



Detroit Housing Board of Commissioners

RE: DETROIT HOUSING COMMISSION REGULAR BOARD MEETING

The Regular Board Meeting of the Detroit Housing Commission is scheduled for Thursday, January 26, 2023, at 10:00 a.m. All Commissioners are required to attend in person. However, if you are unable to attend and participate without a reasonable accommodation because of a disability, upon notice and request, one may be provided to you. In light of the requirement to maintain social distancing to mitigate the spread of the Coronavirus, the public may attend and actively participate remotely in the meeting via ZOOM video conference.

Enclosed, please find background materials to support items, which will appear on the agenda.

Richard Hosey
President

Enclosure



DETROIT HOUSING COMMISSION
Regular Board Meeting
Thursday, January 26, 2023
10:00 A.M.

AGENDA

CALL MEETING TO ORDER

- I. Roll Call**
- II. Approval of Agenda**
- III. Approval of Minutes – Regular Board Meeting for December 22, 2022**
- IV. Public Comments on Agenda Action Items – (Limited to 3 minutes for individuals and 5 minutes for group representatives)**
- V. DHC Action Items:**
 - 1. Submission of the FY 2022 Financial Audit by Plante & Moran, PLLC - Resolution No. 3174**
 - 2. Adoption of Annual Schedule of Regular Meetings of the Board of Commissioners - Resolution No. 3179**
- VI. DHC Informational Item – None**

DHC Departmental Monthly Reports

- 1) Finance**
- 2) Rental Assistance**
- 3) Real Estate Management**
- 4) Capital Improvements**
- 5) Real Estate Development**
- 6) Office of General Counsel**
- 7) Human Resources**

- 8) Information Technology
- 9) Procurement
- 10) Resident Services

VII. General Public Comments (3 Minutes for individuals & 5 Minutes for representation from a group)

VIII. Commissioners Comments

IX. Staff Comments

X. Adjournment



Meeting No. 619

A Regular Board Meeting (No. 619) of the Detroit Housing Commission was held on Thursday, **December 15, 2022**, at 10:00 a.m. The meeting was conducted in person, but members of the public also were invited to attend as well as by via a Zoom Video Conference considering the requirement to maintain social distancing to mitigate the spread of the Coronavirus and the lack of sufficient space to comply with those requirements.

Guests Present via Zoom:

Zachary Rowe, Friends of Parkside, Joletha Goodwin, Villages at Parkside, Moon Tran, AH Forward, Lori Harris, Norstar

DHC Staff Present:

Sandra B. Henriquez, Gwendolyn de Jongh, Fatima Garland, Denise Jones, Felicia Burris, Luke Joseph, David Brukoff, Shariq Sajjad, and Tamela Jackson

At this meeting, the following business was conducted:

I. Call to Order

The meeting was called to order at 10:12 a.m.

II. Board of Commissioners Roll Call

Aaron Seybert – Present

Achsah Williams – Present

Penny Bailer – Present

Richard Hosey – Present

Keona Cowan – Present

Board Secretary Sandra B. Henriquez declared a quorum was present.

III. Approval of Agenda

Vice President Bailer moved for approval of the agenda.
Commissioner Seybert seconded the motion.

Comments: *Resolution No. 3174 FY 2022 Financial Audit was removed from the agenda to be presented at the January 2023 meeting.*

The agenda was unanimously approved as submitted.

IV. Approval of Minutes – Regular Board Minutes for November 17, 2022.

Commissioner Seybert moved for approval of the agenda.
Vice President Bailer seconded the motion.

The Minutes were unanimously approved as submitted.

V. Public Comments on Agenda Action Items (3 Minutes for individuals & 5

Minutes for representation from a group or organization): Zachary Rowe offered his support for Resolution No. 3178 on behalf of the Friends of Parkside (FOP) based on the Habitat company engaging the residents in the redevelopment of Parkside and working with FOP.

VI. DHC Action Items:

NOTE: All votes were taken by roll call votes.

1. Approval of Amendments of Section 7.03 of the Personnel Manual – Absenteeism and Notification of Absence – **Resolution No. 3172**

David Bruhoff presented this resolution to the Board.

Commissioner Seybert moved for approval of this resolution.
Vice President Bailer seconded the motion.

Comments: None.

This resolution was unanimously approved as submitted.

2. Approval to Execute a Contract with Qualified Construction Corporation for Renovations of Nine (9) Scattered Sites Units DHC File No. H730 – **Resolution No. 3173**

Matthew Lents presented this resolution to the Board.

Commissioner Seybert moved to table this resolution.

Commissioner Williams seconded the motion.

Comments: Commissioner Williams questioned DHC's methodology for arriving at the \$1 million cost as well as the project's timeline. According to Mr. Lents, there was just one contractor working on the 9 units. \$740,000 was the internal estimate. The cost increased as a result of rising labor and material costs. The contract duration is 180 days, we expect them to turn over in probably about 4 months. Commissioner Williams inquired about the contractor's capacity to work on additional DHC properties. Mr. Lents said not under this contract. Commissioner Seybert asked about the PE term restrictions. Five possible bidders, according to Mr. Lents. Commissioner Seybert inquired as to whether DHC has a list of eligible bidders that is publicly available and if there were any suggestions as to how we may boost participation. Mr. Lents said, 'yes,' we use MITN Purchasing Group, which is the States Government solicitation. We have reached out to vendors that have completed work for us in the past, i.e., vendors, general contractors, among others. There was some extra effort from the team to drum up interest. Commissioner Seybert asked if our regulations prohibit us from teaming up on bids. Mr. Lents explained that we are our own entity, the fact that we don't mix funding with anyone else is really working with water. But we're exploring other contracts. President Hosey inquired about some of the vacant Scattered Sites Homes. Ms. Henriquez explained that DHC did not get rid of all the vacant homes and added that the strategy under repositioning will be shared with the board. Ms. Henriquez went on to explain the restructuring of the property management operations.

This resolution was unanimously approved as submitted.

3. Approval to Submit to HUD Portfolio Award Application for All DHC Properties - **Resolution No. 3175**

Fatima Garland presented this resolution to the Board.

Commissioner Seybert moved for approval of this resolution.
Vice President Bailer seconded the motion.

Comments: President Hosey was concerned as to why the agency needed resolution #3176 and 3177 if this resolution is for all DHC properties. Ms. Garland explained the difference between each resolution presented. Commissioner Williams asked if this meant every single unit would go to RAD. Ms. Garland said, 'no,' there are other options. Ms. Henriquez explained how RAD works. President Hosey requested a detailed analysis for the board to review. Commissioner Cowan agreed and asked for an entire picture in order to understand the global impact. Commissioner Seybert said he would vote 'no' on the deal if the board does not have a clear plan for

capital funding. Moon Tran explained that the impact for the residents is minimal. The board resolution does not obligate or bind DHC to convert any property to RAD. If at the end of the negotiations, DHC finds that this is still not in the best interest of the agency, then the agency is free to proceed as such. Lori Harris addressed the concerns the board had related to capital funds.

This resolution was unanimously tabled by roll call vote.

4. Approval to Submit to HUD Rental Assistance Demonstration (RAD) Application for All 10 Gardenvue Estate Properties (Non-Leveraged / No Debt RAD Conversion) – **Resolution No. 3176**

Commissioner Seybert moved for approval of this resolution.
Commissioner Cowan seconded the motion.

Comments: None

This resolution was unanimously approved as submitted.

5. Approval to Submit to HUD Rental Assistance Demonstration (RAD) Application for 5 Woodbridge Estate Properties (Non-Leveraged / No Debt RAD Conversion) – **Resolution No. 3177**

Fatima Garland presented this resolution to the Board.

Commissioner Seybert moved for approval of this resolution.
Commissioner Cowan seconded the motion.

Comments: None

This resolution was unanimously tabled by roll call vote.

6. Approval to Negotiate a Real Estate Agreement Between Detroit Housing Commission and the Habitat Company for the Redevelopment of the Villages at Parkside – **Resolution No. 3178**

Fatima Garland presented this resolution to the Board.

Commissioner Cowan moved for approval of this resolution.
Commissioner Williams seconded the motion.

Comments: Commissioner Seybert asked is the intent to bring the contract back to the board before it is executed. Ms. Henriquez informed the board that she cannot sign without a resolution of authorization. Commissioner Cowan inquired about DHC's previous work relationship with Habitat. Ms. Diggs-Jackson stated that the DHC worked well with the Habitat Company.

This resolution was unanimously approved as submitted.

VII. DHC Information Items: None

DHC Departmental Monthly Reports

- 1) Finance
- 2) Rental Assistance
- 3) Real Estate Management
- 4) Capital Improvement
- 5) Real Estate Development
- 6) General Counsel
- 7) Human Resources
- 8) Information Technology
- 9) Procurement
- 10) Resident Services

Comments: None

VIII. General Public Comments:

Zachary Rowe, Friends of Parkside (FOP):

Mr. Rowe briefly spoke on FOP's history with DHC and how they were chosen as a subcontractor for the Parkside HOPE VI proposal during the neighborhood revitalization. In support of resolution #3178, Mr. Rowe ask that DHC recognize in its contract with the Habitat organization, the important role that FOP has played within the Villages at Parkside. Mr. Rowe thanked the board of commissioners for their support to the DHC and Villages at Parkside residents.

Joletha Goodwin, Villages at Parkside: Ms. Goodwin expressed her concern that the bid selection process was rushed and that there was no clear direction. She encouraged DHC to take these issues into account in the future.

IV. Commissioner Comments: None

IX. DHC Staff Comments:

X. Adjournment

Commissioner Seybert moved for adjournment.
Commissioner Cowan seconded the motion.

The meeting was adjourned at 12:08 p.m.

January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION:

SUBJECT:

**SUBMISSION OF THE FY 2022 AUDIT BY PLANTE & MORAN, PLLC
RESOLUTION NO. 3174**

RECOMMENDATION:

Staff recommends adoption of Resolution No. 3174, which authorizes Sandra B. Henriquez, as the Chief Executive Officer, or her designee, to accept the audit report on the DHC financial statements for Fiscal Year 2022 (year ending June 30, 2022) as presented by the Detroit Housing Commission's ("DHC") independent auditors, Plante & Moran PLLC ("Plante & Moran").

CONTACT PERSON

Luke Joseph
Chief Financial Officer
313-877-8551

SUMMARY:

The annual financial statement audit has been completed by Plante & Moran, in accordance with the Auditing Services Contract, for fiscal year 2022 (year ending June 30, 2022).

BACKGROUND:

The annual financial statement audit for the fiscal year ending June 30, 2022, was contracted to Plante & Moran for the fifth year of the Auditing Services Contract. The audit is now complete and will be presented to the Board by Plante & Moran. Upon Board acceptance, the audit will be filed with HUD, the Federal Clearinghouse, and the State of Michigan in accordance with reporting regulations.

The results of the audit show the financial statements received an unmodified opinion and there were no findings on internal controls over financial reporting.

FINANCIAL CONSIDERATIONS:

The financial statements present DHC's historical financial position as of June 30, 2022 (balance sheet). The financial statements also present changes in financial position for the year ended June 30, 2022 (income statement), and related cash flows (cash flow statement). There is no fiscal impact today for the Board to decide; however, the information presented is a key component that impacts future decisions regarding financial strategies and planning.

POLICY CONSIDERATIONS:

This audited financial report fulfills the HUD regulations, and DHC policy, requiring a financial audit to be completed annually and to be submitted to the Board, HUD and other organizations requiring it.

Respectfully submitted,


Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

RESOLUTION NO. 3174

ADOPTED BY THE DETROIT HOUSING COMMISSION

JANUARY 26, 2022

BE IT RESOLVED BY THE DETROIT HOUSING COMMISSION:

The fiscal year 2022 audited financial report as presented by Plante & Moran PLLC. is accepted by the Board of Commissioners. Sandra B. Henriquez, in her capacity as Chief Executive Officer, or her designee, is authorized to submit the fiscal year 2022 audited financial report to the U.S. Department of Housing and Urban Development and other organizations requiring it.

Richard Hosey, PRESIDENT

ATTEST:

SECRETARY

FOR CLERK USE ONLY

RESOLUTION NO. 3174

DATE ADOPTED _____

December 12, 2022

To the Board of Commissioners
Detroit Housing Commission

We have audited the financial statements of Detroit Housing Commission (the "Commission") as of and for the year ended June 30, 2022 and have issued our report thereon dated December 12, 2022. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated October 6, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the Commission. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of the Commission's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of the Commission, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated December 12, 2022 regarding our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters in October 2022.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Detroit Housing Commission are described in Note 2 to the financial statements.

No new accounting policies were adopted, and the application of existing policies was not changed during 2022.

We noted no transactions entered into by Detroit Housing Commission during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were the estimation of lives of capital assets; the pension asset; and the disclosure included for the potential liability to remediate the soil based on the Michigan Department of Environment, Great Lakes, and Energy review. We evaluated the key factors and assumptions used to develop the useful lives for capital assets and reviewed the assumptions used for actuarial valuation of the pension liability in determining that it is reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

The attached schedule summarizes uncorrected misstatements of the financial statements that were requested to be recorded. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. However, uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future period financial statements to be materially misstated.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the Commission, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the Commission's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 12, 2022.

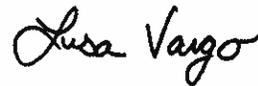
Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the Commission's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of the Board of Commissioners and management of Detroit Housing Commission and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante & Moran, PLLC



Lisa Vargo, CPA
Partner

Attachment

Client: **Detroit Housing Commission**
 Opinion Unit: **Governmental Activities**
 Year-end **6/30/2022**

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The effect of misstatements and classification errors identified would be to increase (decrease) the reported amounts in the financial statement categories identified below.

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Deferred Outflows of Resources	Current Liabilities	Long-term Liabilities	Deferred Inflows of Resources	Equity	Revenue	Expenses	Net income statement impact
FACTUAL MISSTATEMENTS:											
A1	Amortization of deferred outflow in relation to Parkside II and Parkside IV			\$ (1,194,139)						\$ 1,194,139	\$ (1,194,139)
JUDGMENTAL ADJUSTMENTS:											
B1											
PROJECTED ADJUSTMENTS:											
C1											
	Combined effect	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Less: Effect of adjustments for which auditor's report is qualified	-	-	(1,194,139)	-	-	-	-	-	1,194,139	(1,194,139)
	Total	\$ -	\$ -	\$ (1,194,139)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,194,139	\$ (1,194,139)

PASSED DISCLOSURES AND FINANCIAL STATEMENT PRESENTATION ISSUES:



Executive Office
1301 East Jefferson Avenue
Detroit, Michigan 48207
313.877.8608
313.877.8769 Fax

January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION:

SUBJECT:

**ADOPTION OF ANNUAL SCHEDULE OF REGULAR MEETINGS OF THE BOARD
OF COMMISSIONERS - RESOLUTION NO. 3179**

RECOMMENDATION:

Staff recommends adoption of Resolution No. 3179, establishing the annual schedule of regular meetings of the Board of Commissioners as required by the 2022 Amended and Restated Bylaws.

CONTACT PERSON:

Sandra B. Henriquez
Chief Executive Officer
(313) 877-8867

BACKGROUND:

Article IV. – Meetings, Section 2, states that the Board of Commissioners (“Board”) holds regular meetings on the fourth Thursday of each month at a time fixed by the Board with the exception of November and December. Since the Board only acts through its resolutions, the Board must adopt a resolution specifying the dates and times of the regular meetings of the Board. Once the schedule is adopted, Section 4 of Article IV requires that by the tenth day after the first meeting of the Board in each calendar year, a schedule of the regular meetings of the Board be posted according to the Open Meetings Act, MCL §15.261 to 15.275.

The November meeting date has been scheduled for the third Thursday of the month instead of the fourth Thursday of the month in light of the Thanksgiving Holiday. The December meeting date has been scheduled for the second Thursday of the month instead of the fourth Thursday in light of the Christmas holiday.



Staff recommends that the Board adopt the schedule of regular meetings as stated in the attached 2023 Schedule of Regular Meetings of the Detroit Housing Commission Board of Commissioners.

POLICY CONSIDERATIONS:

The authority to set the annual schedule of regular meetings of the Board is within the Board's purview to establish policy.

Respectfully Submitted: 
Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

RESOLUTION NO. 3179

ADOPTED BY THE DETROIT HOUSING COMMISSION

JANUARY 26, 2023

BE IT RESOLVED BY THE DETROIT HOUSING COMMISSION:

The Board adopts the Annual Schedule of Regular Meetings of the Detroit Housing Commission Board of Commissioners as specified in attached 2023 Schedule of Regular Meetings of the Detroit Housing Commission Board of Commissioners.

Richard Hosey, PRESIDENT

ATTEST:

SECRETARY

FOR CLERK USE ONLY

RESOLUTION NO: 3179

DATE ADOPTED: _____

DETROIT HOUSING COMMISSION

2023 SCHEDULE OF REGULAR MEETINGS OF THE DETROIT HOUSING COMMISSION BOARD OF COMMISSIONERS

**ALL MEETINGS ARE HELD AT 10:00 A.M.
AT THE DETROIT HOUSING COMMISSION'S MAIN OFFICE
AT 1301 E. JEFFERSON, DETROIT, MICHIGAN 48207**

Thursday, February 23, 2023

Thursday, March 23, 2023

Thursday, April 27, 2023

Thursday, May 25, 2023

Thursday, June 22, 2023

Thursday, July 27, 2023

Thursday, August 24, 2023

Thursday, September 28, 2023

Thursday, October 26, 2023

Thursday, November 16, 2023

Thursday, December 14, 2023

Thursday, January 25, 2024

January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION:

SUBJECT:

THIS MONTHLY INFORMATIONAL REPORT PROVIDES INCOME AND EXPENSE RESULTS FOR DHC'S THREE MAJOR PROGRAMS

CONTACT PERSON:

Luke Joseph
Chief Financial Officer
313-877-8557

OVERVIEW:

Financial reports for the month of **November 2022** are presented for your review and approval. These reports allow the Board to stay informed of our financial results throughout the fiscal year. Please review and bring your feedback and questions to the next Board Meeting.

MAJOR HIGHLIGHTS:

Consolidated Income Statement – This statement is a snapshot of the major program areas and is a cumulative total of our operating activities at the reporting date.

Program-Specific Income Statements with Budget Comparison – These statements are presented with more detail on each program's activities and comparisons to budget. The statements will show current month and cumulative totals for both budget and actual. We will discuss these further at the Board Meeting.

- **Central Office** – this report shows the revenue and expenses for this fiscal year. The Central Office shows a net gain of \$46k for the month; and has a net gain of 378k year-to-date (YTD). This is largely due to administrative salaries and related benefit costs continuing to trend below budget.



- Rental Assistance programs show an overall net loss of \$889k for the month; it has a net loss of 2.7m YTD. As required by HUD, DHC tracks Housing Assistance Payment (HAP) operations separately from the cost of administering the Assisted Housing Program.

Administrative Operations had a net gain of \$18k in November; and it has a net gain of \$248k YTD. Total HAP outlays in November were \$3,775,087 against \$2,867,067 in funding provided. YTD HAP expenses have exceeded revenues by \$906K. We have asked to be reimbursed from HUD Held Reserves upon and has been approved in the amount of \$3,156,200.

- For the Resident Opportunity and Supportive Services (ROSS) program, each month we show the revenues and expenses of this program, which is a group of reimbursement-only grants that fund most of the activities in the Resident Services. This report shows that \$260k was spent for the year. This also includes Job PLUS grant expense amount.
- Low Income Public Housing (LIPH) – includes an overall budget comparison, as well as year-to-date information by type. LIPH had a net income of \$183k in the month of November, YTD net income is 879k.
- Also included is a report showing LIPH properties by type. This report shows year-to-date budget to actual amounts and variances.
- PHAS Scoring – included is a report on the calculation for PHAS Financial Indicators for FY 2023, which shows an estimated score of 21.24. Any audit flags could reduce this score. PHAS Management Indicators report is also included, which shows an estimated score of 5.15 out of 25 points.

Respectfully submitted, *Luke Joseph*

Luke Joseph, Chief Financial Officer

Sandra B. Henriquez

Sandra B Henriquez, Secretary to the Board
Detroit Housing Commission

CONSOLIDATED INCOME STATEMENT

Property Type Comparison

Period = Jul 2022-Nov 2022

	Central Office	Rental Assistance	ROSS	Low Income Operating	Total
	Actual	Actual	Actual	Actual	Actual
Revenue & Expenses					
INCOME					
Tenant Income	0	0	0	2,465,947	2,465,947
GRANT INCOME					
Operating Subsidy	0	0	0	7,495,308	7,495,308
Section 8 HAP Earned	0	14,922,322	0	0	14,922,322
Section 8 Admin. Fee Income	0	1,558,318	0	0	1,558,318
Section 8 Admin. Fee Special	0	200	0	0	200
FSS Non-recurring Grant	0	0	118,290	0	118,290
Other Government Grants	0	0	141,889	0	141,889
HUD Income	0	16,480,840	260,179	7,495,308	24,236,327
OTHER INCOME					
Investment Income - Unrestricted	18,679	20,083	0	372,889	411,651
Dividend Income - Unrestricted	5,284	0	0	143,224	148,507
Investment Income - Restricted	0	5,059	0	0	5,059
Property Management Fee Income	673,353	0	0	0	673,353
Asset Management Fee Income	170,150	0	0	0	170,150
Bookkeeping Fee Income	115,428	0	0	0	115,428
Program Management Fees	467,532	0	0	0	467,532
Service Fee Income	29,886	0	0	0	29,886
CFP Management Fee Income	512,835	0	0	0	512,835
Fraud Recovery	0	8,240	0	200	8,440
Miscellaneous Income - donations	964	0	0	0	964
Miscellaneous Other Income	128,859	0	0	56,489	185,349
Operating Transfers IN	0	0	0	1,282,086	1,282,086

CONSOLIDATED INCOME STATEMENT

Property Type Comparison

Period - Jul 2022-Nov 2022

	Central Office Actual	Rental Assistance Actual	ROSS Actual	Low Income Operating Actual	Total Actual
TOTAL INCOME	2,122,971	16,514,222	260,179	11,816,143	30,301,863
EXPENSES					
ADMINISTRATIVE					
Administrative Salaries	902,823	477,751	196,645	1,088,261	2,665,480
Legal Expense	4,022	503	0	30,527	35,052
Staff Training	7,547	956	6,998	42,973	58,474
Travel	2,468	0	0	0	2,468
Auditing Fees	2,685	1,882	0	14,823	19,390
Port Out Admin Fee Paid	0	1,179	0	0	1,179
Management Fee to AME	170,990	0	0	0	170,990
Marketing	0	0	0	2,716	2,716
Office Rent	0	37,500	0	0	37,500
Professional Services	88,044	134,477	0	52,371	274,892
Miscellaneous Admin Expenses	232,423	184,544	8,148	384,580	809,695
Management Fee	0	467,532	0	673,353	1,140,885
Asset Management Fee	0	0	0	170,150	170,150
Bookkeeping Fee	0	0	0	115,428	115,428
TOTAL ADMINISTRATIVE EXPENSES	1,411,004	1,306,324	211,791	2,575,182	5,504,299
Tenant Services	98,335	0	44,860	26,207	169,402
Utilities	68,584	0	0	1,657,207	1,725,791
MAINTENANCE AND OPERATIONS					
General Maint Expense	97,383	0	0	1,458,395	1,555,777
Materials	5,859	0	0	272,789	278,649

CONSOLIDATED INCOME STATEMENT

Property Type Comparison

Period = Jul 2022-Nov 2022

	Central Office		Rental Assistance		ROSS		Low Income Operating		Total	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Contract Costs	36,375	0	0	0	0	0	1,533,777	1,570,153		
TOTAL MAINTENANCE EXPENSES	139,617	0	0	0	0	0	3,264,962	3,404,579		
GENERAL EXPENSES										
Property Insurance	7,847	0	0	0	0	0	181,163	189,009		
Auto Insurance	7,073	2,888	0	0	0	0	49,241	59,201		
Workers Comp Insurance	11,917	3,018	3,528	0	0	0	79,987	98,450		
Insurance Other	525	26,799	0	0	0	0	53,312	80,636		
Misc. Taxes/Licenses/Insurance	40	0	0	0	0	0	1,640	1,680		
Bad Debt-Tenant Rents	0	0	0	0	0	0	244,941	244,941		
Security/Law Enforcement	0	0	0	0	0	0	924,879	924,879		
Other General Expense	0	0	0	0	0	0	1,818,809	1,818,809		
TOTAL GENERAL EXPENSES	27,402	32,704	3,528	0	0	0	3,353,970	3,417,605		
HOUSING ASSISTANCE PAYMENTS										
Housing Assistance Payments	0	17,252,059	0	0	0	0	0	17,252,059		
Tenant Utility Payments	0	524,922	0	0	0	0	0	524,922		
Portable Out HIAP Payments	0	23,858	0	0	0	0	0	23,858		
FSS Escrow Payments	0	123,562	0	0	0	0	8,483	132,045		
TOTAL HOUSING ASSISTANCE PAYMENTS	0	17,924,401	0	0	0	0	8,483	17,932,884		
NON-OPERATING ITEMS										
Operating Transfers OUT	0	0	0	0	0	0	50,782	50,782		
TOTAL NON-OPERATING ITEMS	0	0	0	0	0	0	50,782	50,782		
TOTAL EXPENSES	1,744,941	19,263,430	260,179	10,936,793	32,205,342					
NET INCOME	378,030	-2,749,208	0	879,350	-1,903,479					

**CENTRAL OFFICE COST CENTER
Budget Comparison**

Period: 1/1/2022

Revenue & Expenses	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME									
OTHER INCOME									
Investment Income - Unrestricted	5,606	1,000	4,606	461	18,679	5,000	13,679	274	12,000
Dividend Income - Unrestricted	0	42	-42	-100	5,284	210	5,074	2,416	515
Property Management Fee Income	132,261	126,491	5,770	5	673,353	632,465	40,888	6	1,517,889
Asset Management Fee Income	34,030	34,030	0	0	170,150	170,150	0	0	400,360
Bookkeeping Fee Income	22,723	25,522	-2,799	-11	115,428	127,610	-12,182	-10	306,270
Program Management Fees	95,043	91,650	3,393	4	467,532	458,250	9,282	2	1,099,800
Service Fee Income	6,831	35,529	-28,698	-81	29,886	177,645	-147,759	-83	426,350
CFP Management Fee Income	102,567	102,567	0	0	512,835	512,835	0	0	1,230,801
Miscellaneous Income - donations	0	471	-471	-100	964	2,355	-1,390	-59	5,651
Miscellaneous Other Income	7,535	7,550	-15	0	128,859	37,750	91,109	241	90,600
TOTAL INCOME	406,596	424,852	-18,256	-4	2,122,971	2,124,260	-1,289	0	5,098,236
EXPENSES									
ADMINISTRATIVE									
Administrative Salaries	197,336	256,628	-59,292	23	902,823	1,283,142	-380,318	30	3,079,544
Legal Expense	0	56	-56	100	4,022	280	-3,742	-1,337	673
Staff Training	149	4,147	-3,998	96	7,547	20,735	-13,188	64	49,750
Travel	0	896	-896	100	2,468	4,460	-2,012	45	10,750
Auditing Fees	1,043	1,043	0	0	2,685	5,215	-2,530	49	12,518
Management Fee to A/E	57,003	35,850	21,153	-59	170,990	179,250	-8,260	5	420,200
Professional Services	29,335	18,714	10,621	-57	88,044	93,570	-5,526	6	224,581
Miscellaneous Admin Expenses	45,532	38,108	7,424	-19	232,423	190,540	-41,883	-22	457,361
TOTAL ADMINISTRATIVE EXPENSES	330,399	355,442	-25,044	7	1,411,004	1,777,212	-366,208	21	4,265,377
Tenant Services	896	0	896	N/A	98,335	0	-98,335	N/A	0
Utilities	11,172	14,307	-3,135	22	68,584	71,535	-2,951	4	171,698
MAINTENANCE AND OPERATIONS									
General Maint Expense	11,511	26,883	-15,373	57	97,383	134,417	-37,034	28	322,987
Materials	1,461	9,248	-7,787	84	5,859	46,240	-40,381	87	110,964
Contract Costs	988	11,913	-10,925	92	36,375	59,565	-23,190	39	142,958
TOTAL MAINTENANCE EXPENSES	13,960	48,044	-34,084	71	139,617	240,222	-100,605	42	576,909
GENERAL EXPENSES									
Property Insurance	0	1,847	-1,847	100	7,847	9,235	-1,388	15	22,164
Auto Insurance	1,415	2,974	-1,559	52	7,073	14,870	-7,797	52	35,669
Workers Comp Insurance	1,857	2,235	-378	17	11,917	11,175	742	-7	26,820
Insurance Other	525	0	525	N/A	525	0	-525	N/A	0
Misc. Taxes/Licenses/Insurance	0	0	0	N/A	40	0	-40	N/A	0
TOTAL GENERAL EXPENSES	3,796	7,056	-3,260	46	27,402	35,280	-7,878	22	84,653
TOTAL EXPENSES	360,222	424,850	-64,628	15	1,744,941	2,124,249	-379,307	18	5,098,237
NET INCOME	46,374	2	46,372	2,060,984	378,029	11	378,018	3,360,160	1

**RENTAL ASSISTANCE
Budget Comparison**

Period: Nov 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Actual
ADMINISTRATIVE REVENUE AND EXPENSES									
Administrative Revenue									
Grant Revenue	311,853	285,949	25,904	9	1,554,214	1,429,745	124,469	9	1,715,694
Section 8 Admin. Fee Income	0	0	0	N/A	200	0	200	N/A	0
Section 8 Admin. Fee Special	311,853	285,949	25,904	9	1,554,518	1,429,745	124,773	9	1,715,694
Total Grant Revenue									
Other Revenue	3,387	42	3,345	7,964	20,683	210	19,473	943	252
Investment Income - Unrestricted	0	2,083	-2,083	-100	0	10,415	-10,415	-100	14,498
Dividend Income - Unrestricted	0	208	-208	-100	2,269	2,269	0	0	1,248
Fund Recovery	3,387	2,333	1,054	45	28,232	11,483	16,749	143	13,998
Total Other Revenue									
Total Administrative Revenue	315,240	288,382	26,858	9	1,584,941	1,441,410	143,531	10	1,729,692
Administrative Expenses									
Administrative Salaries and Benefits	102,553	154,382	51,829	34	477,731	771,010	293,279	38	825,212
Tenant Screening	0	0	0	N/A	503	0	-503	N/A	0
General Legal Expense	0	500	500	100	0	2,300	2,300	100	3,000
Staff Training	0	83	83	100	996	4,185	3,209	77	4,998
Travel	0	125	125	100	0	635	635	100	750
Auditing Fees	731	784	53	7	1,882	3,800	1,918	51	4,584
Port Out Admin Fee Paid	374	0	-374	N/A	1,179	0	-1,179	N/A	0
Management Fee	95,043	91,650	3,393	4	467,532	458,250	9,282	2	549,900
Office Rent	20,981	19,959	1,022	5	134,477	99,795	34,682	35	119,754
Professional Services	0	417	417	100	0	2,085	2,085	100	2,502
Membership and Fees	0	92	92	100	0	460	460	100	552
Advertising	2,812	6,003	3,191	52	16,558	30,415	13,857	46	36,488
Office Supplies	1,703	1,048	655	62	2,245	7,199	4,954	51	6,488
Telephone	592	3,167	2,575	81	10,430	15,835	5,405	34	19,002
Postage	7,775	15,664	7,889	50	30,629	78,230	47,601	61	93,984
Temporary Information Systems	30,208	0	-30,208	N/A	103,097	0	-103,097	N/A	0
Temporary Administrative Labor	1,392	1,872	480	34	9,356	9,360	4	0	11,232
Small Office Equipment	1,625	0	-1,625	N/A	8,148	0	-8,148	N/A	0
Bank Fees	1,094	0	-1,094	N/A	2,582	0	-2,582	N/A	0
Other Hour Admin Expenses	274,605	304,266	29,661	10	1,396,224	1,321,330	74,894	14	1,825,596
Total Administrative Expenses									
Net Administrative Gain (Loss)	0	42	42	100	0	210	210	100	252
Maintenance and Operations									
Maintenance	0	42	42	100	0	210	210	100	252
Total Maintenance and Operations									
General Expenses									
Auto Insurance	578	0	-578	N/A	2,888	0	-2,888	N/A	0
Workers Comp Insurance	434	0	-434	N/A	3,018	0	-3,018	N/A	0
Insurance Other	31,561	8,644	-22,917	-73	26,799	43,230	16,431	38	51,864
Bad Debt-Other	0	2,750	2,750	100	0	13,750	13,750	100	15,500
Total General Expenses	32,573	11,394	-21,179	-100	32,704	56,970	24,266	43	68,364
NET ADMINISTRATIVE GAIN (LOSS)	37,662	-27,430	65,092	385	247,812	-137,180	384,992	281	-144,320
HAP REVENUE AND EXPENSES									
HAP Revenue	2,807,967	2,862,995	-55,028	-2	14,932,222	14,814,975	117,247	1	17,777,970
Investment Income Restricted	1,548	0	1,548	N/A	5,659	0	5,659	N/A	0
Housing Assistance Payments	3,033,425	2,862,995	170,430	6	17,322,059	14,814,975	2,507,084	16	17,777,970
Tenant Utility Payments	109,744	0	109,744	N/A	294,922	0	294,922	N/A	0
Portable Out HAP Payments	8,456	0	8,456	N/A	23,839	0	23,839	N/A	0
PSS Incentive Payments	25,242	0	25,242	N/A	122,562	0	122,562	N/A	0
Total Housing Assistance Payments	3,775,007	2,862,995	912,012	32	17,934,901	14,814,975	3,120,926	21	17,777,970
NET HAP INCREASE (DECREASE) TO HHA	-968,472	0	-968,472	N/A	-2,897,030	0	-2,897,030	N/A	0
NET ADMIN AND HAP	-886,610	-27,430	-914,040	-3141	-2,249,208	-137,180	-2,112,028	-1,965	-184,320

**ROSS PROGRAM
Budget Comparison**

Period - Nov 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses									
INCOME									
GRANT INCOME									
FSS Non-recurring Grant	41,975	25,648	-16,327	-64	118,290	128,240	9,950	8	153,888
Other Government Grants	31,655	16,194	-15,461	-95	141,889	80,970	-60,919	-75	97,164
HUD Income	73,630	41,842	-31,788	-76	260,179	209,210	-50,969	-24	251,052
OTHER INCOME									
TOTAL INCOME	73,630	41,842	-31,788	-76	260,179	209,210	-50,969	-24	251,052
EXPENSES									
ADMINISTRATIVE									
Administrative Salaries	48,355	39,744	-8,611	-22	196,645	198,720	2,075	1	238,464
Staff Training	6,998	625	-6,373	-1,020	6,998	3,125	-3,873	-124	3,750
Miscellaneous Admin Expenses	2,985	1,472	-1,493	-101	8,148	7,360	-788	-11	8,832
TOTAL ADMINISTRATIVE EXPENSES	58,318	41,841	-16,477	-39	211,791	209,205	-2,586	-1	251,046
Tenant Services	14,461	0	-14,461	N/A	44,860	0	-44,860	N/A	0
GENERAL EXPENSES									
Workers Comp Insurance	852	0	-852	N/A	3,528	0	-3,528	N/A	0
TOTAL GENERAL EXPENSES	852	0	-852	N/A	3,528	0	-3,528	N/A	0
TOTAL EXPENSES	73,631	41,841	-31,790	-76	260,179	209,205	-50,974	-24	251,046
NET INCOME	1	1	2		0	5	5		-2,632,451

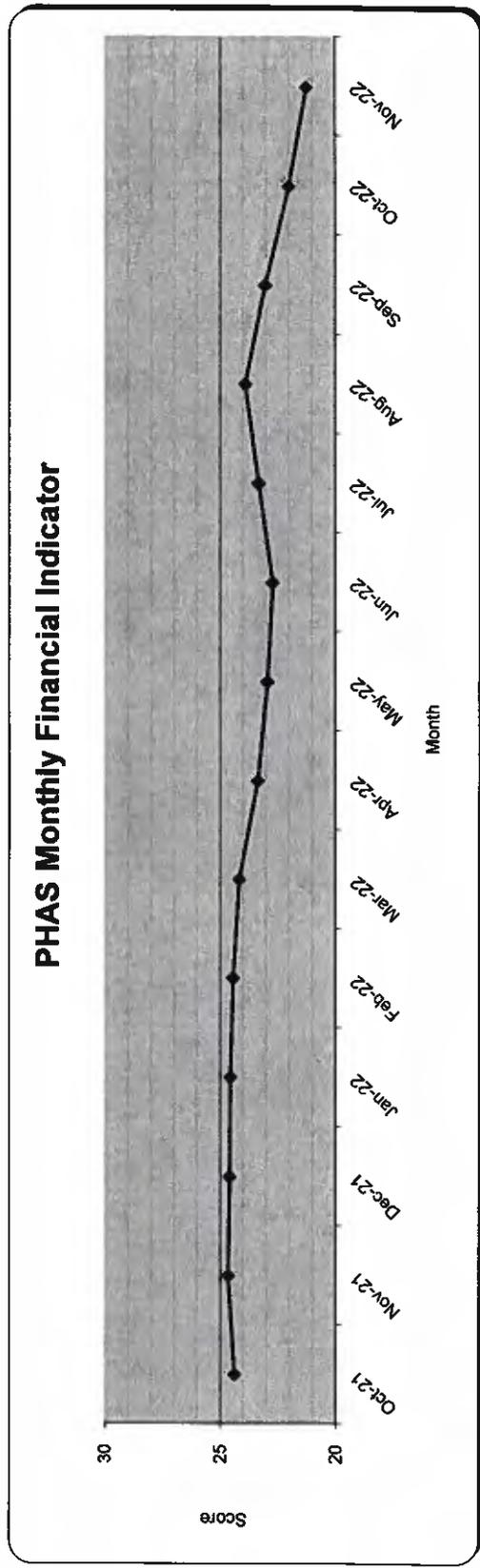
LOW INCOME PUBLIC HOUSING
Budget Comparison

Period - Nov 2022

	YTD Actual	YTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Actual
INCOME									
Tenant Income	425,408	522,279	-92,871	-18	2,465,547	2,611,395	-145,848	-6	6,267,352
Operating Subsidy	1,479,234	1,364,195	115,539	8	7,495,308	6,820,976	674,332	10	16,370,248
Investment Income - Unrestricted	104,960	18,132	86,828	479	372,889	50,660	322,229	311	217,583
Dividend Income - Unrestricted	0	5,225	-5,225	-100	143,224	26,127	117,097	448	62,704
Fraud Recovery	200	0	200	N/A	200	0	200	N/A	0
Miscellaneous Other Income	1,225	0	1,225	N/A	56,489	0	56,489	N/A	0
Operating Transfers IN	256,416	256,417	-1	0	1,262,086	1,262,084	2	0	3,077,001
TOTAL INCOME	2,272,042	2,166,248	105,794	5	11,816,143	10,831,241	984,902	9	25,994,068
EXPENSES									
ADMINISTRATIVE									
Administrative Salaries	214,188	194,676	19,512	-10	1,088,261	973,382	114,879	-12	2,336,118
Legal Expense	8,289	3,725	4,564	-123	30,527	19,624	11,903	-64	49,698
Staff Training	2,120	1,389	731	-53	42,973	6,947	36,026	-519	16,673
Auditing Fees	5,759	5,759	0	0	14,823	28,795	13,972	-9	69,108
Marketing	339	782	443	57	2,716	3,909	1,192	31	9,381
Professional Services	5,200	5,176	24	0	52,371	25,882	26,489	-102	62,120
Miscellaneous Admin Expenses	91,909	63,883	28,026	-46	384,380	318,014	66,366	-21	763,453
Management Fee	132,261	126,491	5,770	-5	673,353	632,456	40,898	-6	1,517,888
Asset Management Fee	34,030	34,030	0	0	170,150	170,150	0	0	400,360
Bookkeeping Fee	22,723	25,522	2,800	11	115,428	127,612	12,184	10	306,270
TOTAL ADMINISTRATIVE EXPENSES	516,818	461,154	55,664	-12	2,575,182	2,305,772	269,410	-12	5,533,659
Tenant Services	6,918	25,507	18,589	73	26,207	127,534	101,327	79	306,086
Utilities	314,382	371,293	56,940	15	1,657,207	1,856,463	199,255	11	4,455,510
MAINTENANCE AND OPERATIONS									
General Maint Expense	295,867	286,314	9,553	-3	1,468,395	1,431,570	36,825	-2	3,435,767
Materials	44,138	60,414	16,276	27	272,789	302,068	29,279	10	734,964
Contract Costs	278,600	262,033	16,566	-6	1,533,777	1,310,166	223,611	-17	3,144,403
TOTAL MAINTENANCE EXPENSES	618,604	608,761	9,843	-2	3,264,962	3,043,804	221,157	-7	7,305,134
GENERAL EXPENSES									
Property Insurance	3,970	46,701	42,731	91	181,163	233,506	52,343	22	560,411
Auto Insurance	9,848	2,846	7,002	-246	49,241	14,230	35,010	-246	34,155
Workers Comp Insurance	16,116	10,622	5,494	-52	79,887	53,108	26,780	-51	127,461
Insurance Other	63,240	16,173	47,066	-291	53,312	80,853	27,540	34	194,669
Payments in Lieu of Taxes	0	15,649	15,649	100	0	78,246	78,246	100	187,786
Misc. Taxes/Licenses/Insurance	0	0	0	N/A	1,640	0	1,640	N/A	0
Bad Debt/Tenant Rents	-2,505	24,686	27,192	110	244,941	123,431	121,509	-98	296,238
Security/Law Enforcement	170,821	136,520	34,301	-25	924,679	642,600	282,079	-35	1,639,241
Other General Expense	364,764	424,018	59,254	14	1,818,899	2,120,088	301,279	14	6,089,215
TOTAL GENERAL EXPENSES	626,254	677,214	50,960	8	3,353,970	3,386,071	32,101	1	8,126,172
HOUSING ASSISTANCE PAYMENTS									
RSS Escrow Payments	6,488	0	6,488	N/A	8,483	0	8,483	N/A	0
TOTAL HOUSING ASSISTANCE PAYMENTS	6,488	0	6,488	N/A	8,483	0	8,483	N/A	0
NON-OPERATING ITEMS									
Operating Transfers OUT	0	0	0	N/A	50,282	0	50,282	N/A	0
TOTAL NON-OPERATING ITEMS	0	0	0	N/A	50,282	0	50,282	N/A	0
TOTAL EXPENSES	2,089,435	2,143,929	54,494	3	10,936,394	10,719,644	216,750	-2	25,727,162
NET INCOME	182,608	22,319	160,289	718	879,749	111,597	768,152	688	267,826

**Detroit Housing Commission
PHAS Financial Indicators
For the period 7/1/2022 through 11/30/2022**

AMP	Quick Ratio	MENAR		Debt Service Coverage		Total Score	Total Units	Unit Weighted Score	
		Calculation	Score	Calculation	Score				
AMP01	Brewster	6.90	12.00	7.06	11.00	25.00	1,245	31,125.00	
AMP02	Charles/Sojourner	5.45	12.00	10.54	11.00	25.00	925	23,125.00	
AMP03	Forest Park/Diggs	0.33	-	(1.10)	-	2.00	1,000	2,000.00	
AMP07	Harriet Tubman	1.30	8.65	0.91	-	10.65	995	10,594.06	
AMP11	Riverbend	15.55	12.00	5.43	11.00	25.00	470	11,750.00	
AMP12	Scattered West	7.95	12.00	9.78	11.00	25.00	385	9,625.00	
AMP13	Scattered East	6.22	12.00	9.07	11.00	25.00	405	10,125.00	
AMP14	Scattered Central	8.60	12.00	8.22	11.00	25.00	245	6,125.00	
AMP15	Sheridan	4.56	12.00	2.97	9.48	23.48	2,035	47,789.30	
AMP16	Smith	6.72	12.00	6.74	11.00	25.00	775	19,375.00	
AMP17	State Fair	3.01	12.00	3.05	9.60	23.60	995	23,485.60	
AMP18	Warren West	4.40	12.00	2.85	9.32	23.32	710	16,555.32	
AMP19	Woodbridge Sr. Village	3.23	12.00	3.21	9.84	23.84	1,480	35,287.01	
AMP28	Algonquin	19.92	12.00	24.39	11.00	25.00	60	1,500.00	
AMP29	Greenbrook	11.37	12.00	15.96	11.00	25.00	160	4,000.00	
FULL SCORE							11,885	252,461	21.24
							25.00		2.00

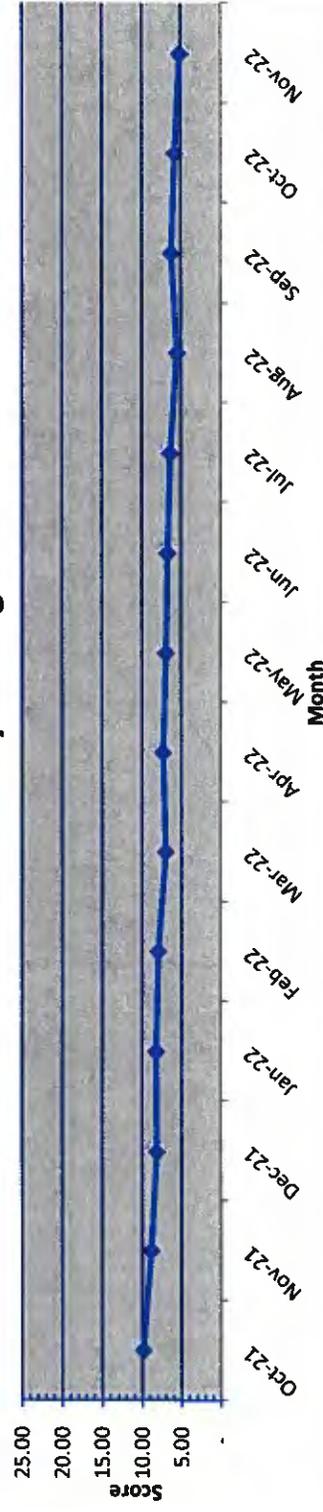


Calculated scores are estimates based on year to date activity, year end adjustments may have an effect on such estimates. Audited compliance findings within the low income and/or capital fund program may reduce or nullify the financial score.

**Detroit Housing Commission
PHAS Management Indicators
For the period 7/1/2022 through 11/30/2022**

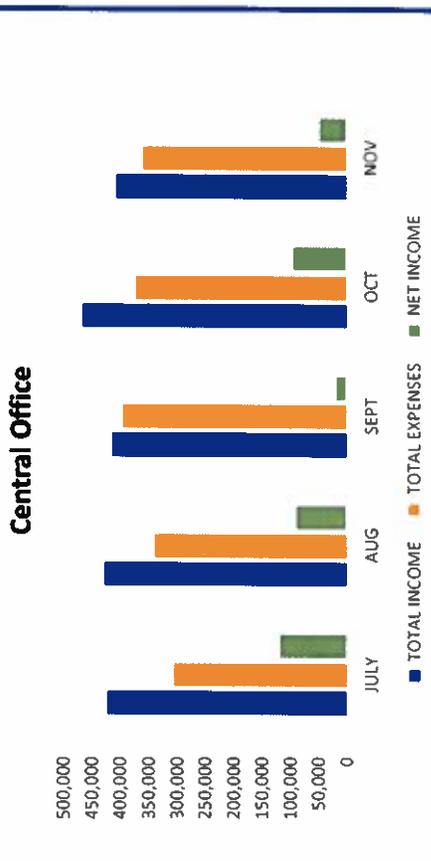
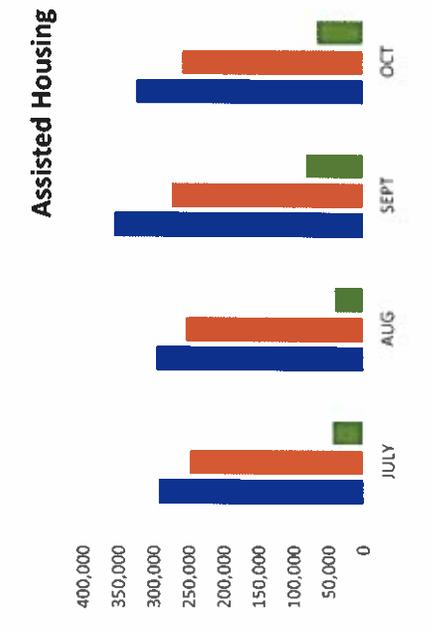
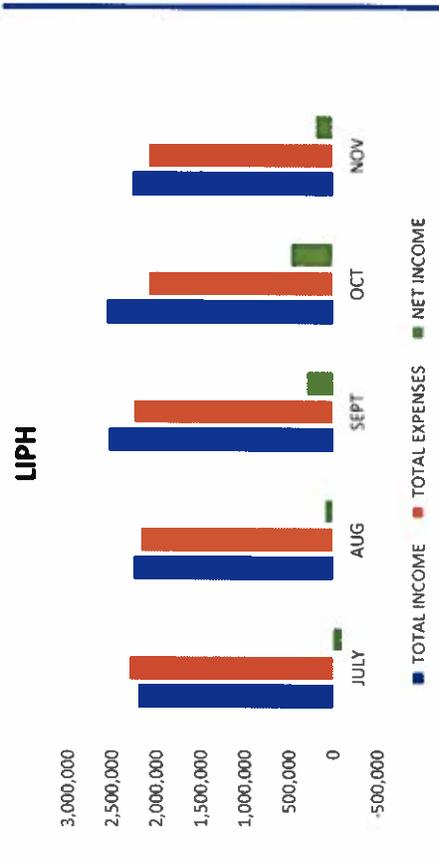
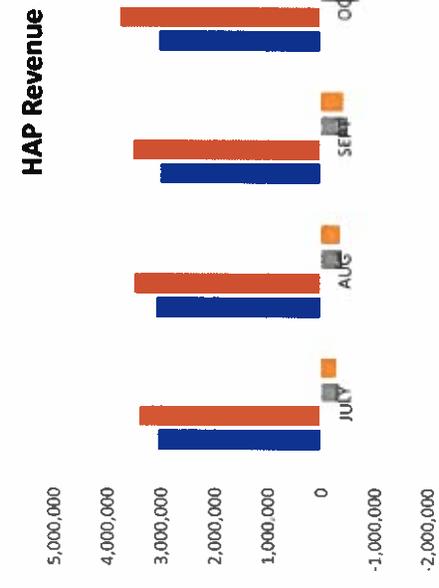
AMP	Accounts Receivable		Accounts Payable		Occupancy		Total Score	Total Units	Unit Weighted Score
	Calculation	Score	Calculation	Score	Calculation	Score			
AMP01	Brewster	0.475	-	0.53	4.00	0.958	8.00	1,245	14,940.00
AMP02	Charles/Sojourner	0.276	-	1.99	-	0.894	-	925	-
AMP03	Forest Park/Diggs	0.563	-	0.78	2.00	0.908	1.00	1,000	3,000.00
AMP07	Harriet Tubman	0.304	-	2.83	-	0.880	-	995	-
AMP11	Riverbend	0.379	-	0.28	4.00	0.987	16.00	470	9,400.00
AMP12	Scattered West	0.676	-	0.38	4.00	0.987	16.00	385	7,700.00
AMP13	Scattered East	0.436	-	0.49	4.00	0.881	-	405	1,620.00
AMP14	Scattered Central	0.517	-	0.36	4.00	0.816	-	245	980.00
AMP15	Sheridan	0.395	-	0.33	4.00	0.840	-	2,035	8,140.00
AMP16	Smith	0.846	-	0.31	4.00	0.911	1.00	775	3,875.00
AMP17	State Fair	0.125	-	1.27	2.00	0.864	-	995	1,990.00
AMP18	Warren West	0.377	-	0.43	4.00	0.876	-	710	2,840.00
AMP19	Woodbridge Sr. Village	0.146	-	1.12	2.00	0.857	-	1,480	2,960.00
AMP28	Algonquin	0.455	-	0.50	4.00	1.000	16.00	60	1,200.00
AMP29	Greenbrook	0.348	-	0.31	4.00	0.963	12.00	160	2,560.00
							25.00	11,885	61,205.00
Possible Points:		<0.015	5.00	<0.75	4.00	>0.98	16.00		
		<0.025	2.00	<1.50	2.00	0.961 - 0.98	12.00		
						0.941 - 0.96	8.00		
						0.921 - 0.94	4.00		
						0.901 - 0.92	1.00		
						<0.90	-		

PHAS Monthly Management Indicator



Calculated scores are estimates based on year to date activity, year end adjustments may have an effect on such estimates. At this time the Accounts Payable score does not include CFP payables. Including those payables will reduce the estimated score.

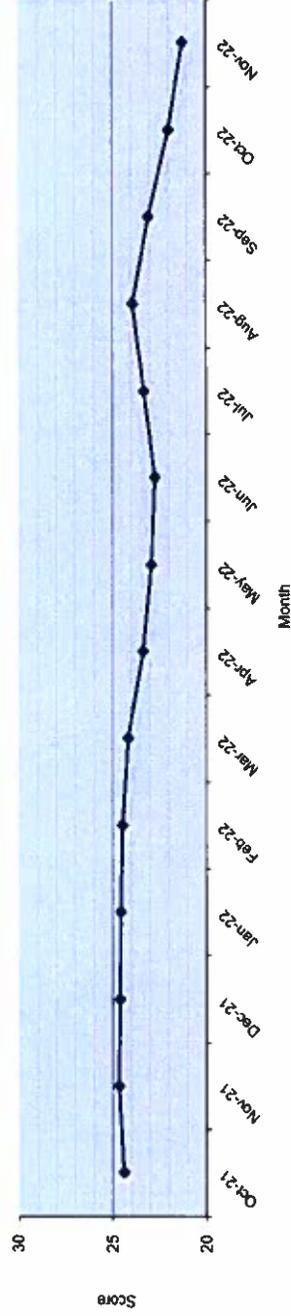
Finance



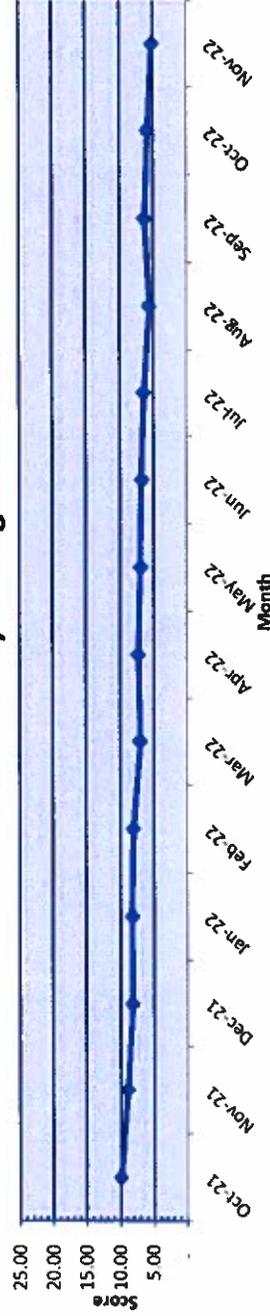
Finance



PHAS Monthly Financial Indicator



PHAS Monthly Management Indicator

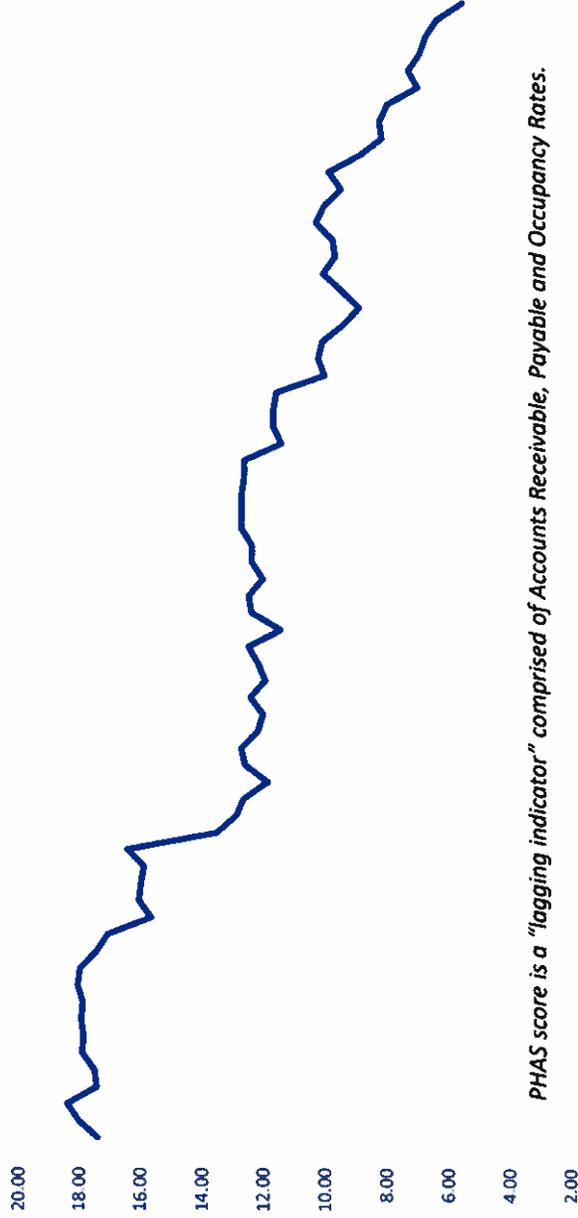


PHAS Management Score

PHAS scores have been in a steady decline since 2017.

Greatest impact on score decline is lack of Rent Collections influenced by Delinquent Recertifications.

PHAS Score (25 pts Maximum)



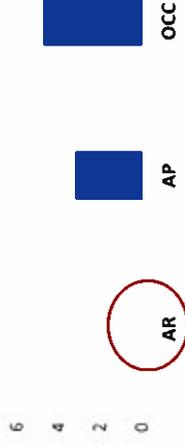
PHAS score is a "lagging indicator" comprised of Accounts Receivable, Payable and Occupancy Rates.

2017

11/2022



PHAS MGT CATEGORIES
(Current)



PHAS score is comprised of:

- Accounts Receivable
- Accounts Payable
- Occupancy

The current Accounts Receivable portion of composite score is **zero**

Delinquents are in the process of being brought current. This will increase the composite score, thus increasing PHAS Management Score

Finance



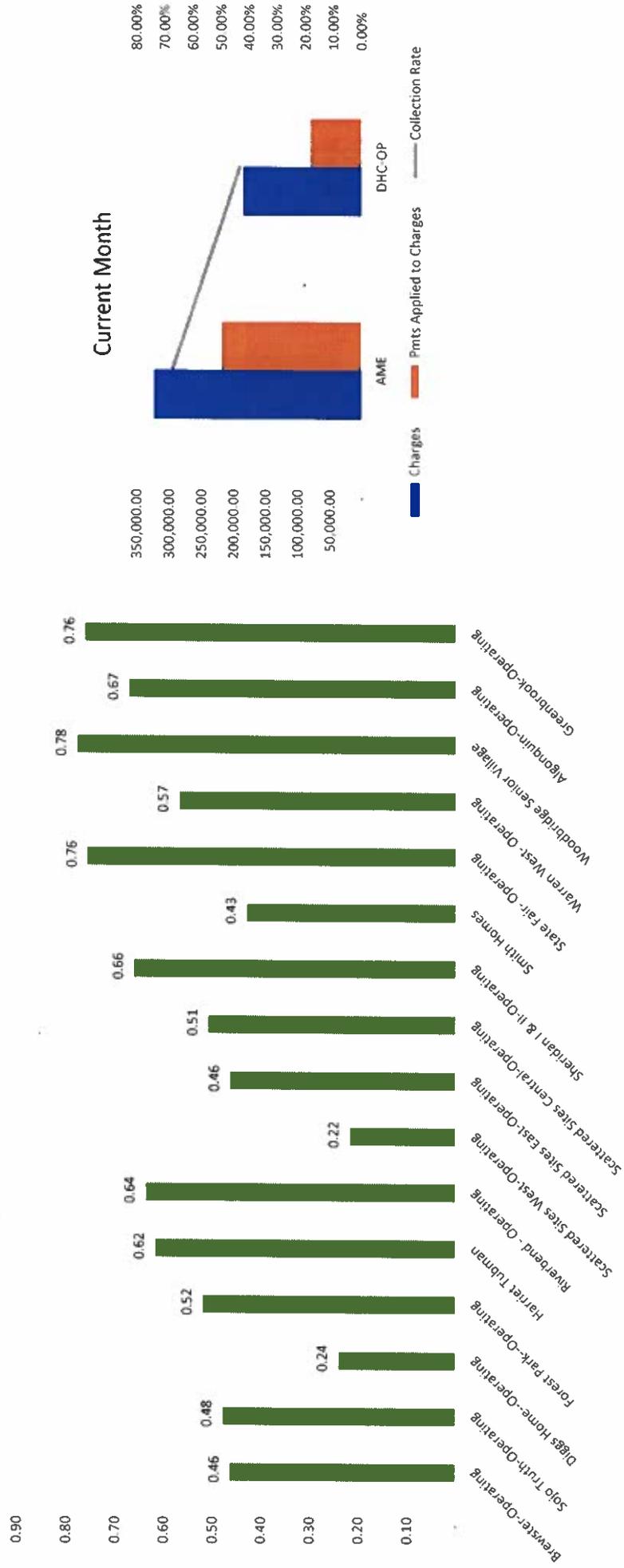
AME

DHC-OP

Finance



December | RENT Collection % by Property

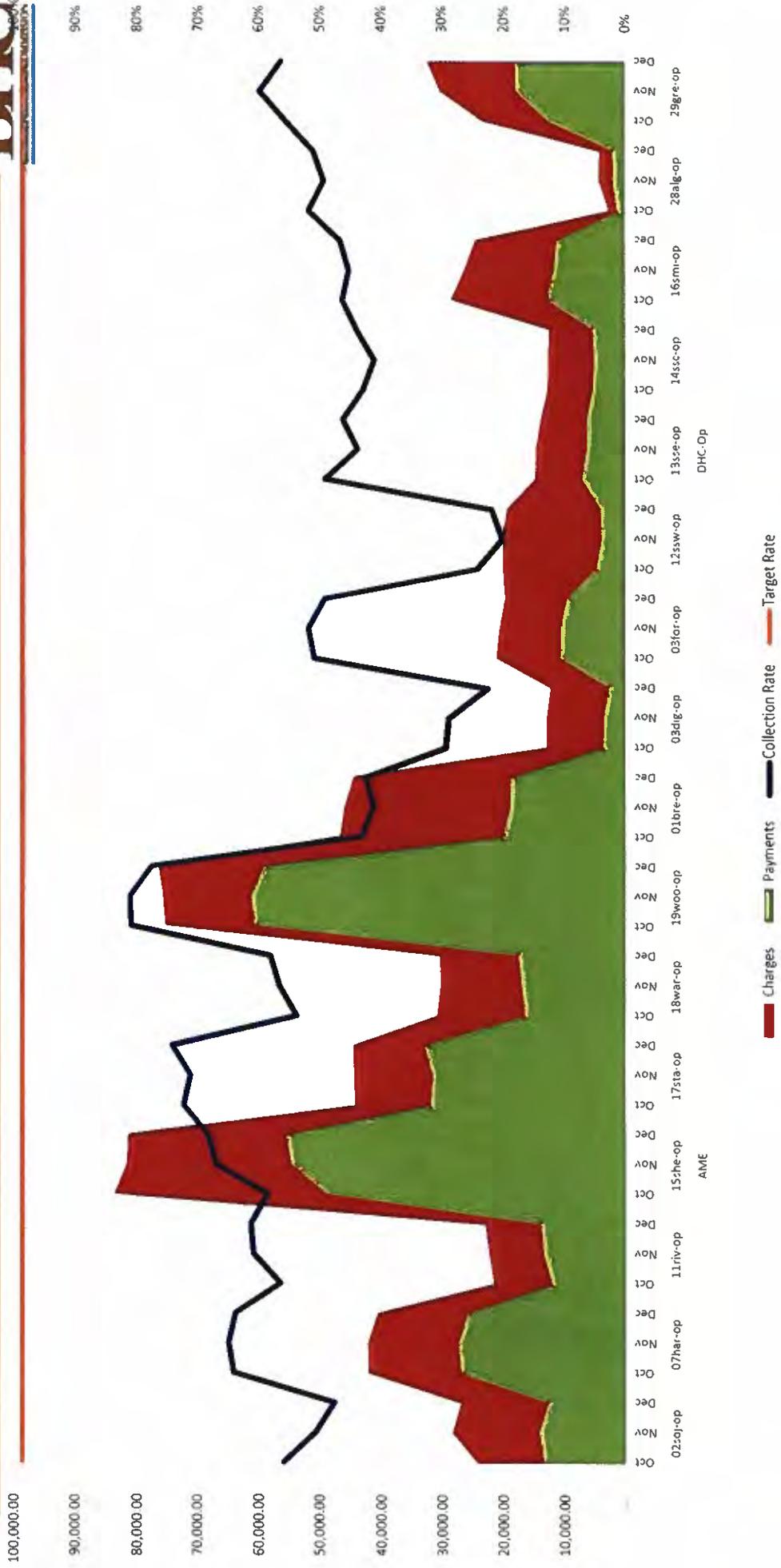


Finance



Property Name	Average Rent Roll	Rent Roll - TIP Paid Current (actual)	%	Total Unpaid Rent	Days					Prepays	Balance
					0-30	31-60	61-90	Over 90	days		
Brewster-Operating	40,900	18,913.00	0.46	324,970.43	19,941.35	20,828.26	2,014.00	282,186.82	-18,181.66	306,788.77	
Sojo Truth-Operating	26,800	12,790.00	0.48	87,523.48	14,531.99	16,280.47	945.09	55,765.93	-7,268.39	80,255.09	
Diggs Home-Operating	11,900	2,842.00	0.24	129,799.63	9,434.18	8,773.50	475.00	111,116.95	-15,301.54	114,498.09	
Forest Park-Operating	18,800	9,746.00	0.52	153,244.83	10,821.56	9,650.00	375.00	132,398.27	-2,648.04	150,596.79	
Harriet Tubman	42,000	25,877.00	0.62	149,156.78	13,914.48	14,183.39	475.00	120,583.91	-7,091.06	142,065.72	
Riverbend - Operating	22,100	14,040.00	0.64	97,659.47	8,814.16	6,708.00	748.00	81,389.31	-4,762.63	92,896.84	
Scattered Sites West-Operating	19,700	4,257.00	0.22	161,027.54	15,367.00	14,625.00	400.00	130,635.54	-6,860.67	154,166.87	
Scattered Sites East-Operating	14,000	6,477.00	0.46	91,019.75	8,343.80	6,959.00	375.00	75,341.95	-14,304.60	76,715.15	
Scattered Sites Central-Operating	10,900	5,533.00	0.51	83,359.79	8,470.00	8,296.00	234.00	66,359.79	-6,092.45	77,267.34	
Sheridan I & II-Operating	84,100	55,483.00	0.66	410,403.14	32,793.20	28,823.61	1,100.00	347,686.33	-29,383.79	381,019.35	
Smith Homes	26,700	11,439.00	0.43	136,019.94	14,429.24	13,321.85	3,371.70	104,897.15	-22,398.57	113,621.37	
State Fair- Operating	43,700	33,020.00	0.76	71,134.86	12,301.78	8,767.97	1,814.13	48,250.98	-9,110.87	62,023.99	
Warren West- Operating	31,100	17,661.00	0.57	132,231.10	12,706.00	9,022.98	496.00	110,006.12	-5,255.16	126,975.94	
Woodbridge Senior Village	76,100	59,138.00	0.78	143,932.62	18,525.48	14,842.90	475.00	110,089.24	-19,094.09	124,838.53	
Algonquin-Operating	3,300	2,212.00	0.67	7,055.30	791.50	683.00	75.00	5,505.80	-490.00	6,565.30	
Greenbrook-Operating	24,000	18,260.00	0.76	27,082.95	1,147.00	1,701.00	150.00	24,084.95	-6,440.00	20,642.95	
TOTAL	496,100	297,688	60%	2,205,621.61	202,332.72	183,466.93	13,522.92	1,806,299.04	-174,683.52	2,030,938.09	

Finance



January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION:

SUBJECT:

INFORMATIONAL REPORT FOR RENTAL ASSISTANCE DEPARTMENT MONTHLY REPORT

CONTACT PERSON:

Felicia Burris
Rental Assistance Department Manager
(313) 877-8660

OVERVIEW

The Rental Assistance Department continues to focus on improving the management of the program with an emphasis on increasing utilization, reducing the process time for contracting with Owners/Landlords and improving timeliness and customer service.

The 2023 FMR's (Fair Market Rents) were released by HUD with an effective date of October 1, 2022. Rental Assistance implemented the new FMR's effective that date. HUD approved waivers for 2023 to maintain the increased Payment Standard during the HAP Contract Term. Based on HUD, Housing Authorities may establish payment standards above the standard 110% up to 120% of the applicable FMR through December 31, 2023.

DHC serves approximately 5,500 clients through the voucher program and approximately 1,200 Landlords/Owners. Staff continues to address participant needs through a remote model. Most recently, all Project Based Voucher Waiting Lists are on-line through the DHC Applicant portal. The Resident Portal, Rent Café, is on-line, and staff continues to work with program participants to register and fully utilize the system. Administrative Plan review is in process.

Tenant Based Waiting List

As you are aware, DHC opened the Tenant Based Voucher Waiting list to the public from February 3-5, 2020 when approximately 22,000 households applied. A computerized lottery was run, resulting in a final waiting list of 7,000 applicants. Based on program utilization, funding and attrition, the list remains viable and active. Names

are continuously selected from the waiting list and currently there are 4,744 applicants on that list.

Eligibility determination begins when an applicant responds to written communication sent from the Department.

Project Based Vouchers

Between 2016 through 2021, DHC awarded 37 separate PBV commitments; twenty of which are under a HAP (Housing Assistance Payment) contract for a total of 732 units; another 4 have signed AHAPs (Agreement to Enter a HAP Contract) for an additional 117 units. There are 11 additional commitments equaling 136 units at various stages of the process:

- Three (3) are expected to move to the AHAP stage in the next few months,
- Two (2) projects are moving to waitlist set up.
- Three (3) PBV extension request have been approved
- One (1) small development to be awarded LIHTCs
- Two (2) projects are moving into AHAP Phase.
- One New PBV has gone live.
- One new PBV from the 2022 RFP has been awarded.

The PBV activity changes based on the developers and project activity. The developments with PBV commitments are required to adhere to program requirements. DHC is addressing the following:

On August 8, 2022, DHC issued an RFP to award up to 125 project-based vouchers for new PBV commitments, at the City's request. The Selection Committee reviewed 15 proposals and conducted site visits. Twelve (12) projects, for a total of 116 PBVs, were given commitments go for both the Fall 2022 and Spring 2023 LIHTC rounds at MSHDA.

Operations Service Contract/Activity

Staff is working with CVR Associates on program activity associated with delinquent participant recertifications and new applicant eligibility determinations. The CVR contract has been extended to February 2023, by agreement between DHC and the contractor.

Current Delinquent Annual Recertification Process Updates:

- 2018- zero delinquent annuals
- 2019-55 delinquent annuals
- 2020- 239 delinquent annuals
- 2022 1439 delinquent annuals.

These numbers change daily as CVR and DHC staff continue to get current and uploaded into the HUD Voucher Management System. Next month's report will show continued decrease in delinquencies.

If HUD makes additional program waivers based on operational levels associated with the pandemic available, DHC will request those it deems helpful.

Respectfully Submitted, *Felicia Burris*

Felicia Burris Rental Assistance Manager

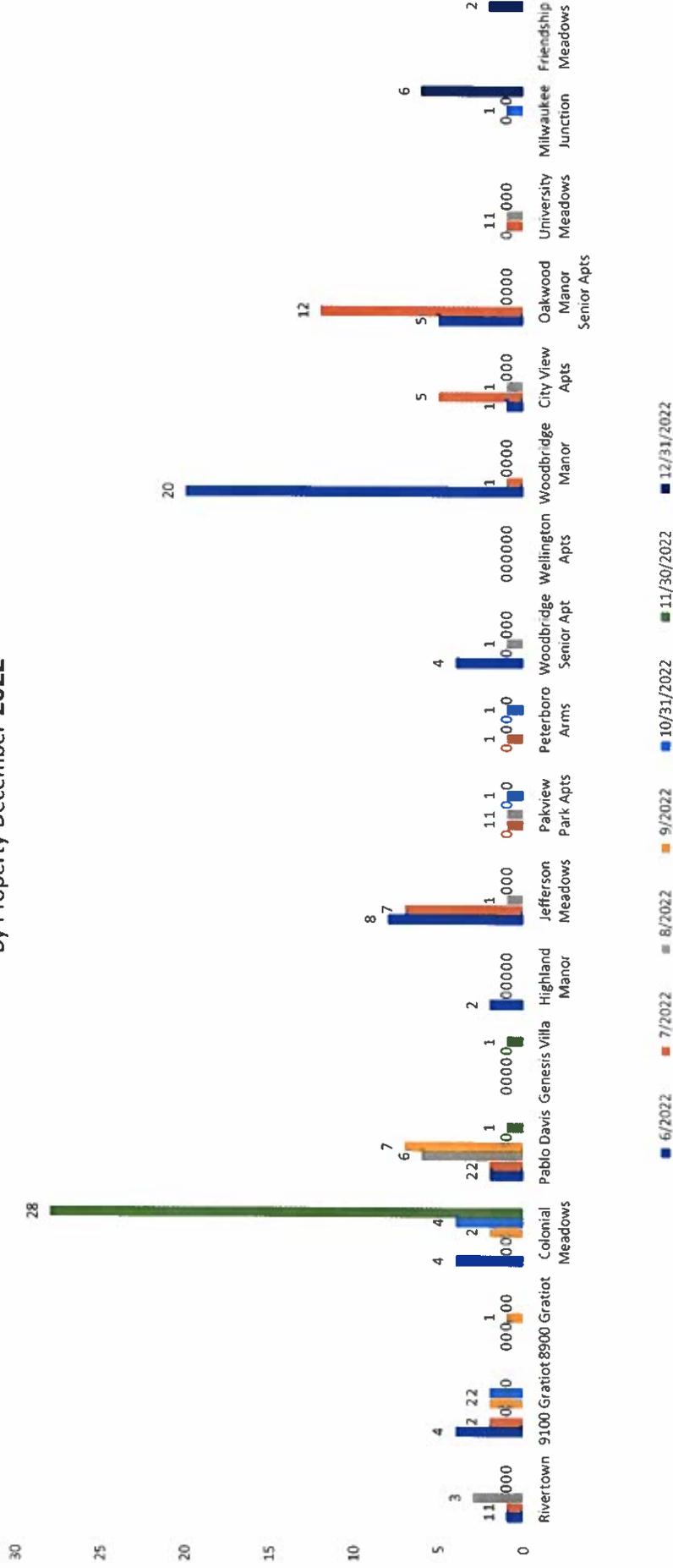
Sandra B. Henriquez

Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

Project Based Voucher



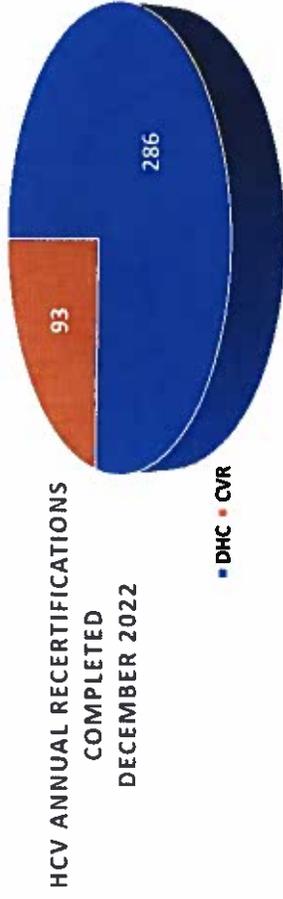
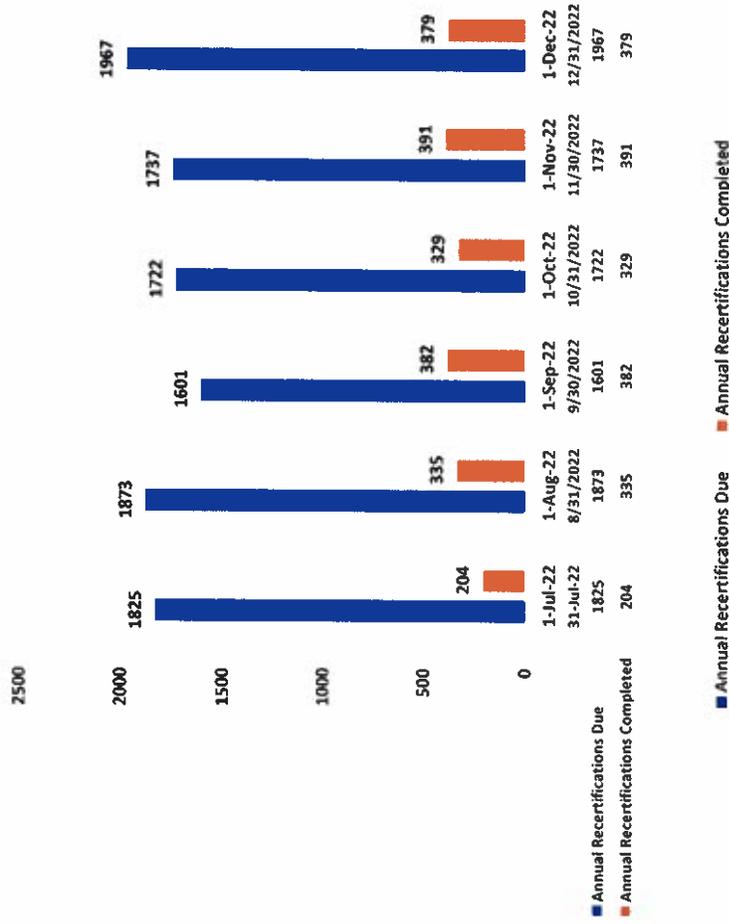
Project Based Voucher Monthly Recertification Activity Report
By Property December 2022



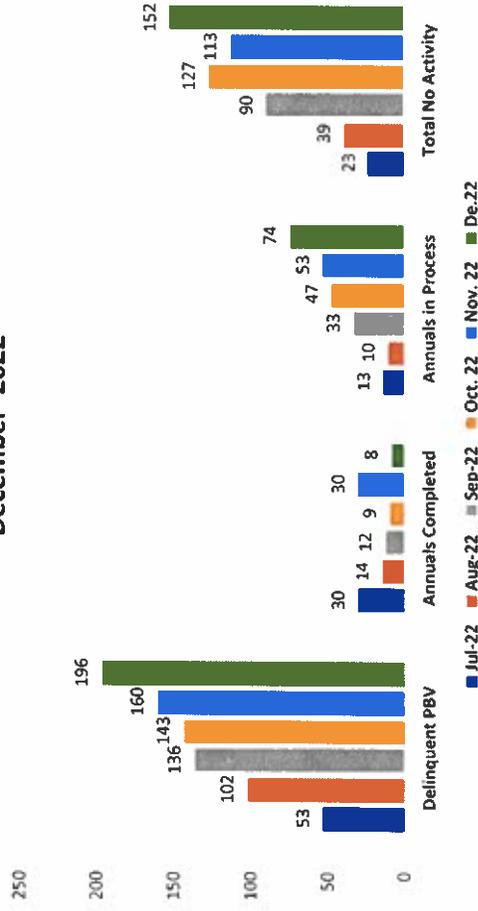
Voucher Recertification



Housing Choice Voucher
Monthly Annual Recertification Report
December 2022



Project Based Voucher Recertification Activity Chart
December 2022

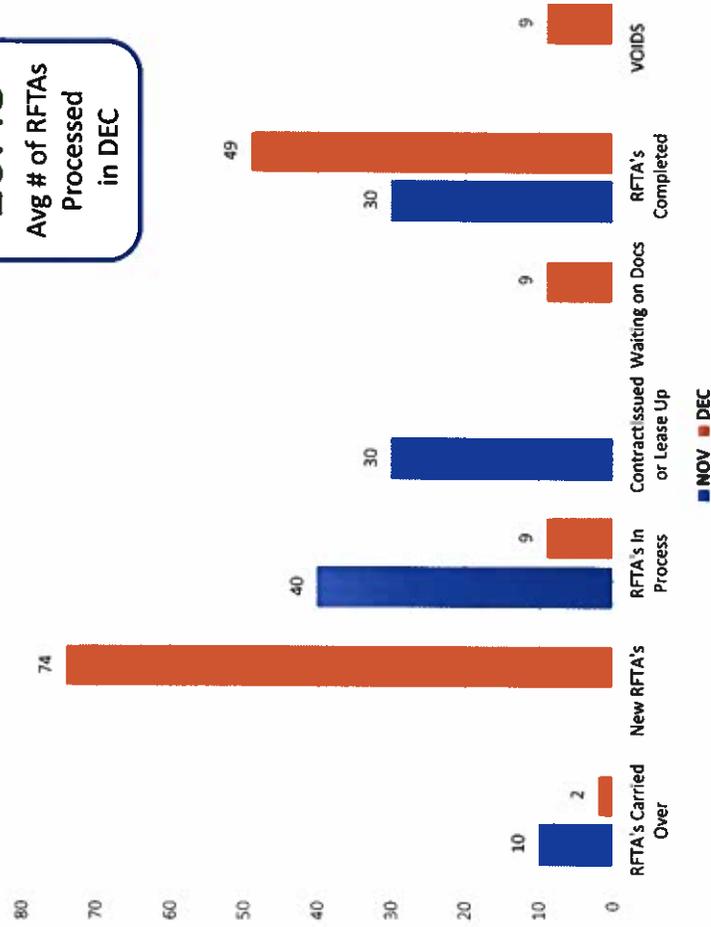


RFTA Activity

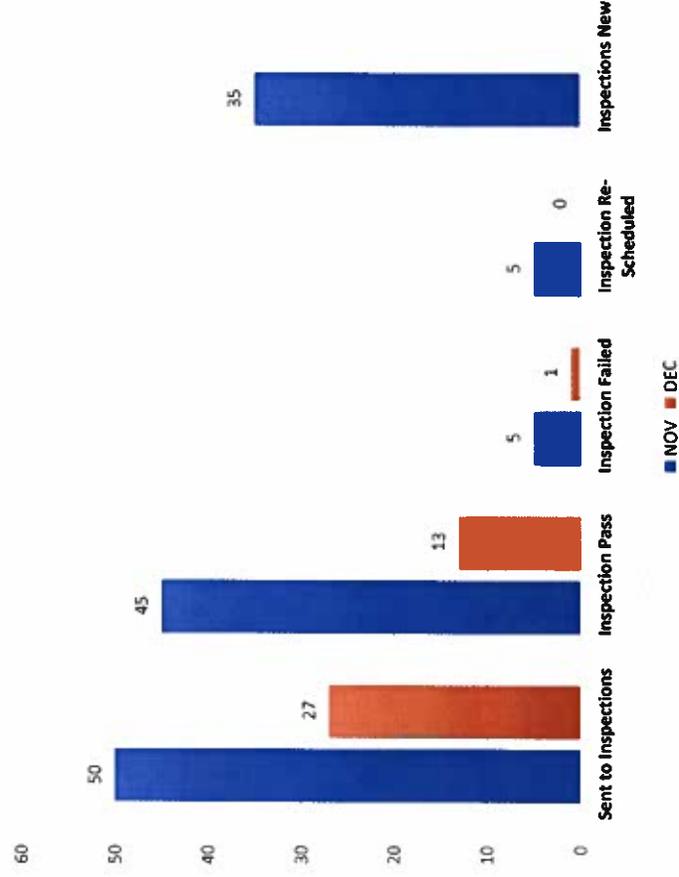


20.43
Avg # of RFTAs
Processed
in DEC

RFTA Activity



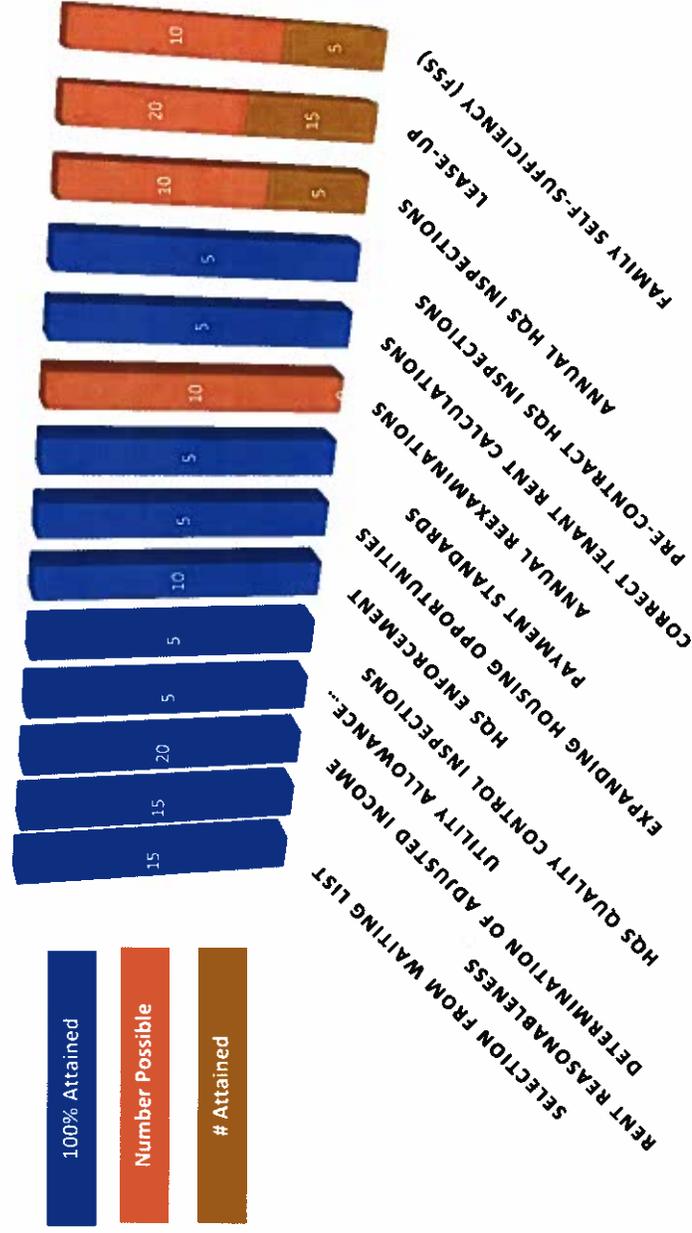
Inspection Performance



Section 8 Management Assessment Program



SEMAP INDICATORS





Executive Office
1301 East Jefferson Avenue
Detroit, Michigan 48207
313.877.8608
313.877.8769 Fax

January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION

SUBJECT:

**MONTHLY REPORT ON CAPITAL IMPROVEMENT PROGRAM'S ACTIVITIES FOR THE
MONTH OF DECEMBER 2022**

CONTACT PERSON:

Matthew Lents
Director of Capital Assets and Construction
(313) 877-8612

OVERVIEW:

The Capital Improvement Program's Activities Report for the Month of December 2022 is submitted as an informational report to the Board updating current and ongoing activities. The Key Performance Indicators below depict the Obligation and Expenditure status by awarded grant including dates, current percentage completed, and allocations of each grant.

Respectfully Submitted,

Matthew Lents, Director of Capital Assets and Construction

Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission



Grant Oversight



Obligation & Expenditure Breakdown



January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION:

SUBJECT:

**MONTHLY REPORT ON REAL ESTATE DEVELOPMENT DEPARTMENT
ACTIVITIES FOR THE MONTH OF DECEMBER 2022.**

CONTACT PERSON:

Fatima Garland
Director of Real Estate Development
313.877.8565

OVERVIEW:

This report provides an update of current and ongoing major programs and project activities and identifies top priorities.

Acquisitions:

- **Dexter-Linwood Portfolio:** After lengthy negotiations, DHC has acquired 2900 Tyler from the City of Detroit Housing and Revitalization Department. Predevelopment activities are underway. DHC has identified another property located at 11424 Nardin Park to continue the expansion of affordable housing throughout the city.

The Land Transfer Agreement with Detroit Land Bank Authority has been approved by both entities and will be utilized to complete the acquisition of 2900 Clairmount, 2749 Elmhurst and vacant land to supply parking for these projects.

Asset Repositioning:

- **The Villages at Parkside:** In November 2022 DHC issued an RFQ for the redevelopment of The Villages at Parkside and after an intense competition The Habitat Company was selected. The Habitat Company brings extensive experience and a proven track record in the affordable housing industry. We look forward to working with them to revitalize The Villages at Parkside.

- Gardenview Estates: DHC in conjunction with our asset repositioning consultants, AH Forward, have completed the initial RAD applications for the ten AMPs of Gardenview Estates for submission.

DHC and AH Forward are in discussions for finalizing contractual requirements for RAD deals.

- Woodbridge Estates financial review for RAD application preparation is complete.
- DHC portfolio review ongoing with AH Forward to assist in determining the best strategy for DHC to move forward with the existing portfolio.

Respectfully Submitted,



Fatima Garland, Director of Development

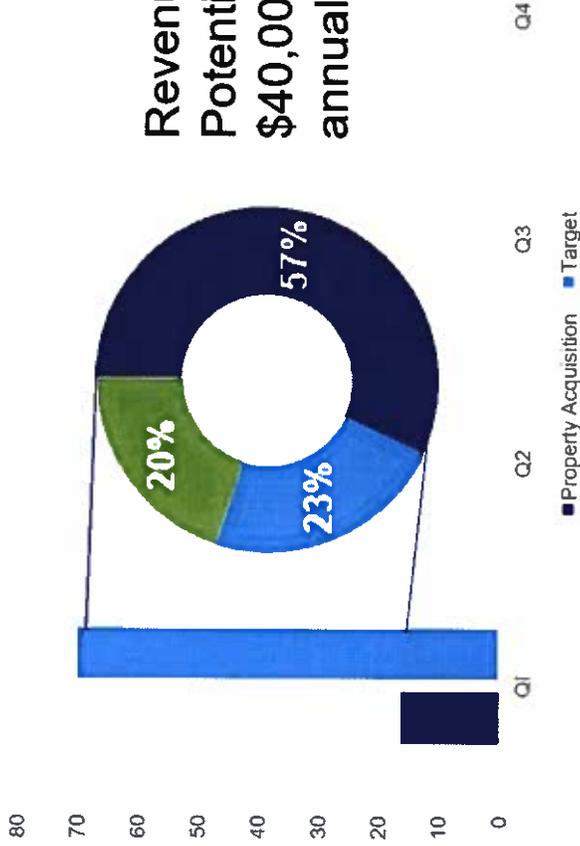


Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

Real Estate Development



Unit Acquisitions | 2022

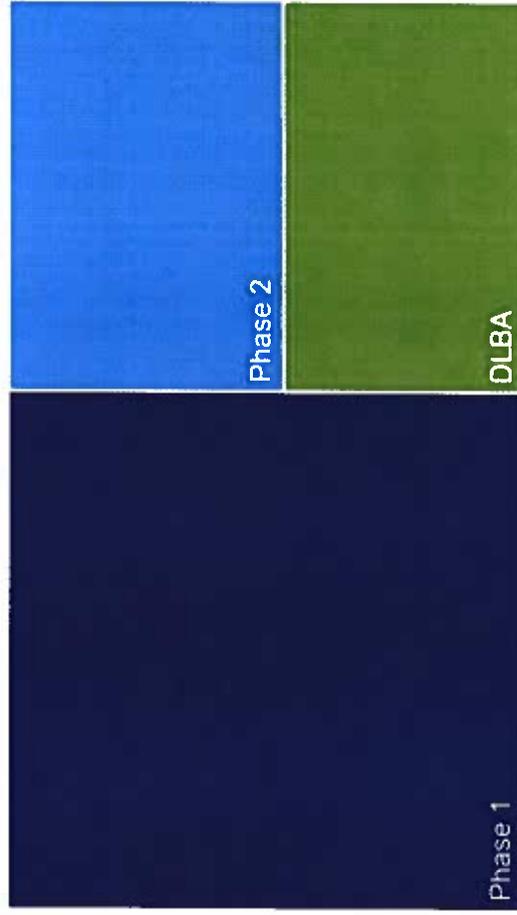


Revenue Potential \$40,000 annually



Acquisition Plan

■ Phase 1 ■ Phase 2 ■ DLBA



Phase 2 Initiative: Appraisals in process for the 23 single family homes for potential acquisition

The KAY (2900 Tyler) – Timeline



9/22
Met with HRD
Development

12/22
DHC Acquires
Property

12/22
Property Deeded

01/2023 – 03/2023
Environmental Testing

2/23 – 4/23
Architectural
Engineering and Design

08/2023 – 07/2024
Construction
Period

7/2024
Tenant Move In's



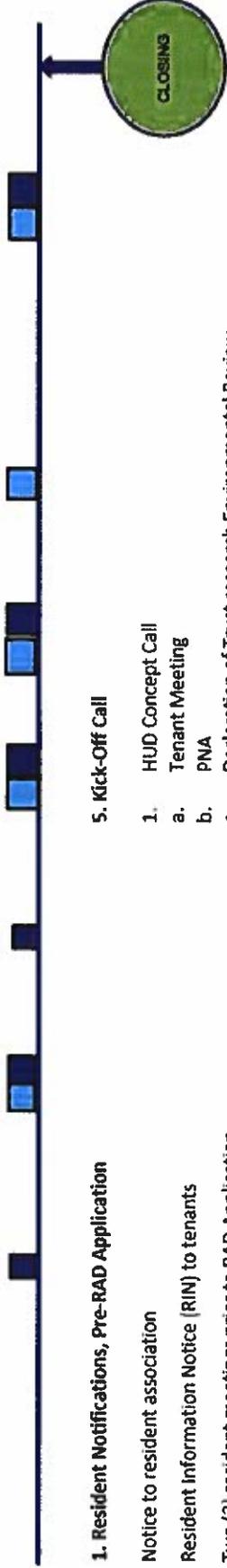
Real Estate Development



10 Gardenview AMPs and 5 Woodbridge AMPs without debt

- Woodbridge AMPs
- Gardenview

2022 APR MAY JUN JUL AUG SEP OCT NOV DEC



- ✓ 1. Resident Notifications, Pre-RAD Application
- ✓ Notice to resident association
- ✓ Resident Information Notice (RIN) to tenants
- ✓ Two (2) resident meetings prior to RAD Application
- ✓ Summarize resident comments and PHA responses

- 5. Kick-Off Call
- 1. HUD Concept Call
 - a. Tenant Meeting
 - b. PNA
 - c. Declaration of Trust research Environmental Review
 - d. FHEO Desk Reviews (should be not applicable!)
 - e. Conversion Overview

- 2. RAD Application *In process*
- Board Approval (Board provides a signed PDF of each RAD Application)
- Mixed-finance Affidavit
- Summary of resident comments and PHA responses
- 3. HUD Review/CHAP Award
- 4. HUD Review/CHAP Award (Kick-Off Call)

- 6. Initial Pro-forma and Development Budget
- 7. Financing Plan Submission
- Complete set of submissions
- Tenant meeting
- 8. Issuance of RAD Conversion Commitment
- Final tenant notification

✓ In Process



Executive Office
1301 East Jefferson Avenue
Detroit, Michigan 48207
313.877.8608
313.877.8769 Fax

January 26, 2023

Detroit Housing Commission
Detroit, Michigan 48207

HONORABLE MEMBERS IN SESSION:

SUBJECT:

MONTHLY INFORMATIONAL REPORT ON THE PAYMENT OF CLAIMS AND/OR SETTLEMENTS UNDER \$100,000.00 FOR THE PERIOD DECEMBER 15, 2022 TO JANUARY 26, 2023.

CONTACT PERSON:

Gwendolyn A. de Jongh
General Counsel
313-877-8840

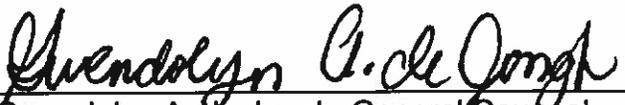
SUMMARY OF PAYMENTS:

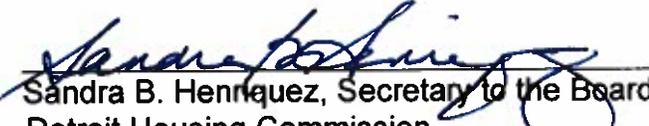
None.

POLICY CONSIDERATIONS:

This report is presented pursuant to Resolution No. 2690 which requires a monthly report to the Board of all claims and/or litigation matters settled by the Executive Director for under One Hundred Thousand Dollars (\$100,000.00).

Respectfully submitted by:


Gwendolyn A. de Jongh, General Counsel


Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION

SUBJECT:

MONTHLY REPORT ON HUMAN RESOURCES DIVISION ACTIVITIES FOR THE MONTH OF DECEMBER 2022 INCLUDING Q4 PERFORMANCE.

CONTACT PERSON:

David Brukoff
Human Resources Manager
(313) 877-8626

OVERVIEW:

The Human Resources Division Activities Report for the month of December 2022 is submitted as an informational report to the Board updating current and ongoing activities. The Key Performance Indicators below depict hiring performance for Q4 of 2022.

Recruiting Detail: The chart above depicts current open positions. Applicants have been sourced, resumes reviewed, interviews conducted, offers of employment extended and/or hiring of selected candidates, as indicated in the KPI charts

Separations/Resignations: (1). – (1) Youth Build Case Manager within the Resident Services Dept.

Employee and Labor Relations: No new issues in December.

Leaves of Absence: HR received (1) new request for Family and Medical Leave. (0) Approval (1) Pending certification.

Workers' Compensation: (3) Ongoing cases, with (2) having Time Loss

Respectfully Submitted,

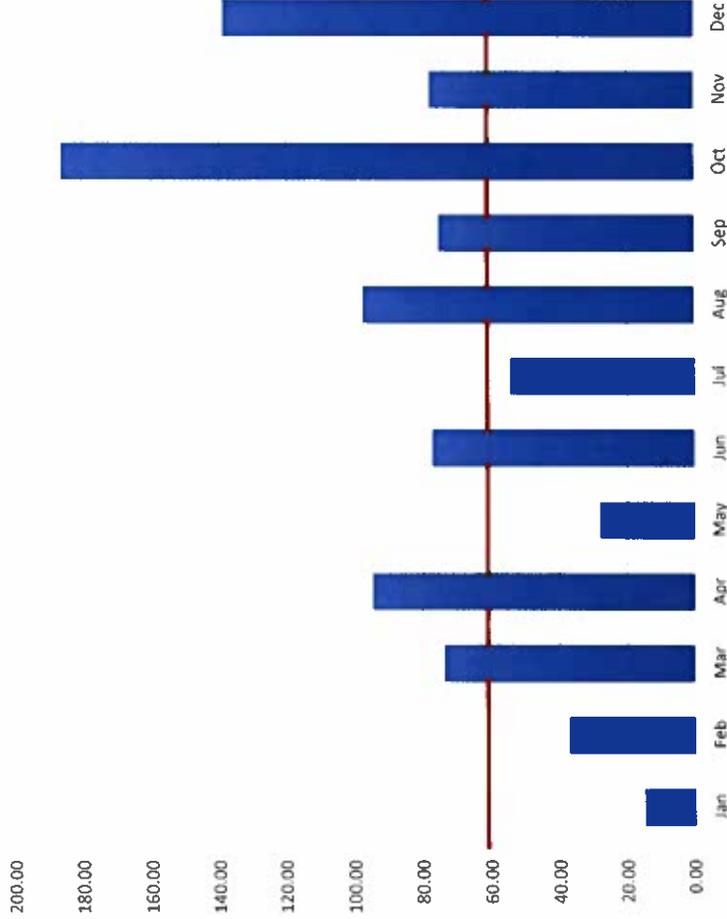

David Brukoff, Human Resources Manager


Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

Human Resources

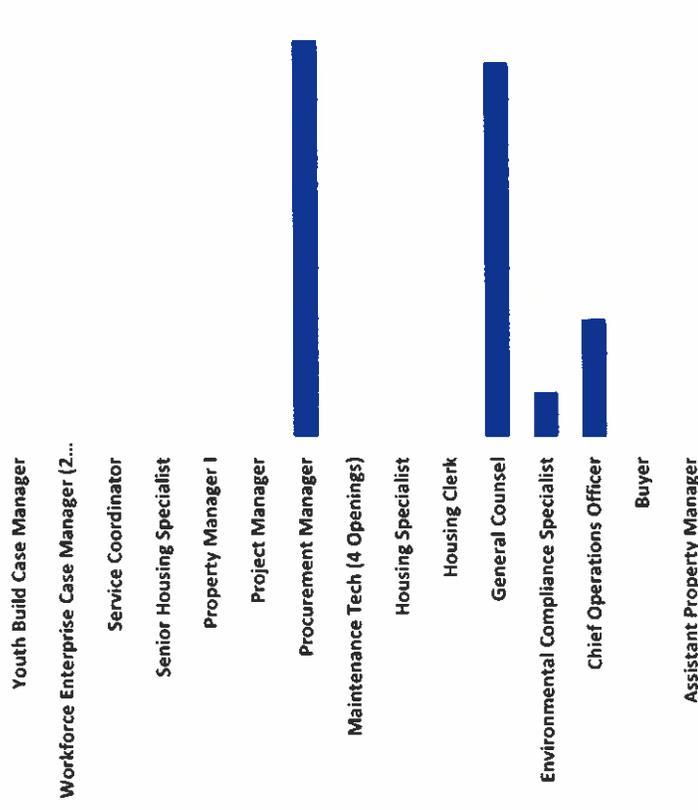


Days to Fill Position



Average Days to fill position 2022: **90.12**

Time to Fill by Position – Q3 Activity



January 26, 2023

**Detroit Housing Commission
Detroit, MI 48207**

HONOURABLE MEMBERS IN SESSION:

SUBJECT:

INFORMATION TECHNOLOGY REPORT – DECEMBER 2022

CONTACT PERSON:

Shariq S. Sajjad, IT Manager
Information Technology Department
313) 877-8834

OVERVIEW

The Information Technology Department is focusing on to leverage resources efficiently to support DHC business goals and objectives, adopt and promote the design and implementation of digital services that is responsive and help to improve DHC applicants, residents, and participants engagement experience by supporting more online services.

Fleet Management Solution

DHC Strategic Goal: *Smart, Efficient and Reliable Infrastructure and IT Services*

Action Item:

DHC Fleet management solution deployment has been completed. The solution will help to improve DHC fleet management, track and locate vehicle, keep track of driver behavior and safety. We will also be able to assist fleet meeting the compliance and regulatory requirements.

Hyper-V Converged Cluster Environment

DHC Strategic Goal: *Smart, Efficient and Reliable Infrastructure and IT Services*

Action Item:

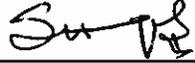
The existing services migration to Azure Cloud environment is in process. We have added more virtual machines. Azure cloud services will increase reliability and accessibility that will help to improve the business continuity process while decreasing maintenance requirements and costs.

Yardi Rent Café Online Certification Portal

DHC Strategic Goal: *Responsive, Accessible and Mobile Organization*

Action Item:

Yardi Rent Café Online Certification portal work is in process. We are engaging residents for the online activity and encouraging them to start using the Rent Café Online Certification Portal.

Respectfully Submitted, 

Shariq S. Sajjad, IT Manager



Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION

SUBJECT:

INFORMATIONAL REPORT – PROCUREMENT DIVISION DECEMBER 2022

CONTACT PERSON:

Dorice Liggons-Blackshear
Procurement Manager
(313) 877- 8591

OVERVIEW:

The following is a summary of noteworthy events for the Detroit Housing Commission, Procurement Division during the month of December 2022.

CURRENT SOLICITATIONS OVER 250K

Bid for Rehab/Renovation of 9 scattered sites (File No. H730) closed on 11/7/2022 with one submission. This bid is currently undergoing the evaluation/referral process.

Bid for EIFS Riverbend Tower (File No. H731) closed on 11/09/2022. This bid currently undergoing the evaluation/referral process.

Solicitation for 18-unit Rehab/renovations Sheridan Place I & II (File No. H734) is set to close January 18, 2022.

Solicitation for electrical panel replacement at Sheridan Place II (File No. H735) closed on January 6, 2023. Currently undergoing the evaluation/referral process.

UPCOMING SOLICITATIONS OVER 250K

Solicitation for property management services (File No. H737) to be published January 2023.

POLICY CONSIDERATIONS:

This report is presented pursuant to the Procurement Policy requirement to provide monthly reports on Contract activity.

Respectfully submitted, *Dorice Liggins-Blackshear*
Dorice Blackshear, Interim Procurement Manager

Sandra B. Henriquez
Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

Procurement Board Report

Ordered Date=12/01/2022-12/31/2022

PO#	Vendor#	Vendor Name	Description	Amount	Date
16670	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	90.00	12/2/2022
16671	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	560.00	12/2/2022
16672	v0000313	FRED'S KEY SHOP	Maintenance Supplies/Materials	709.00	12/2/2022
16673	v0000988	Chemsearch	Maintenance Supplies/Materials	548.00	12/2/2022
16674	v0000316	EXPRESS SERVICES, INC.	Temporary Administrative Labor	1743.79	12/2/2022
16675	v0005494	National Door Systems	Contract Costs-Maint Other	18920.00	12/5/2022
16676	v0000374	Atlas Plumbing Supply Co	Contract Costs-Maint Other	109.06	12/5/2022
16677	v0000313	FRED'S KEY SHOP	Maintenance Supplies/Materials	8865.00	12/5/2022
16678	v0002101	J. Hale Electrical, LLC	Maintenance Supplies/Materials	657.54	12/5/2022
16679	v0001358	Housing Insurance Services, Inc.	Insurance Other	525.00	12/5/2022
16680	v0001934	Door and Window Guard Systems, Inc.	Contract-Unit Turn	840.00	12/5/2022
16681	v0000348	Testing Engineers & Consultants, Inc.	Professional Services	650.00	12/5/2022
16682	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	150.00	12/5/2022
16683	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	1089.60	12/5/2022
16684	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	2215.13	12/5/2022
16685	v0004329	TDD Management Group, Inc.	CIP Buildings	98025.00	12/5/2022
16686	v0000363	Staples Business Credit	General Legal Expense	575.41	12/5/2022
16687	v0000882	Nan McKay & Associates, Inc.	Other Misc Admin Expenses	419.00	12/5/2022
16688	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	1846.53	12/5/2022
16689	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	1089.60	12/5/2022
16690	v0005515	Detroit Supercenter, Inc	Service Fees Vehicle	2560.24	12/5/2022
16691	v0000905	Integrity Business Solutions	Office Supplies	214.25	12/6/2022
16692	v0002603	JMC Electrical Contractor LLC	Management Information Systems	380.00	12/6/2022
16693	v0004425	A & E Anytime Plumbing, Inc.	Contract-Plumbing	204.95	12/6/2022
16694	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	1024.15	12/6/2022
16695	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	419.80	12/6/2022
16696	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	590.80	12/6/2022
16697	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	140.00	12/6/2022
16698	v0000363	Staples Business Credit	Office Supplies	43.12	12/6/2022
16699	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	90.00	12/6/2022
16700	v0001358	Housing Insurance Services, Inc.	Property Insurance	716741.00	12/7/2022
16701	v0001289	Sovereign AEC, LLC	CIP Buildings	60435.00	12/7/2022
16702	v0003399	Arrow Office Supply	Maintenance Supplies/Materials	84.95	12/7/2022
16703	v0000363	Staples Business Credit	Office Supplies	2911.61	12/7/2022
16704	v0003399	Arrow Office Supply	Maintenance Supplies/Materials	84.95	12/7/2022
16705	v0003399	Arrow Office Supply	Office Supplies	84.95	12/7/2022
16706	v0003163	T. Harvey Construction & Management, Inc	Contract Costs-Maint Other	750.00	12/8/2022
16707	v0003163	T. Harvey Construction & Management, Inc	Contract Costs-Maint Other	850.00	12/8/2022

16708	v0000558	GE Appliances, a Haier Company	Supplies-Appliance	2275.00	12/8/2022
16709	v0000841	BDM Transport, LLC	Tenant Relocation	780.00	12/9/2022
16710	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	90.00	12/9/2022
16711	v0000363	Staples Business Credit	Office Supplies	69.43	12/12/2022
16712	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	2310.92	12/12/2022
16713	v0000488	ABM Building Solutions, LLC	Contract Costs-Maint Other	5081.50	12/12/2022
16714	v0000988	Chemsearch	Maintenance Supplies/Materials	1813.95	12/13/2022
16715	v0000474	Grainger	Maintenance Supplies/Materials	1097.53	12/13/2022
16716	v0000363	Staples Business Credit	Office Supplies	155.86	12/13/2022
16717	v0000046	HOUSING AUTHORITY RISK RET. GROUP	Legal Service Fees	10000.00	12/14/2022
16718	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	4419.00	12/14/2022
16719	v0000558	GE Appliances, a Haier Company	Supplies-Appliance	2275.00	12/14/2022
16720	v0000311	PORT CITY COMMUNICATIONS	Service Fees -- Other	1534.66	12/14/2022
16721	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	237.96	12/14/2022
16722	v0000618	The Inspection Group	Professional Services	5200.00	12/14/2022
16723	v0000043	Home Depot Credit Services	Maintenance Supplies/Materials	2329.82	12/14/2022
16724	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	120.00	12/14/2022
16725	v0004299	PHD Total Grounds, LLC	Contract-Grounds	2650.00	12/15/2022
16726	v0000655	Detroit Legal News	Office Supplies	600.00	12/15/2022
16727	v0005244	Alliance for Housing Oakland County Continuum of Care	Professional Services	7311.93	12/15/2022
16728	v0000374	Atlas Plumbing Supply Co	Supplies-Appliance	524.75	12/15/2022
16729	v0005307	Grind Time Fitness	Cash DREAMS	2500.00	12/16/2022
16730	v0002722	Lowe's Pro Supply/MSH	Maintenance Supplies/Materials	2423.60	12/16/2022
16731	v0000072	WALKER'S HEATING & COOLING	Contract-Plumbing	0.01	12/16/2022
16732	v0000558	GE Appliances, a Haier Company	Maintenance Supplies/Materials	2275.00	12/16/2022
16733	v0005103	Renaissance Contracting & Roofing	Contract Costs-Maint Other	9183.00	12/19/2022
16734	v0001232	Alliance Architects, Inc.	Professional Services	41430.00	12/19/2022
16735	v0001232	Alliance Architects, Inc.	Professional Services	41205.00	12/19/2022
16736	v0000034	CLM ARCHITECTS, LLC	Professional Services	9196.00	12/19/2022
16737	v0000034	CLM ARCHITECTS, LLC	Professional Services	30971.20	12/19/2022
16738	v0000034	CLM ARCHITECTS, LLC	Professional Services	34733.20	12/19/2022
16739	v0000363	Staples Business Credit	Office Supplies	1185.66	12/19/2022
16740	v0000433	Personal Transportation Service, LLC	Add'l Res Serv Grant Exp	405.00	12/19/2022
16741	v0005429	Knowledge Pest Control	Service Fees Pest Control	6110.00	12/19/2022
16742	v0005429	Knowledge Pest Control	Service Fees Pest Control	9975.00	12/19/2022
16743	v0005429	Knowledge Pest Control	Service Fees Pest Control	780.00	12/20/2022
16744	v0000043	Home Depot Credit Services	Maintenance Supplies/Materials	449.90	12/20/2022
16745	v0000433	Personal Transportation Service, LLC	Add'l Res Serv Grant Exp	425.00	12/20/2022
16746	v0004425	A & E Anytime Plumbing, Inc.	Contract-Plumbing	204.95	12/20/2022
16747	v0000363	Staples Business Credit	Office Supplies	495.51	12/20/2022
16748	v0000313	FRED'S KEY SHOP	Maintenance Supplies/Materials	759.00	12/20/2022
16749	v0000072	WALKER'S HEATING & COOLING	Contract Costs-Maint Other	2790.00	12/20/2022

16750	v0000374	Atlas Plumbing Supply Co	Maintenance Supplies/Materials	593.00	12/20/2022
16751	v0001906	Doors and Window Guard Systems, Inc.	Contract-Routine Maintenance	791.00	12/20/2022
16752	v0000363	Staples Business Credit	Office Supplies	264.08	12/21/2022
16753	v0000317	NATIONAL HEATING CO., INC.	Contract Costs-Maint Other	90.00	12/21/2022
16754	v0000317	NATIONAL HEATING CO., INC.	Contract Costs-Maint Other	290.00	12/22/2022
16755	v0000465	CDW Government	Management Information Systems	47080.47	12/22/2022
16756	v0000363	Staples Business Credit	Office Supplies	1121.83	12/27/2022
16757	v0004425	A & E Anytime Plumbing, Inc.	Contract-Plumbing	284.95	12/27/2022
16758	v0000313	FRED'S KEY SHOP	Maintenance Supplies/Materials	1220.00	12/27/2022
16759	v0000988	Chemsearch	Maintenance Supplies/Materials	1196.00	12/27/2022
16760	v0000313	FRED'S KEY SHOP	Maintenance Supplies/Materials	1220.00	12/27/2022
16761	v0001454	International Controls and Equipment	Contract Costs-Maint Other	330.34	12/27/2022
16762	v0000311	PORT CITY COMMUNICATIONS	Service Fees -- Other	2291.37	12/27/2022
16763	v0000363	Staples Business Credit	Office Supplies	28.59	12/27/2022
16764	v0001151	ZOHO Corp.	Management Information Systems	1617.30	12/28/2022
16765	v0000465	CDW Government	Management Information Systems	4422.71	12/28/2022
16766	v0000465	CDW Government	Management Information Systems	38400.00	12/28/2022
16767	v0000317	NATIONAL HEATING CO., INC.	Contract Costs-Maint Other	90.00	12/28/2022
16768	v0000465	CDW Government	Management Information Systems	2592.55	12/28/2022
16769	v0000363	Staples Business Credit	Office Supplies	244.24	12/28/2022
16770	v0004425	A & E Anytime Plumbing, Inc.	Contract-Plumbing	1495.00	12/28/2022
16771	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	90.00	12/29/2022
16772	v0004425	A & E Anytime Plumbing, Inc.	Contract-Plumbing	2250.00	12/29/2022
16773	v0000317	NATIONAL HEATING CO., INC.	Contract-HVAC	90.00	12/29/2022

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Procurement



Total Funding Issued | 2022

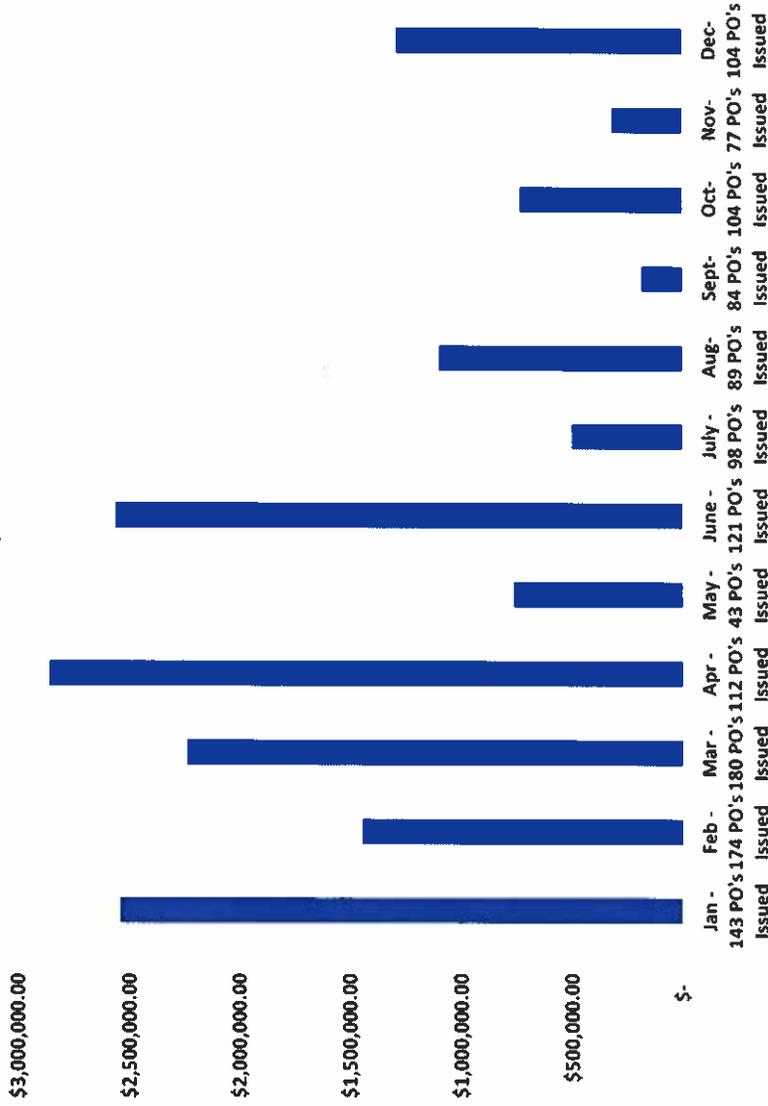
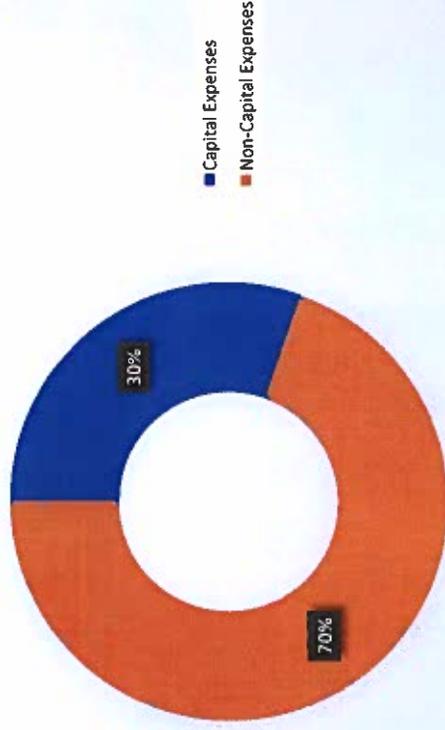


Chart Capital vs. non-Capital Expenses
YTD





Executive Office
1301 East Jefferson Avenue
Detroit, Michigan 48207
313 877 8608
313 877 8769 Fax

January 26, 2023

**Detroit Housing Commission
Detroit, Michigan 48207**

HONORABLE MEMBERS IN SESSION:

SUBJECT:

INFORMATIONAL REPORT ON MONTHLY ACTIVITIES FOR THE RESIDENT SERVICES DEPARTMENT.

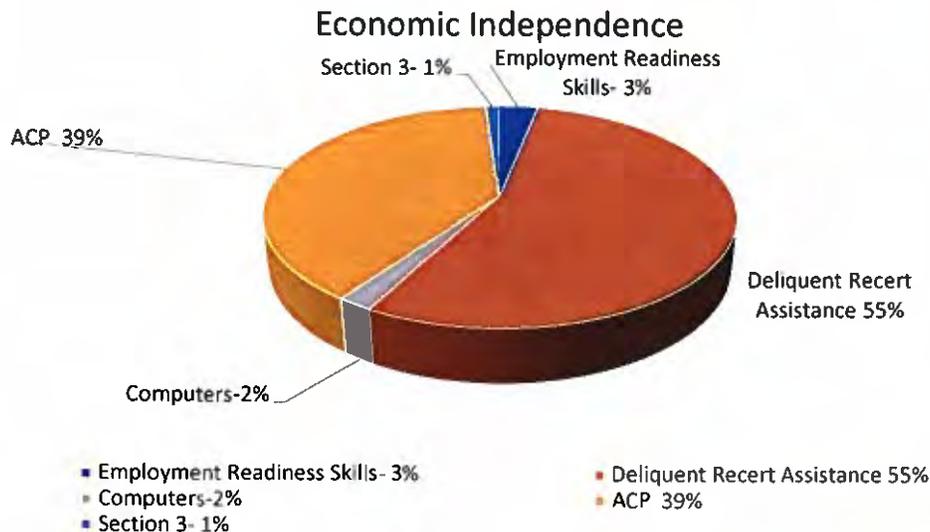
CONTACT PERSON:

Denise Jones
Director of Resident Services
(313) 877-8114

SUMMARY:

The foreground of the Resident Services Department's mission is resident advocacy, self-sufficiency, and sustainability. This report details up to date activities for the month of December 2022.

ECONOMIC INDEPENDENCE - 69 Participants in Workforce Development & Digital Device & Literacy Activities



CONNECTHOME USA:

- During the Youth Build Program Cohort Class. RSD Raffled **1** Dell Laptop Computer.
- During the Santa for A Day toy giveaway RSD raffled **1** Dell laptop computer.
- RSD promoted the Affordable Connectivity Program ACP to **38** Santa For A Day Program family participants.
- DHC RSD and HUD - ConnectHome Monthly Meetings.

DHC Jobs Plus Program:

- Assisted in **2** State Fair residents to gain employment.
- Assisted in **1** State Fair resident to receive training that also includes GED preparation.
- Planning for on-site job fairs that will have on-site interviewing for Job Plus Participants.
- Workforce Enterprise Jobs Plus and HUD Jobs Plus Monthly meetings.



DHC Section 3

- Section 3 coordinating hiring strategies with Jobs Plus Program.
- Coordinating with Contractor, Bureau Veritas to hire Section 3 workers for the Detroit Housing Commission PNA contract.

Family Self-Sufficiency (FSS)

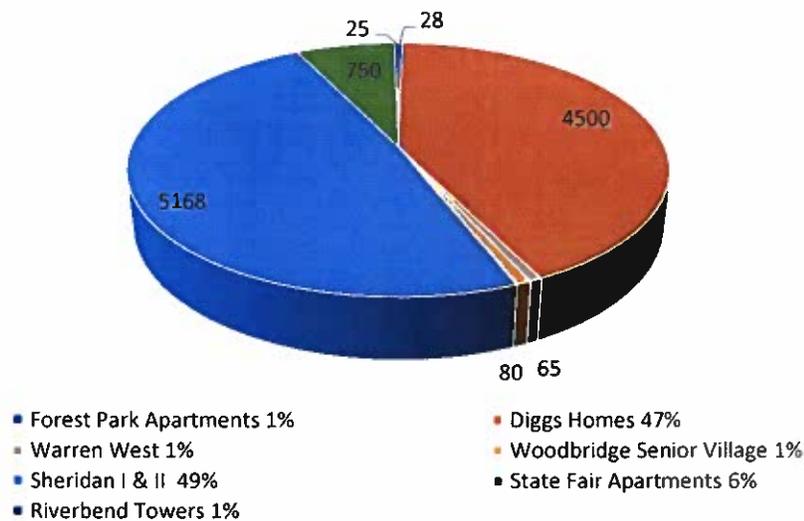
- Attended FSS training held by Nan McKay in West Virginia.
- Assessed 11 FSS Participants
- Graduating several FSS Participants with significant escrow balances.
- Developing hiring strategies between the FSS, Section 3, and Jobs Plus programs.

Resident Opportunity Self-Sufficiency (ROSS)

- DHC RSD Service Coordinators assisted 53 residents who had delinquent recertifications.
- DHC RSD Service Coordinators are developing program strategies.

DHC FOOD PROVISIONS – 10,563 RESIDENTS

DHC Food Distribution Totals | Sites



RSD continues to make food delivery to residents one of our main objectives for seniors and families, and with our partnerships with Gleaners, Focus Hope, and the Salvation Army Bed and Bread Food Services.



HEALTH & WELLNESS – 123 Participants

Health and Wellness includes health prevention services and daily living activities to improve both social and physical well-being.

- DHC RSD partnered with Grind time Fitness to provide weekly exercise sessions and health eating habits workshops for the Detroit FLY Girl at Harriet Tubman, State Fair and Riverbend **70** Harriet Tubman residents participated, **18** State Fair participated, and **35** Riverbend residents participated.

YOUTH PROGRAMMING – 173 Participants

Provided programming including but not limited to academic and economic development, afterschool tutoring, self-esteem classes, health & well-being, camp and sports activities, coat drive.

- Held a series of professional development and workforce preparation workshops that included the following: Mock Interviews, Completion of cover letters, SMART Goals, in addition to providing nutritional breakfast and lunch for Youth Build participants **7** youth participated each day of the week.

- DHC RSD held this year's Santa for A Day program- There are needy children writing letters to Santa this season, whose wishes will go unanswered aim is to reach into Detroit's most troubled areas and by example show the power of goodness in the face of adversity. Santa for a Day is collecting letters from nearly 2000 underprivileged kids living in Detroit making their dreams come true on Christmas morning – browse letters, gifts, or simply let Santa decide – but most important is the joy you can bring, where it otherwise might not happen. Again, this year, DHC helped with creating a special holiday season for the children within its community. We had a grand total of **38** Families resulting to a total of **103** children that participated in the program.





DHC Partners in the Community – 5

- DHC RSD partnered with Santa for A Day to provide free toys to our youth ages 12 years and under.
- DHCRSD partnered with Grindtime Fitness to provide weekly exercise session and healthy eating habits workshops.
- DHC RSD partnered with The Youth Connection for parents and youth programs.
- DHC RSD partnered with Michigan Youth Opportunities Initiatives (MYOI) for Family Unification Program.
- DHC RSD partnered with Focus Hope to continue to provide Food boxes for seniors.
- DHC RSD partnered with Salvation Army Bed and Bread Truck to provide nutritious meals to seniors.

December 2022- Needs/Services Provided/Outcomes

Needs	# Of Residents	Services Provided	Of Residents	Outcomes
DHC Food Provision	10,616	Fresh produce, Provision of on-site food delivery, food service provision at RSD events, Coordinated food services.	10,616	Ensuring youth have meals during recess when planned school meals cease. All residents have access to direct food provision. Improved overall health including better sleep and eating habits, improved cognitive, critical thinking, memory, and increased resilience to change.
Economic Independence	69	DHC RSD Workforce Development/ Digital Device & Literacy.	69	Increased opportunities for employment, increase earned income for DHC work age residents. Maintain a ready a pool of employees that are Section 3 certified and ready for. Increased Digital Literacy and improvement to bridging the digital divide.
Health & Wellness	123	DHC RSD Health & Wellness/ health prevention services and daily living activities to improve both social and physical well-being.	123	Increased program and services opportunities for improvement of health and wellness for DHC residents.
Youth Programming	173 Participants	Youth Build programs. School Preparedness.	173 Participants	Students have necessary clothing and tools for daily living and educational purposes. Students to have workforce development opportunities.
DHC Partners	5	Supportive Services Provision.	5	Ensuring Resources and Needs are met for all DHC community residents.

December 2022 OUTREACH – 4,346 Coordinated Outreach to Participants

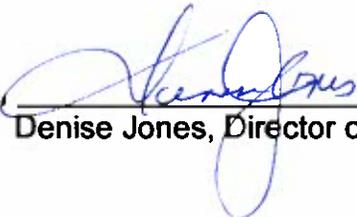
RSD continues to outreach monthly with newsletter, program flyers, telephone calls, and social media posts to engage DHC residents in social services programming, self-sufficiency opportunities, and special events.

The DHC Resident Services Department will continue to operate where the challenges and concerns raised by DHC residents are addressed with four consistent elements: innovative coordinated services, improved customer service, communication of accurate information and processes, and problem resolution, which encompasses the four pillars of the DHC Envision Center:

- Economic Empowerment
- Character Leadership
- Health & Wellness
- Educational Advancement

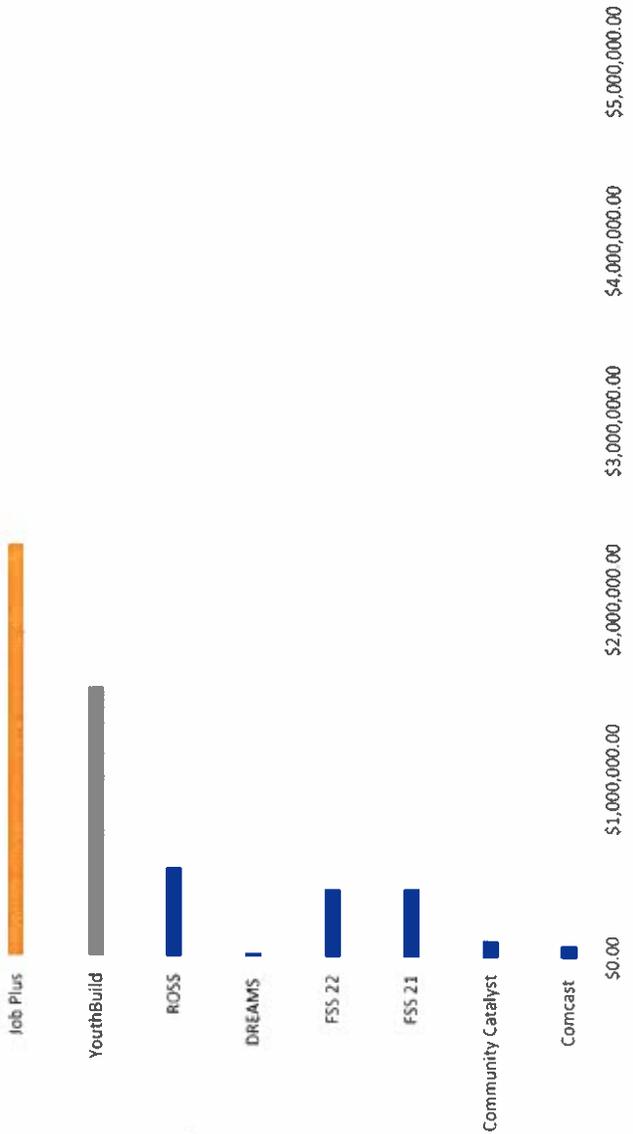
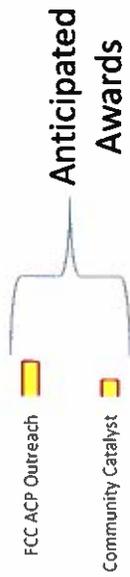
Consistent and practical use of these four elements, in addition to implementing self-sufficiency programming, addressing the needs and progress of resident councils, increasing community partnerships, and successfully securing additional grant funding the resident services department will be on the right track to successfully servicing residents, and further fostering the mission statement of the Detroit Housing Commission.

Respectfully Submitted,

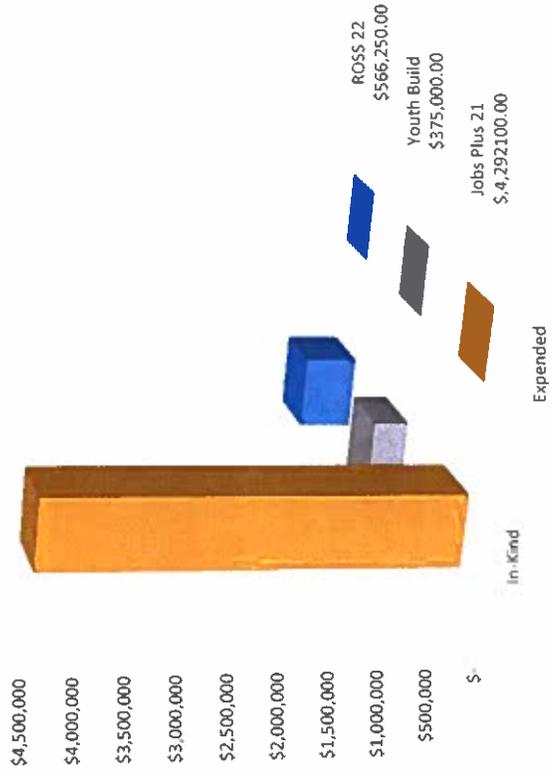

Denise Jones, Director of Resident Services


Sandra B. Henriquez, Secretary to the Board
Detroit Housing Commission

Grant Oversight – Resident Services



In Kind Awards



Grant Oversight – Resident Services

