	688	-	688	458	-	-
Liability Insurance	388	-	388	199	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	1,283	-	1,283	9,350	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	734	-	734	(222)	-	-
Bad debt - Tenant Rents	(535)	-	(535)	12,487	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 11,782</u>	<u>\$ -</u>	<u>\$ 11,782</u>	<u>\$ 73,396</u>	<u>\$ -</u>	<u>\$ -</u>
Net Income (Loss)	<u>\$ 99,167</u>	<u>\$ -</u>	<u>\$ 99,167</u>	<u>\$ 213,951</u>	<u>\$ -</u>	<u>\$ -</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ -	\$ -	\$ -	\$ (2,692)	\$ -	\$ -
Tenant Revenue - Other	-	-	-	-	-	-
Total Tenant Revenue	\$ -	\$ -	\$ -	\$ (2,692)	\$ -	\$ -
HUD PHA Operating Grants	9,235	-	9,235	15,564	-	-
CFP Operational Income	-	-	-	45,795	-	-
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	2,043	-	2,043	1,198	-	-
Total Operating Revenue	\$ 11,278	\$ -	\$ 11,278	\$ 59,866	\$ -	\$ -
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	-	-	-	-	-	-
Management Fees	-	-	-	45,016	-	-
Bookkeeping Fees	-	-	-	60	-	-
Employee Benefits Contributions - Admin	8	-	8	6	-	-
Office Expenses	-	-	-	47	-	-
Legal	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Other	-	-	-	(63)	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	-	-	-	-	-	-
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	-	-	-	1,328	-	-
Ordinary Maintenance and Operations - Contract	-	-	-	1,205	-	-
Employee Benefits Contributions - Ordinary	17	-	17	2,334	-	-
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	90	-	90	90	-	-
Liability Insurance	16	-	16	16	-	-
Workers Compensation	-	-	-	-	-	-
All Other Insurance	-	-	-	-	-	-
Other General Expenses	-	-	-	9,350	-	-
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Payment in Lieu of Taxes	60	-	60	(314)	-	-
Bad debt - Tenant Rents	(600)	-	(600)	(449)	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	\$ (409)	\$ -	\$ (409)	\$ 58,626	\$ -	\$ -
Net Income (Loss)	\$ 11,687	\$ -	\$ 11,687	\$ 1,240	\$ -	\$ -

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Tenant Rental Revenue	\$ 43,029	\$ 42,456	\$ 573	\$ 41,480	\$ 127,368	\$ 84,912
Tenant Revenue - Other	2,287	1,180	1,107	1,766	3,720	2,540
Total Tenant Revenue	<u>\$ 45,316</u>	<u>\$ 43,636</u>	<u>\$ 1,680</u>	<u>\$ 43,246</u>	<u>\$ 131,088</u>	<u>\$ 87,452</u>
HUD PHA Operating Grants	332,466	318,444	14,022	509,392	729,510	411,066
CFP Operational Income	560,850	80,400	480,450	186,009	708,200	627,800
Fraud Recovery and Other	9,167	5,000	4,167	113,830	15,000	10,000
Total Operating Revenue	<u>\$ 947,799</u>	<u>\$ 447,480</u>	<u>\$ 500,319</u>	<u>\$ 852,479</u>	<u>\$ 1,583,798</u>	<u>\$ 1,136,318</u>
Administrative Salaries	\$ 40,997	\$ 41,126	\$ (129)	\$ 34,832	\$ 132,552	\$ 91,426
Auditing Fees	17,013	-	17,013	16,449	22,909	22,909
Management Fees	173,249	14,505	158,744	192,393	202,516	188,011
Bookkeeping Fees	1,681	14,505	(12,824)	1,833	202,516	188,011
Employee Benefits Contributions - Administrative	16,756	10,398	6,358	9,360	32,814	22,416
Office Expenses	14,646	33,650	(19,004)	18,651	70,950	37,300
Legal Expense	1,240	2,000	(760)	(4,026)	8,000	6,000
Travel	2,157	4,690	(2,533)	160	4,690	-
Other	95	-	95	(847)	2,650	2,650
Tenant Services - Other	50	500	(450)	-	1,500	1,000
Water	22,968	16,350	6,618	16,109	43,650	27,300
Electricity	5,049	3,800	1,249	3,767	9,500	5,700
Gas	4,067	2,700	1,367	2,824	26,100	23,400
Other Utilities Expense	-	-	-	-	1,000	1,000
Ordinary Maintenance and Operations - Labor	22,291	21,972	319	39,771	70,163	48,190
Ordinary Maintenance and Operations - Material	5,662	13,500	(7,838)	15,894	42,150	28,650
Ordinary Maintenance and Operations - Contract	20,599	44,060	(23,461)	58,963	139,580	95,520
Employee Benefits Contributions - Ordinary	15,761	10,886	4,875	38,540	34,405	23,519
Protective Services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	7,685	9,097	(1,412)	7,355	28,156	19,059
Liability Insurance	8,645	4,305	4,340	3,679	13,326	9,021
Workers Compensation	1,114	-	1,114	-	-	-
All Other Insurance	1,085	5,017	(3,931)	4,131	9,242	4,225
Other General Expenses	3,850	84,089	(80,239)	39,590	162,788	78,699
Compensated Absences	-	-	-	-	-	-
Payments in Lieu of Taxes	1,103	1,536	(433)	(1,420)	3,538	2,002
Bad debt - Tenant Rents	(87)	4,246	(4,333)	32,076	12,737	8,491
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 387,676</u>	<u>\$ 342,932</u>	<u>\$ 44,744</u>	<u>\$ 530,084</u>	<u>\$ 1,277,431</u>	<u>\$ 934,499</u>
Net Income (Loss)	<u>\$ 560,123</u>	<u>\$ 104,548</u>	<u>\$ 455,575</u>	<u>\$ 322,395</u>	<u>\$ 306,367</u>	<u>\$ 201,819</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
Management Fees Income	\$ 289,961	\$ 134,905	\$ 155,056	\$ 322,335	\$ 563,716	\$ 428,811
Bookkeeping Fees Income	58,164	1,710	56,454	1,833	5,130	3,420
Administrative Fees	-	-	-	-	-	-
Fraud Recovery and Other	111,234	68,492	42,742	85,992	232,976	164,484
Total Operating Revenue	<u>\$ 459,359</u>	<u>\$ 205,107</u>	<u>\$ 254,251</u>	<u>\$ 410,160</u>	<u>\$ 801,822</u>	<u>\$ 596,715</u>
Administrative Salaries	\$ 51,253	\$ 49,485	\$ 1,768	\$ 41,266	\$ 160,376	\$ 110,891
Auditing Fees	6,476	-	6,476	8,225	8,727	8,727
Employee Benefits Contributions - Admin	8,651	8,821	(170)	9,916	28,408	19,588
Office Expenses	26,916	49,167	(22,250)	43,258	137,569	88,403
Legal	1,771	6,000	(4,229)	5,623	18,000	12,000
Travel	12,351	14,000	(1,649)	9,166	38,700	24,700
Other	10,488	800	9,688	19,690	32,750	31,950
Tenant Services - Other	-	-	-	-	-	-
Water	2,034	1,100	934	1,287	4,850	3,750
Electricity	6,587	4,600	1,987	5,542	14,000	9,400
Gas	533	260	273	319	5,085	4,825
Other Utilities Expense	117	300	(183)	94	8,400	8,100
Ordinary Maintenance and Operations - Labor	-	-	-	-	-	-
Ordinary Maintenance and Operations - Material	1,350	760	590	2,352	2,437	1,677
Ordinary Maintenance and Operations - Contracts	20,362	26,850	(6,488)	36,459	78,360	51,510
Employee Benefits Contributions - Ordinary	-	-	-	-	-	-
Protective Services - Other Contract Costs	150	300	(150)	400	750	450
Property Insurance	1,676	1,738	(62)	1,414	5,380	3,642
Liability Insurance	1,528	824	704	432	2,549	1,726
Workers Compensation	743	-	743	-	-	-
All Other Insurance	91	180	(89)	45	540	360
Other General Expenses	15,319	58,523	(43,204)	67,868	103,472	44,949
Compensated Absences	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 168,394</u>	<u>\$ 223,707</u>	<u>\$ (55,313)</u>	<u>\$ 253,355</u>	<u>\$ 650,353</u>	<u>\$ 426,647</u>
Net Income (Loss)	<u>\$ 290,965</u>	<u>\$ (18,599)</u>	<u>\$ 309,564</u>	<u>\$ 156,805</u>	<u>\$ 151,469</u>	<u>\$ 170,068</u>

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

	YTD Amount	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Remaining Budget
HUD PHA Operating Grants	\$ 7,042,236	\$ 602,000	\$ 6,440,236	\$ 6,793,072	\$ 1,806,000	\$ 1,204,000
Other Revenue	227	-	227	3,047	-	-
Fraud Recovery and Other	5,694	700	4,994	3,913	2,100	1,400
Total Operating Revenue	<u>\$ 7,048,157</u>	<u>\$ 602,700</u>	<u>\$ 6,445,457</u>	<u>\$ 6,800,032</u>	<u>\$ 1,808,100</u>	<u>\$ 1,205,400</u>
Administrative Salaries	\$ 223,482	\$ 205,841	\$ 17,641	\$ 191,311	\$ 665,497	\$ 459,656
Auditing Fees	18,498	-	18,498	21,932	24,909	24,909
Management Fees	116,712	120,400	(3,688)	129,942	361,200	240,800
Bookkeeping Fees	56,483	-	56,483	-	-	-
Employee Benefits Contributions - Admin	76,966	83,815	(6,849)	83,943	264,269	180,455
Office Expenses	71,434	157,077	(85,642)	102,979	315,215	158,138
Legal Expense	-	-	-	-	-	-
Travel	15,903	2,200	13,703	4,266	9,550	7,350
Other	6,440	-	6,440	-	-	-
Tenant Services - Other	-	-	-	-	-	-
Water	-	-	-	-	-	-
Electricity	-	-	-	-	-	-
Gas	-	-	-	-	-	-
Other Utilities Expense	521	800	(279)	402	2,400	1,600
Ordinary Maintenance and Operations - Mater	241	1,500	(1,259)	354	4,250	2,750
Ordinary Maintenance and Operations - Contra	10,537	-	10,537	4,047	-	-
Protective services - Other Contract Costs	-	-	-	-	-	-
Property Insurance	-	-	-	-	-	-
Liability Insurance	12,935	12,600	335	9,067	39,000	26,400
Workers Compensation	5,198	-	5,198	-	-	-
All Other Insurance	353	7,472	(7,118)	7,393	8,484	1,012
Other General Expenses	12,758	47,344	(34,586)	33,413	113,206	65,862
Compensated Absences	-	-	-	-	-	-
Housing Assistance Payments	6,179,334	-	6,179,334	6,321,872	-	-
Bad Debt - Tenant Rents	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 6,807,795</u>	<u>\$ 639,048</u>	<u>\$ 6,168,747</u>	<u>\$ 6,910,920</u>	<u>\$ 1,807,979</u>	<u>\$ 1,168,932</u>
Net Income (Loss)	<u>\$ 240,362</u>	<u>\$ (36,348)</u>	<u>\$ 276,710</u>	<u>\$ (110,888)</u>	<u>\$ 121</u>	<u>\$ 36,468</u>

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

	Period Amount	Balance
ASSETS		
1010-0000-111102 Cash-Security Deposits	-	45.00
1010-0000-111111 Chase Checking	(288,901.53)	141,331.05
1010-0000-112200 Accounts Receivable	(847.00)	-
1010-0000-112201 Allowance for Doubtful Accounts	85.00	-
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	305,722.66	119,419.33
1010-0000-116201 Investments Savings	-	-
1010-0000-116202 Investments Savings - Unrestricted	-	-
1010-0000-121100 Prepaid Insurance	(103.41)	1,274.18
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
TOTAL ASSETS	15,955.72	290,464.55
LIABILITIES		
1010-0000-200000 OPEB Liability	-	(27,851.00)
1010-0000-200300 Pension Liability	-	62,707.00
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	-	-
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	155.60	2,152.60
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	-	-
TOTAL LIABILITIES	155.60	(14,277.40)
EQUITY		
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	15,800.12	(1,252,175.38)
1010-0003-282000 Income and Expense Clearing	-	(77.99)
1010-1010-282000 Income and Expense Clearing	-	(320.14)
1010-1010-282000 Income and Expense Clearing	-	(72,265.80)
1010-2010-282000 Income and Expense Clearing	-	(75.00)
1010-3000-282000 Income and Expense Clearing	-	2,090,239.82
TOTAL EQUITY	15,800.12	304,741.95
TOTAL LIABILITES & EQUITY	15,955.72	290,464.55

Lansing Housing Commission
1020 Hildebrandt Park
Balance Sheet for October 2025

	Period Amount	Balance
ASSETS		
1020-0000-111102 Cash-Security Deposits	-	8,446.00
1020-0000-111111 Chase Checking	(122,555.81)	660,061.03
1020-0000-112200 Accounts Receivable	(1,411.00)	3,036.83
1020-0000-112201 Allowance for Doubtful Accounts	141.32	(303.68)
1020-0000-112220 A/R Repayment Agreement	-	-
1020-0000-112500 Accounts Receivable HUD	-	-
1020-2010-112500 Accounts Receivable HUD	-	-
1020-0000-112954 Accounts Receivables-Misc	-	-
1020-0000-114500 Accrued Interest Receivable	-	-
1020-5005-115700 Intercompany	94,782.15	55,306.04
1020-0000-116201 Investments Savings	-	-
1020-0000-116202 Investments Savings - Unrestricted	-	-
1020-0000-121100 Prepaid Insurance	(2,770.11)	32,461.72
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
TOTAL ASSETS	(31,813.45)	2,571,817.38
LIABILITIES		
1020-0000-200000 OPEB Liability	-	(49,837.00)
1020-0000-200300 Pension Liability	-	143,234.00
1020-0000-210000 Construction Costs Payabe	-	-
1020-0000-211100 Accounts Payable	-	-
1020-0000-211343 Accounts Payable Misc	-	-
1020-0000-211400 Tenant Security Deposits	(1,026.00)	7,388.00
1020-0000-211999 Tenant Refunds	732.00	2,033.17
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	(293.43)	(582.91)
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	-	-
TOTAL LIABILITIES	(587.43)	30,775.45
EQUITY		
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	(31,226.02)	1,907,605.06
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
TOTAL EQUITY	(31,226.02)	2,541,041.93
TOTAL LIABILITES & EQUITY	(31,813.45)	2,571,817.38

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

	Period Amount	Balance
ASSETS		
1080-0000-111102 Cash-Security Deposits	-	74.00
1080-0000-111111 Chase Checking	1,319.68	353,959.52
1080-0000-112200 Accounts Receivable	(67.00)	3,876.04
1080-0000-112201 Allowance for Doubtful Accounts	6.00	(388.00)
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	24,276.30	67,743.27
1080-0000-116201 Investments Savings	-	-
1080-0000-116202 Investments Savings - Unrestricted	-	-
1080-0000-121100 Prepaid Insurance	(155.67)	1,917.66
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
TOTAL ASSETS	25,379.31	457,202.57
LIABILITIES		
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	-	-
1080-0000-211400 Tenant Security Deposits	-	74.00
1080-0000-211999 Tenant Refunds	-	-
1080-0000-211998 Deferred Income	-	-
1080-0000-212000 Accrued Payroll	-	-
1080-0000-213400 Utility Accrual	-	-
1080-0000-213500 Accrued Comp Absences - Curr	-	-
1080-0000-213700 Payment in Lieu of Taxes	170.80	1,811.09
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
TOTAL LIABILITIES	170.80	(4,892.91)
EQUITY		
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	25,208.51	5,980,843.64
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
TOTAL EQUITY	25,208.51	462,095.48
TOTAL LIABILITIES & EQUITY	25,379.31	457,202.57

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

	<u>Period Amount</u>	<u>Balance</u>
ASSETS		
1090-0000-111102 Cash-Security Deposits	-	-
1090-0000-111111 Chase Checking	427.19	404,977.06
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	3,006.67	7,717.63
1090-0000-116201 Investments Savings	-	-
1090-0000-116202 Investments Savings - Unrestricted	-	-
1090-0000-121100 Prepaid Insurance	-	-
1090-0000-140000 Land	-	-
1090-0000-144000 Construction in Progress	-	-
1090-3000-144000 Construction in Progress	-	-
1090-0000-146000 Dwelling Structures	-	-
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
TOTAL ASSETS	<u><u>3,433.86</u></u>	<u><u>416,980.69</u></u>
LIABILITIES		
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	-	(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
TOTAL LIABILITIES	<u><u>-</u></u>	<u><u>(30,078.52)</u></u>
EQUITY		
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	3,433.86	(6,035,129.31)
1090-1090-282000 Income and Expense Clearing	-	(19,923.00)
1090-2010-282000 Income and Expense Clearing	-	(75.00)
1090-3000-282000 Income and Expense Clearing	-	4,040,687.14
TOTAL EQUITY	<u><u>3,433.86</u></u>	<u><u>447,059.21</u></u>
TOTAL LIABILITES & EQUITY	<u><u>3,433.86</u></u>	<u><u>416,980.69</u></u>

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

	Period Amount	Balance
ASSETS		
5005-0000-111101 General Fund Checking	-	-
5005-0000-111105 LHC-Payroll Account	(63,260.26)	55,137.47
5005-0000-111111 Chase Checking	301,566.06	452,793.79
5005-0000-112200 Accounts Receivable	-	-
5005-0000-112500 Accounts Receivable HUD	-	-
5005-0000-112954 Accounts Receivables-Misc	-	750.00
5005-1010-115700 Intercompany	(305,722.66)	(119,419.33)
5005-1020-115700 Intercompany	(94,782.15)	(55,306.04)
5005-1080-115700 Intercompany	(24,276.30)	(67,743.27)
5005-1090-115700 Intercompany	(3,006.67)	(7,717.63)
5005-4001-115700 Intercompany	90,513.09	520,364.92
5005-4002-115700 Intercompany	33,388.63	105,934.98
5005-4003-115700 Intercompany	9,793.13	(19,949.62)
5005-8001-115700 Intercompany	85,257.91	90,225.81
5005-8002-115700 Intercompany	(95,603.56)	131,682.28
5005-8003-115700 Intercompany	-	-
5005-8005-115700 Intercompany	(24,694.75)	(15,400.78)
5005-8010-115700 Intercompany	35,504.14	110,994.03
5005-8020-115700 Intercompany	-	-
5005-8021-115700 Intercompany	3,876.00	(8,776.00)
5005-9101-115700 Intercompany	-	-
5005-0000-116202 Investments Savings - Unrestricted	-	744,360.34
5005-0000-121100 Prepaid Insurance	(524.67)	7,816.66
5005-0000-121200 Prepaid - Other	-	-
5005-0000-140000 Land	-	284,663.00
5005-0000-144000 Construction in Progress	68,797.00	99,377.00
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	-	-
TOTAL ASSETS	16,824.94	3,017,212.98
LIABILITIES		
5005-0000-200000 OPEB Liability	-	-
5005-0000-200300 Pension Liability	-	71,619.00
5005-0000-210000 Construction Costs Payabe	-	-
5005-0000-211100 Accounts Payable	-	-
5005-0000-211711 Aetna 457 Payable	-	-
5005-0000-211343 Accounts Payable Misc	-	-
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	-	-
TOTAL LIABILITIES	-	25,821.36
EQUITY		
5005-0000-280100 Invest C	-	262,455.00
5005-0000-280500 Unrestricted Net Assets	-	131,933.99
5005-0000-282000 Income and Expense Clearing	16,824.94	2,859,625.22
5005-1010-282000 Income and Expense Clearing	-	(8,851.35)
5005-1020-282000 Income and Expense Clearing	-	(346.39)
5005-1080-282000 Income and Expense Clearing	-	(11,978.91)
5005-1090-282000 Income and Expense Clearing	-	(7,539.23)
5005-3000-282000 Income and Expense Clearing	-	(233,906.71)
TOTAL EQUITY	16,824.94	2,991,391.62
TOTAL LIABILITIES & EQUITY	16,824.94	3,017,212.98

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

	Period Amount	Balance
ASSETS		
8001-0000-111111 Chase Checking	11,679.20	58,291.56
8001-2010-111111 Chase Checking	-	-
8002-0000-111111 Chase Checking	(75,089.58)	918,984.67
8001-0000-112200 Accounts Receivable	-	-
8002-0000-112200 Accounts Receivable	(1,402.40)	(1,402.40)
8002-8002-112200 Accounts Receivable	-	-
8001-0000-112954 Accounts Receivables-Misc	-	-
8002-0000-112954 Accounts Receivables-Misc	-	-
8001-5005-115700 Intercompany	(85,257.91)	(90,225.81)
8002-5005-115700 Intercompany	95,603.56	(131,682.28)
8001-0000-121100 Prepaid Insurance	(2,026.94)	23,307.06
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
TOTAL ASSETS	(56,494.07)	809,284.72
LIABILITIES		
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	-	-
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	-	-
TOTAL LIABILITIES	-	21,110.43
EQUITY		
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	(75,605.65)	363,310.09
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	19,111.58	115,606,675.24
8002-8002-282000 Income and Expense Clearing	-	(115,475,991.26)
TOTAL EQUITY	(56,494.07)	788,174.29
TOTAL LIABILITES & EQUITY	(56,494.07)	809,284.72

November 24, 2025

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

October 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 four (4) vouchers in the month of October.

One (1) VASH orientation was held in the month of October 2025, and four (4) vouchers were issued with the assistance of community partners. There are currently an additional twenty-three (23) vouchers issued and out searching or pending inspection and nine (9) applications in process.

Waiting List:

Zero (0) applications were mailed out in the month of October. Fifty-seven (57) households are out searching for units in the regular HCV Program, twenty-four (24) applicants are pending documentation or final approval, eleven (11) units are approved pending inspection and/or pending lease-up.

Department Initiatives:

In the HCV Program, there are currently 2028 vouchers housed in all its programs. 45 participants are with the Shelter Plus Care Program (S+C), 62 are housed under the Permanent Supportive Housing Program (PSH), 15 are housed under the Emergency Housing Voucher Program (EHV), 149 are housed under the HUD-Veterans Affairs



Supportive Housing (VASH), 32 at Waverly Place, 37 are housed at Hildebrandt Park, 35 at LaRoy Froh, 5 are housed at Woodward Way, 9 are housed under the Holy Cross Permanent Supportive Housing (HCPSH), 205 housed under Section 18, 25 housed at Oliver Gardens (OG), 33 are housed at Stadium North (SN), 19 are housed at Walter French and 1,357 are housed under the Housing Choice Voucher Program.

Voucher Utilization

August Voucher Program Total Units	2229
August Traditional HCV Utilization	1915
August % Utilized Units	86%

October Voucher Program Total Units	2229
October Traditional HCV Utilization	1912
October % Utilized Units	86%

Voucher Disbursement

HUD August HAP Disbursement	\$1,608,040
LHC August HAP/UAP Disbursement	\$1,454,925
% Voucher Funding Utilization	90%

HUD October HAP Disbursement	\$1,602,148
LHC October HAP/UAP Disbursement	\$1,452,533
% Voucher Funding Utilization	91%
HUD Held Reserves as of December 2024	\$1

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 40th 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 October 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 10/31/2025.

November 24, 2025

HONORABLE MEMBERS IN SESSION

Lansing Housing Commission
419 Cherry St.
Lansing Michigan 48933

SUBJECT:

October 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 October. LHC Unit Months Leased (UML) was 55 in October. There were zero (0) households moving in, two (2) residents moved out, and zero (0) unit transferred.

There is a total of 11 open work orders at the end of October.

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	2	0	0
Totals	60	55	92%	0	2	0	0

RENT COLLECTION:

Site	Rent Charged	Receivables
Public Housing	\$ 12,546.00	\$ 7,666.30
Totals	\$ 12,546.00	\$ 7,666.30

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
1948 Hoyt Ave	2	4-29-25				Pulled from waitlist
1932 Hoyt Ave	2	6-28-25				Pulled from waitlist
1934 Hoyt Ave	2	9-28-25				Pulled from waitlist
2155 Forest Rd	2	10-15-25				Pulled from waitlist
2141 Forest Rd	2	10-19-25				Pulled from waitlist

NAHRO 2026 Conferences

2026 Washington Conference March 9-11

2026 Summer Symposium July 16-17

2026 National Conference & Exhibition October 15-17

Washington, DC

Nashville, TN

Denver, CO

PHADA 2026 Conferences

2026 Commissioners' Conference January 4-7

2026 Annual Convention and Exhibition June 10-13

Tampa, FL

Chicago, IL

Lansing Housing Commission
LHC Board Policy on Conference attendance

1. Attendance at all conferences will be approved by a quorum of the board prior to the board member attending any conference where expenses are paid by LHC.
2. The board members must be in good standing with LHC administrative policies, LHC board policy as well as related policies of the city of Lansing.
3. All reservations, flights, car rentals or other transportation/travel arrangements will be completed by LHC administrative staff according to LHC travel policy. Once the board member receives the announcement of the conferences. The board members shall email LHC there interest in going to a certain conference. LHC will complete the registration within 3 business days of receiving a confirmation email from the board member if within the time frame of the conference.
4. Flights and hotels will be booked in standard class (unless other ground travel means are needed) for all conferences/events based on availability.
5. Depending on the conference agenda, LHC may pay for up to one night before or one night after the opening and closing of the conference. This will be determined and communicated to the affected board members on an event-by-event basis. (Note: The Commission is a member of the National Association that provides training sessions exclusively targeted for Board members. These conferences are how Board members learn to become better Board members...which is unobtainable at a once-a-month board meeting. These conferences are catalysts to help Board members learn how to service the Commission and our community in an informed way. It teaches Board members some of the intricacies of HUD and Housing policies and regulations. Training educators Board members on how to be the governing body over the Commission. There are at least two national conferences with training outlined specifically for commissioners along with some state and local training. Board members need to know about them.) LHC will budget for two national meetings per year and one Michigan meeting per year. If you exceed the two conferences per year you will need to get board approval.
6. Board members are expected to attend all conference functions at which they have been registered.

Lansing Housing Commission
LHC Board Policy on Conference attendance

7. Spouses or other guests are welcome at the expense of the LHC board member. They may stay in the room paid for by LHC with the board member at no extra cost. All other spousal costs related to the attendance of a guest will be the responsibility of the LHC board member.
8. Additional costs not related to the conference will be the responsibility of the LHC board member, which includes but is not limited to souvenirs, tours, drinks, spa treatments, etc. (Meals should be covered under the training budget as a daily per diem)
9. A verbal or written report will be required after attendance at a conference at the next regularly scheduled board meeting on relevant information from the conference that is related to board policy and/or LHC operations or opportunities.