



**Traverse City  
Housing Commission**  
*a Public Housing Authority*

# **COMMISSION MEETING MATERIAL**

**FOR THE REGULAR MEETING**  
Friday, January 27, 2023 at 9:00 A.M.

**LOCATION:**

**SECOND FLOOR COMMITTEE ROOM – GOVERNMENTAL CENTER**  
400 Boardman Avenue, Traverse City, Michigan, 49684



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**Traverse City  
Housing Commission**  
*a Public Housing Authority*

# **MEETING AGENDA**

January 27, 2023



## TRAVERSE CITY HOUSING COMMISSION

150 Pine Street, Traverse City, Michigan, 49684

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TCHousing.org

## NOTICE

### **THE TRAVERSE CITY HOUSING COMMISSION WILL CONDUCT A REGULAR MEETING ON FRIDAY, JANUARY 27, 2023 AT 9:00 A.M.**

#### **SECOND FLOOR COMMITTEE ROOM – GOVERNMENTAL CENTER**

400 Boardman Avenue, Traverse City, Michigan, 49684

(231) 995-5150

**POSTED: JANUARY 25, 2023**

*The Traverse City Housing Commission does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Please, contact the Traverse City Housing Commission Office, 150 Pine Street, Traverse City, Michigan, 49684, (231) 922-4915, to coordinate specific needs in compliance with the non-discrimination requirements continued in Section 35.087 of the Department of Justice Regulations. Information concerning the provisions of Americans with Disabilities Act (ADA), and the rights provided hereunder, are available from the ADA Coordinator. If you are planning to attend and you have a disability requiring any special assistance at the meeting, please notify the Executive Director immediately. Please note that the Traverse City Housing Commission is committed to a dialog that is constructive, respectful, and civil. We ask that all individuals interacting verbally or in writing with the Commission honor these values.*

## AGENDA

### **I CALL TO ORDER & ROLL CALL**

### **II APPROVAL OF AGENDA**

### **III PUBLIC COMMENT**

### **IV CONSENT AGENDA**

The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Agenda be removed from and placed elsewhere on the agenda for full discussion. Such requests will automatically be respected. If an item is not removed from the Consent Agenda the action noted on the Agenda is approved by a single Commission action adopting the Consent Agenda (*all items on the Consent Agenda are printed in italics*).

- A. *December 2, 2022 Regular Meeting Minutes: Approval Recommended.*
- B. *December 20, 2022 Study Session Minutes: Approval Recommended.*
- C. *Schedule of Disbursements for December 2022 for Public Housing Program: Approval Recommended.*

- D. *Schedule of Disbursements for December 2022 for HCV (Section 8) Program*: Approval Recommended.
- E. *Financial Statements for November 2022*: Approval Recommended.
- F. *Financial Statements for December 2022*: Approval Recommended.

**V COMMITTEE & COMMISSIONER REPORTS**

- A. Executive & Finance Committee Meeting: January 23, 2023

**VI STAFF & PROGRAM REPORTS**

- A. Executive Director's Report: January 2023
- B. Family Self-Sufficiency (FSS) Program Report: January 2023
- C. Resident Council Report: November 2022

**VII OLD BUSINESS**

- A. TCHC Policy Review Schedule: January 2023
- B. Memorandum on RAD Construction Progress: Review
- C. Memorandum on Parkview Senior Housing Apartments: Review
- D. Memorandum on TCHC – BATA Transit Oriented Development Update: Review

**VIII NEW BUSINESS**

- A. Memorandum on Adoption of Utility Allowances: Action Required
- B. Memorandum on Replacing Vending Machine: Action Requested
- C. Memorandum on Investment Strategy for Surplus Funds: Action Requested

**IX CORRESPONDENCE**

- A. January 20, 2023 E-Mail from HUD on Acceptance of Fiscal Year 2022 Audit

**X PUBLIC COMMENT**

**XI COMMISSIONER COMMENT**

**XII ADJOURNMENT**

**NEXT SCHEDULED MEETING:** February 24, 2023 at 9:00 A.M.



**Traverse City  
Housing Commission**  
*a Public Housing Authority*

## **CONSENT AGENDA**

December 2, 2022 Regular Meeting Minutes

December 20, 2022 Study Session Meeting Minutes

Schedule of Disbursements for December 2022 Public Housing Program

Schedule of Disbursements December 2022 HCV (Section 8) Program

Financial Statements for November 2022

Financial Statements for December 2022

**DRAFT**  
**Meeting Minutes of the Traverse City Housing Commission**  
**December 2, 2022**

A Regular Meeting of the Traverse City Housing Commission was called to order by Heather Lockwood in the Second Floor Committee Room at the Governmental Center, 400 Boardman Avenue, Traverse City, Michigan at 9:04 A.M.

**I      ROLL CALL**

The following were present:

Commissioners – Jim Friend, Heather Lockwood, Roger Putman, Mitchell Treadwell, and Wayne Workman.

Staff – Tony Lentych, Executive Director.

Residents – None.

Guests/Public – None.

**II      APPROVAL OF AGENDA**

Commissioner Workman moved (Friend support) to accept the agenda as presented. The motion was unanimously approved.

**III     PUBLIC COMMENT**

None.

**IV     CONSENT AGENDA**

Commissioner Treadwell moved (Putman support) to accept the Consent Agenda as presented in the December 2, 2022 Meeting Packet.

**Roll Call**

Putman	Yes
Treadwell	Yes
Workman	Yes
Friend	Yes
Lockwood	Yes

The motion was unanimously approved.

The Consent Agenda was as follows:

- A. Meeting Minutes of the October 28, 2022 Regular Meeting.
- B. Schedule of Disbursements for October 2022 for the Public Housing Program.
- C. Schedule of Disbursements for October 2022 for Housing Choice Voucher / Section 8 Program.
- D. Payment of Invoices for November 2022.
- E. Financial Statements for October 2022.

There was a discussion initiated by staff as to how items appear in the Consent Agenda and whether or not the published statements are clear enough for the public. Staff was instructed

to remove unnecessary and/or confusing language. The “Payment of invoices” line item will also be removed since the information is repetitive and it is not an accurate description of how TCHC operates.

**V COMMITTEE REPORTS**

- A. The meeting minutes from the November 28, 2022 Executive & Finance Committee meeting were presented. The Audit was reviewed and the TCAPS RFP was discussed. There was also a recommendation for the Executive Committee that we hold a “Study Session” in December. After a discussion, it was decided there would be a “Study Session” on December 20, 2022 at Riverview Terrace. This will be a review of the last Strategic Plan and a discussion of future strategic direction.
- B. The meeting minutes from the November 22, 2022 Governance & Compliance Committee meeting were presented. It was noted that it was a normal agenda and many updates of issues that the Committee tracks were provided.

**VI STAFF AND PROGRAM REPORTS**

- A. The Executive Director’s October Report was presented. There was a detailed update on East Bay Flats and the plans of Michigan Community Capital (MCC) for that property. This issue will continue to be a topic of conversation for staff for the near future.
- B. The November 2022 Family Self-Sufficiency Report was presented and accepted. President Lockwood reminded staff that she would like to review the curriculum for participants. It was noted that much of our curriculum is provided by our partners.
- C. The Resident Council Report for November 2022 in the packet was reviewed. President Lockwood commented that Betty Osborne appears to be not interested in running for RTRC President again (as read in her letter).

**VII OLD BUSINESS**

- A. The TCHC Policy Review Schedule was presented. The Investment Policy will be reviewed in the coming months.
- B. A memorandum on activities with the RAD Program was reviewed. Staff noted that the AHP grant of \$500,000 might be received over the next few weeks. There was question on the progress of the X-02 stack of units. There was a question on how residents are handling all of the construction to which staff reported that most are ok but several residents have acted inappropriately towards First Contracting’s work crew. Staff was instructed to pay attention to this issue and provide a plan to address the issue should it escalate.
- C. A memorandum on the Parkview Senior Apartments (8<sup>th</sup> Street) was reviewed. MSHDA has been unwilling to concede on two design issues (Parking and Balconies/Patios) that may, in fact, cost the project a number of apartments. Staff noted that we are building what the City of Traverse City wants to see on that property and that the City may want to offer support on this issue. There was a question on the state of the property overall – the building will be demolished in the spring. It was also noted that the project won a \$300,000 AHP Grant from FHLBI.



- D. A memorandum on the BATA/LaFranier Road project was reviewed. We are only waiting on MSHDA to announce the results of the October 1, 2022 Tax Credit Round.
- E. A memorandum on the TCAPS RFP response was reviewed. The outright rejection of our proposal was a shock to everyone. TCHC believes that we responded to the RFP in a professional and respectful manner. For TCAPS to reject, without any opportunity for clarification or any conversation, indicates that the RFP was not a sincere effort to discuss the disposition of that property. Especially since information that was discussed during the public meeting was not available to the respondents (i.e., the expectation of receiving maximum value for the parcel). Staff was instructed to draft a letter to the TCAPS board in response in order to clarify the public record in this matter.

**VIII NEW BUSINESS**

- A. A memorandum outlining the proposed Calendar of Meetings for 2023 was discussed. There are nine (9) Regular Meetings scheduled along with one (1) Annual Meeting. There is the potential for two (2) Study Session in July and December. This Calendar of Meetings is identical to the 2022 Calendar, including the Thursday meeting in May.

Commissioner Workman moved (Lockwood support) to accept the Calendar of Meetings and to publish the Calendar of Meetings as required. The motion was unanimously approved.

- B. The Fiscal Year 2022 Annual Audit was presented for acceptance. After a review of the process and the outputs from the independent auditor, Smith & Klaczkiewicz, Commissioner Lockwood moved (Workman support) to accept the audit as presented. The motion was unanimously approved.

There a conversation on how TCHC will secure a new contract with an independent auditor. Since this is the end of the contract and extensions with Smith & Klaczkiewicz. Staff plans to post a RFQ for auditing services during the first quarter of 2023.

**IX CORRESPONDENCE**

Three (3) items of correspondence was presented and accepted into the record: a Record-Eagle article on the TCAPS RFP Results, a FHLBI Press Release on AHP, and a TC Ticker article on housing projects.

**X PUBLIC COMMENT**

None.

**XI COMMISSIONER COMMENT**

President Lockwood noted that she is looking forward to seeing everyone at the Study Session on December 20<sup>th</sup>.

**XII ADJOURNMENT**

Commissioner Roger Putman moved (Workman support) to adjourn the meeting. The motion was approved and President Lockwood closed the meeting at 10:42 A.M. It was announced that the next regular meeting will be on January 27, 2023 at the Governmental Center but information on the December 20, 2022 Study Session will be forthcoming.

Respectfully submitted,

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Tony Lentych, Executive Director and Recording Secretary

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Heather Lockwood, President

**DRAFT**  
**Meeting Minutes of the Traverse City Housing Commission**  
**December 20, 2022**

A Study Session of the Traverse City Housing Commission was called to order by Heather Lockwood in the Third Floor Community Room at Riverview Terrace Apartments, 150 Pine Street, Traverse City, Michigan at 10:35 A.M.

**I**      **ROLL CALL**

The following were present:

- Commissioners – Jim Friend, Heather Lockwood, Mitchell Treadwell, and Wayne Workman. Roger Putman reported a conflict.
- Staff – Tony Lentych, Executive Director.
- Residents – Ellen Corcoran, Betty Osborne, and Jeff Turner.
- Guests/Public – Dan Buron, Goodwill Industries.

**II**      **APPROVAL OF AGENDA**

Commissioner Workman moved (Friend support) to accept the agenda as presented. The motion was unanimously approved.

**III**      **DISCUSSION ITEMS**

A. There was a tour of the construction at Riverview Terrace Apartments. Apartments 203, 902, and 1002 were viewed. There was a lengthy discussion on construction progress after the tour.

B. Strategic Plan Review & Update

Handouts for the meeting included the outputs of the previous strategic planning process. Commissioners considered the question, “What role does TCHC have in this region’s affordable housing delivery system?” as a starting point of the conversation.

What follows is summary of comments made during this conversation. Guests were encouraged to participate during the conversations.

Staff provided a brief summary of the last Strategic Planning process and how the final documents guided the work of the commission.

The TCHC Mission Statement was reviewed. It was largely thought to be an appropriate mission and may not need to be revisited. Several Commissioners noted that the comments provided in the documents were interesting and helpful.

The TCHC Vision Statement was reviewed. It was decided that it would not be all that helpful to spend significant time on revisiting or rewriting the statement. A lengthy conversation ensued about TCHC operations.

There was a conversation about the TCHC relationships with the City and the County. Commissioner Treadwell provided some examples of how the City handles certain properties like parking lot O and the Senior Center property.

The HCV and FSS program were reviewed. There was a question about where the HCV are mostly located. The majority of the HCV apartments are in Garfield Township across several apartment communities. It was decided that TCHC would attempt to keep the FSS program operating in one form or another regardless of the results of HUD funding.

Dan Buron was asked about how he and his partners view the Housing Commission. He responded that we are seen as “making progress” on the effort to develop more affordable housing in the area.

There was a question as whether or not TCHC should be formalizing relationships with our partners like Goodwill Industries. There was significant interest in this area. A joint meeting with the Goodwill Board might be a goal for the first quarter in 2023.

The topic of how TCHC might improve its “profile” in the community and several “opportunities” were discussed and/or reviewed. It was recommended that staff participate in orientations with newly elected officials if available or even meet one on one if appropriate. Staff should also build relationships with other townships in the region.

There was considerable conversation about the need to develop better informational materials for the media and governmental officials. Staff was instructed to document the recent history of TCHC and potentially work with a “professional” public relations firm. A power point presentation should be prepared so that every commissioner can utilize it as needed. This could also be a way to provide updates on our projects like Parkview. A goal was established to select a communications/public relations company during the first quarter of 2023. The firm selected should have significant experience with graphic design professionals, preferably in-house professionals.

Dan Buron was asked how his organization handles the media. After his explanation, there was lengthy conversation about how to best develop a “collaborative” media strategy with our partners. Commissioner Workman mentioned the Invest UP model. A goal was established to reconstitute the Communications & Outreach Committee during the first Quarter of 2023. Staff was instructed to gather data about our website for the first meeting.

**LUNCH WAS SERVED AT 12:40 P.M.** (Discussion was paused).

The final topic of discussion was on “institutional worries” for TCHC. Several items were discussed. This included the new legislature in Lansing and the new local elected officials (county), AirB&Bs and their impact on our local communities, along with several other items.

Finally, several commissioners noted that TCHC has many reasons to be proud of its work in recent years and that it would be important to build upon that work for the future. Our relationships in Lansing especially could be useful to the Housing Commission should we need to seek additional resources from various departments or directly from the legislature again.

It was also noted that a former TC Housing Commissioner was working in Lansing in Rural Development at the State Department of Agriculture – Sarah Lucas. She, along with many

other friends, could be great advocates for our work to develop more affordable housing in Grand Traverse County.

**IV PUBLIC COMMENT**

There was a comment about the attitude some people have in this city towards poor people. There was a questions about ARPA funding. There was a quest about a former employee, Virginia Coulter.

**V COMMISSIONER COMMENT**

None.

**VII ADJOURNMENT**

Commissioner Mitch Treadwell moved (Workman support) to adjourn the meeting. The motion was approved and President Lockwood closed the meeting at 1:30 P.M. It was announced that the next regular meeting will be on January 27, 2023 at the Governmental Center.

Respectfully submitted,

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Tony Lentych, Executive Director and Recording Secretary

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Heather Lockwood, President

Traverse City Housing Commission  
**Check Register Summary Report**  
 Huntington Bank  
 From: 12/01/2022 To: 12/31/2022

Date	Ref Num	Payee	Payment	Deposit	Balance
12/02/2022	DEP			2,626.92	307,259.26
12/05/2022	EFT	Alisa Korn	1,955.40		305,303.86
12/05/2022	DEP	U.S. Dept. of HUD		27,630.00	332,933.86
12/12/2022	DEP			23,851.78	356,785.64
12/13/2022	EFT	4 Front Credit Union	78.33		356,707.31
12/13/2022	EFT	Internal Revenue Service	2,486.36		354,220.95
12/13/2022	EFT	State of Michigan	602.40		353,618.55
12/13/2022	EFT	Alisa Korn	2,105.58		351,512.97
12/13/2022	EFT	Kim Fehrenbach	1,679.99		349,832.98
12/13/2022	EFT	Anthony Lentych	2,820.63		347,012.35
12/13/2022	EFT	Larry G. Freeman	563.84		346,448.51
12/13/2022	EFT	James Liberty	1,293.80		345,154.71
12/13/2022	EFT	Michael Walters	1,813.98		343,340.73
12/13/2022	EFT	Nicholas Richards	1,388.00		341,952.73
12/13/2022	EFT	Henry Webb	567.75		341,384.98
12/13/2022	EFT	Principal Life Insurance Co.	815.24		340,569.74
12/15/2022	041182	City Of Traverse City	4,560.00		336,009.74
12/15/2022	041183	SAM'S CLUB	259.36		335,750.38
12/15/2022	041184	Safety Net	314.50		335,435.88
12/15/2022	041185	Great Lakes Business Systems, Inc.	251.46		335,184.42
12/15/2022	041186	Republic Services #239	1,590.47		333,593.95
12/15/2022	041187	Spectrum Business	189.98		333,403.97
12/15/2022	041188	Granite Telecommunications	322.51		333,081.46
12/15/2022	041189	Michael Walters	294.06		332,787.40
12/15/2022	041190	Ace Hardware	66.93		332,720.47
12/15/2022	041191	DeWeese Hardware	7.98		332,712.49
12/15/2022	041192	Kuhn Rogers PLC	1,785.50		330,926.99
12/15/2022	041193	Leelanau Cut Above Lawn Care	440.00		330,486.99
12/15/2022	041194	AmRent	50.50		330,436.49
12/15/2022	041195	Cadillac Housing Commission	148.88		330,287.61
12/15/2022	041196	Judy Myers	531.25		329,756.36
12/15/2022	041197	Integrated Payroll Services, Inc.	64.80		329,691.56
12/15/2022	041198	City Of Traverse City	96.89		329,594.67
12/15/2022	041199	Housing Authority Accounting...	1,161.61		328,433.06
12/15/2022	041200	Byte Productions, LLC	30.00		328,403.06
12/15/2022	041201	Traverse City Record Eagle	325.17		328,077.89
12/15/2022	041202	Grand Traverse County DPW	483.00		327,594.89
12/15/2022	041203	James Liberty	66.56		327,528.33
12/15/2022	041204	Smith & Klaczkiewicz, PC	9,000.00		318,528.33
12/15/2022	041205	R.W. Popp Excavating, Inc.	219.00		318,309.33

Traverse City Housing Commission  
**Check Register Summary Report**  
Huntington Bank  
From: 12/01/2022 To: 12/31/2022

Date	Ref Num	Payee	Payment	Deposit	Balance
12/15/2022	041206	City Of Traverse City	60.00		318,249.33
12/15/2022	041207	DTE ENERGY	35.00		318,214.33
12/27/2022	EFT	4 Front Credit Union	78.33		318,136.00
12/27/2022	EFT	Internal Revenue Service	3,658.05		314,477.95
12/27/2022	EFT	State of Michigan	625.81		313,852.14
12/27/2022	EFT	Alisa Korn	2,102.58		311,749.56
12/27/2022	EFT	Kim Fehrenbach	1,697.67		310,051.89
12/27/2022	EFT	Anthony Lentych	2,820.62		307,231.27
12/27/2022	EFT	Larry G. Freeman	546.22		306,685.05
12/27/2022	EFT	James Liberty	1,452.37		305,232.68
12/27/2022	EFT	Michael Walters	2,081.69		303,150.99
12/27/2022	EFT	Nicholas Richards	1,302.39		301,848.60
12/27/2022	EFT	Henry Webb	624.83		301,223.77
12/27/2022	EFT	Principal Life Insurance Co.	815.24		300,408.53
12/29/2022	DEP			8,540.29	308,948.82
			<b>Total:</b>		
			58,332.51	62,648.99	

Traverse City Housing Commission  
Check Register Summary Report  
PNC - Section 8  
From: 12/01/2022 To: 12/31/2022

Date	Ref Num	Payee	Payment	Deposit	Balance
12/01/2022	ADJST	PNC Bank	169.10		153,321.30
12/01/2022	DEP	U.S. Dept. of HUD		9,672.00	162,993.30
12/01/2022	DEP	U.S. Dept. of HUD		95,729.00	258,722.30
12/01/2022	000277	TC Commons I LDHA, LLC	616.00		258,106.30
12/01/2022	000277	Jeana Aiken	760.00		257,346.30
12/01/2022	000277	Dustin Ansorge	1,050.00		256,296.30
12/01/2022	000277	Ayers Investment Properties LLC	1,130.00		255,166.30
12/01/2022	000277	B & R RENTALS, LLC	679.00		254,487.30
12/01/2022	000277	Bay Front Apartments	398.00		254,089.30
12/01/2022	000277	Bay Hill Housing LDHALP	9,880.00		244,209.30
12/01/2022	000277	Bay Hill II	9,343.00		234,866.30
12/01/2022	000277	Elizabeth Beckett	238.00		234,628.30
12/01/2022	000277	Bellaire Senior Apartments	399.00		234,229.30
12/01/2022	000277	WODA Boardman Lake LHDALP	377.00		233,852.30
12/01/2022	000277	Brookside Commons LDHA, LP	4,440.00		229,412.30
12/01/2022	000277	Padrice Brown	539.00		228,873.30
12/01/2022	000277	Rebecca Carmien	242.00		228,631.30
12/01/2022	000277	Carson Square	7,073.00		221,558.30
12/01/2022	000277	Central Lake Townhouses	402.00		221,156.30
12/01/2022	000277	Cherrywood Village Farms, Inc.	3,650.00		217,506.30
12/01/2022	000277	TC Commons II LDHA LLC	4,450.00		213,056.30
12/01/2022	000277	Davis Investment Properties, LLC	875.00		212,181.30
12/01/2022	000277	Jack V. Dean	389.00		211,792.30
12/01/2022	000277	Five P Enterprises, LLC	509.00		211,283.30
12/01/2022	000277	Lisa Forbes	537.00		210,746.30
12/01/2022	000277	Frankfort Housing LDHA LP	1,022.00		209,724.30
12/01/2022	000277	Michael Glowacki	433.00		209,291.30
12/01/2022	000277	David Grzesiek	303.00		208,988.30
12/01/2022	000277	Habitat for Humanity	306.00		208,682.30
12/01/2022	000277	Harbour Ridge Apts	839.00		207,843.30
12/01/2022	000277	Hillview Terrace	1,071.00		206,772.30
12/01/2022	000277	Josh Hollister	828.00		205,944.30
12/01/2022	000277	HomeStretch	5,175.00		200,769.30
12/01/2022	000277	Matthew Jones	696.00		200,073.30
12/01/2022	000277	Donna Kalchik	447.00		199,626.30
12/01/2022	000277	Lake Pointe Acquisitions LLC.	936.00		198,690.30
12/01/2022	000277	Sidney Lammers	427.00		198,263.30
12/01/2022	000277	Maret Sabourin	552.00		197,711.30
12/01/2022	000277	Sue Martin	401.00		197,310.30
12/01/2022	000277	Revokable Trust of Richard T &...	560.00		196,750.30



Traverse City Housing Commission  
**Check Register Summary Report**  
 PNC - Section 8  
 From: 12/01/2022 To: 12/31/2022

Date	Ref Num	Payee	Payment	Deposit	Balance
12/01/2022	000277	Oak Park Apts	835.00		195,915.30
12/01/2022	000277	Oak Terrace Apts	721.00		195,194.30
12/01/2022	000277	Dawn M. Oh	600.00		194,594.30
12/01/2022	000277	Douglas L. Porter	542.00		194,052.30
12/01/2022	000277	Post Village Glen, LLC	9,450.00		184,602.30
12/01/2022	000277	Wayne E Purkiss Trust	824.00		183,778.30
12/01/2022	000277	Timothy Rice	367.00		183,411.30
12/01/2022	000277	Sabin Pond Apartments LLC	125.00		183,286.30
12/01/2022	000277	Mike & Melissa Schichtel	1,100.00		182,186.30
12/01/2022	000277	Sherwin Rentals	625.00		181,561.30
12/01/2022	000277	SILVER SHORES MHC	1,857.00		179,704.30
12/01/2022	000277	Paul & Leona Steinorth Family Trust	426.00		179,278.30
12/01/2022	000277	Ryan Storey	370.00		178,908.30
12/01/2022	000277	22955 Investments LLC	2,191.00		176,717.30
12/01/2022	000277	TC 150P 4B LDHA LP	59,984.00		116,733.30
12/01/2022	000277	TCR Investments, LLC	767.00		115,966.30
12/01/2022	000277	Wendy Teagan	407.00		115,559.30
12/01/2022	000277	Tradewinds Terrace Apts	1,013.00		114,546.30
12/01/2022	000277	Village Glen Apartments	811.00		113,735.30
12/01/2022	000277	Village View Housing LHDA LP	320.00		113,415.30
12/01/2022	000277	Wagner Asset Group at Ninth...	728.00		112,687.30
12/01/2022	000277	Kevin Warren	302.00		112,385.30
12/01/2022	000277	Christina Wellinger	538.00		111,847.30
12/01/2022	000277	Paul Wheelock	396.00		111,451.30
12/01/2022	000277	Woodmere Ridge Apartments...	4,957.00		106,494.30
12/01/2022	000277	Wyatt Road Apartment Company	1,121.00		105,373.30
12/01/2022	000277	Theodore V. Zachman	1,205.00		104,168.30
12/01/2022	000277	Ann Zenner	696.00		103,472.30
12/01/2022	000277	Barb Zupin	472.00		103,000.30
12/01/2022	023442	Village Apartments LP	411.00		102,589.30
12/05/2022	DEP	U.S. Dept. of HUD		57,664.00	160,253.30
12/05/2022	DEP	U.S. Dept. of HUD		1,436.00	161,689.30
12/05/2022	ADJST			811.00	162,500.30
12/05/2022	023443	TC 150P 4B LDHA LP	3,770.00		158,730.30
12/06/2022	ADJST			377.00	159,107.30
12/09/2022	DEP	U.S. Dept. of HUD		2,557.00	161,664.30
12/12/2022	DEP			100.00	161,764.30
12/15/2022	023444	City Of Traverse City	117.80		161,646.50
12/15/2022	023445	Consumers Energy	186.00		161,460.50
12/15/2022	023446	DTE ENERGY	175.20		161,285.30

Date: 01/23/2023  
Time: 13:09:39

Traverse City Housing Commission  
**Check Register Summary Report**  
PNC - Section 8  
From: 12/01/2022 To: 12/31/2022

Page: 3

<b>Date</b>	<b>Ref Num</b>	<b>Payee</b>	<b>Payment</b>	<b>Deposit</b>	<b>Balance</b>
12/15/2022	023447	Traverse City Housing Commission	4,465.00		156,820.30
			<b>Total:</b>	165,016.10	168,346.00

**Traverse City Housing Commission  
Low Rent Public Housing  
Balance Sheet  
As of November 30, 2022**

**ASSETS**

**CURRENT ASSETS**

**Cash**

1111.1 - General Fund	\$	293,384.48
1111.9 - Cash-Short Term Investments		2,072,681.00
1116 - Debt Svc. Reserve-CFFP (Restricted)		26,895.27
1117 - Petty Cash Fund		230.61
1118 - Laundry Coin Fund		50.00

**Total Cash** \$ 2,393,241.36

**Receivables**

1122 - Tenants	\$	12,221.65
1122.1 - Allowance for Doubtful Accounts		(6,902.36)
1129.1 - Accounts Receivable-Other		662,889.37
1129.11 - Interfund Due From Vouchers		13,882.97
1129.14 - Accounts Receivable-KMG/RV		6,783.14
1130 - Accounts Receivable-TAHDC		1,177.27

**Total Receivables** \$ 690,052.04

**Investments**

1165 - Assets Held For Sale	\$	437,037.00
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**Total Investments** \$ 437,037.00

**Deferred Charges**

1211 - Prepaid Insurance	\$	22,391.42
1290 - Other Deferred Charges		12,337.98

**Total Deferred Charges** \$ 34,729.40

**TOTAL CURRENT ASSETS** \$ 3,555,059.80

**NON-CURRENT ASSETS**

1300 - Investments in Joint Ventures	\$	75,000.00
--------------------------------------	----	-----------

**Fixed Assets**

1400 - Construction in Progress-CFP	\$	12,197.14
1400.5 - Accumulated Depreciation		(7,742,228.98)
1400.6 - Land		297,665.49
1400.61 - Site Improvements		493,136.80
1400.7 - Buildings		3,618,326.64
1400.71 - Building Improvements		4,351,116.74
1400.72 - Non-dwelling Structures		349,405.97
1400.8 - Furn., Equip., Mach.-Dwellings		104,264.16
1400.9 - Furn., Equip., Mach.-Admin		275,668.31

**Total Fixed Assets** \$ 1,759,552.27

**TOTAL NON-CURRENT ASSETS** \$ 1,834,552.27

**TOTAL ASSETS** \$ 5,389,612.07

**Traverse City Housing Commission  
Low Rent Public Housing  
Balance Sheet  
As of November 30, 2022**

**LIABILITIES AND EQUITY**

**CURRENT LIABILITIES**

**Accounts Payable**

2111 - Vendors and Contractors	\$	102,739.06
2114 - Tenant Security Deposits		6,354.00
2117.1 - Social Security Withheld		2,799.78
2117.11 - Medicare Withheld		917.96
2117.2 - Federal Income Tax Withheld		3,617.30
2117.3 - State Income Tax Withheld		1,882.01
2117.4 - HSA Withheld		(861.63)
2117.5 - Retirement Withheld		1,465.26
<b>Total Accounts Payable</b>	<b>\$</b>	<b>118,913.74</b>

**Accrued Liabilities**

2135 - Salaries and Wages	\$	4,213.26
2135.1 - Compensated Absences-Short Term		2,674.99
2135.2 - Accrued Payroll Taxes		322.32
2136 - Accrued Liabilities-Other		9,353.53
2137 - Payments in Lieu of Taxes		10,416.70
<b>Total Accrued Liabilities</b>	<b>\$</b>	<b>26,980.80</b>

**Deferred Credits**

2290 - Other Deferred Credits	\$	2,956,557.48
<b>Total Deferred Credits</b>	<b>\$</b>	<b>2,956,557.48</b>

Total Current Liabilities \$ 3,102,452.02

**NONCURRENT LIABILITIES**

2435.1 - Compensated Absences-Long Term	\$	3,343.74
<b>Total Noncurrent Liabilities</b>	<b>\$</b>	<b>3,343.74</b>

**TOTAL LIABILITIES** \$ 3,105,795.76

**EQUITY**

2806.1 - Invested in Capital Assets, Net of Debt \$ 1,305,680.69

**Net Assets**

2806 - Unrestricted Net Assets	\$	747,354.80
2807 - Restricted Net Assets	\$	75,000.00
Income and Expense Clearing		(69,340.43)
Income and Expense Clearing-2019 CFP		40,364.89
Income and Expense Clearing-2020 CFP		184,756.36
<b>Total Net Assets</b>	<b>\$</b>	<b>978,135.62</b>

**TOTAL EQUITY** \$ 2,283,816.31

**TOTAL LIABILITIES/EQUITY** \$ 5,389,612.07

**Traverse City Housing Commission**  
**Low Rent Public Housing**  
**Income & Expense Statement**  
**For the 1 Month and 5 Months Ended November 30, 2022**

	1 Month Ended	5 Months Ended		
	<u>November 30, 2022</u>	<u>November 30, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Operating Income</b>				
<b>Rental Income</b>				
3110 - Dwelling Rental	\$ 0.00	\$ 17,979.61	\$ 0	\$ (17,979.61)
3110.2 - Dwelling Rental-Proj. 2	9,423.00	44,050.00	68,000	23,950.00
3120 - Excess Utilities	0.00	169.00	0	(169.00)
3190 - Nondwelling Rental	8,343.26	41,581.00	0	(41,581.00)
<b>Total Rental Income</b>	<u>\$ 17,766.26</u>	<u>\$ 103,779.61</u>	<u>\$ 68,000</u>	<u>\$ (35,779.61)</u>
<b>Revenues - HUD PHA GRANTS</b>				
3401.2 - Operating Subsidy	\$ 25,667.00	\$ 129,823.00	\$ 35,000	\$ (94,823.00)
<b>Total HUD PHA GRANTS</b>	<u>\$ 25,667.00</u>	<u>\$ 129,823.00</u>	<u>\$ 35,000</u>	<u>\$ (94,823.00)</u>
<b>Nonrental Income</b>				
3610 - Interest Income-Gen. Fund	\$ 2,438.30	\$ 8,189.24	\$ 500	\$ (7,689.24)
3690 - Tenant Income	(351.68)	1,541.66	1,000	(541.66)
3690.1 - Non-Tenant Income	692.00	12,874.14	1,000	(11,874.14)
3690.2 - Tenant Income-Cable	0.00	5,780.00	0	(5,780.00)
3692 - Management Fee	2,250.00	10,800.00	270,200	259,400.00
3692.1 - Maintenance Contracts	2,300.00	10,600.00	24,000	13,400.00
<b>Total Nonrental Income</b>	<u>\$ 7,328.62</u>	<u>\$ 49,785.04</u>	<u>\$ 296,700</u>	<u>\$ 246,914.96</u>
<b>Total Operating Income</b>	<u>\$ 50,761.88</u>	<u>\$ 283,387.65</u>	<u>\$ 399,700</u>	<u>\$ 116,312.35</u>
<b>Operating Expenses</b>				
<b>Routine Expense</b>				
<b>Administration</b>				
4110 - Administrative Salaries	\$ 19,191.86	\$ 93,602.88	\$ 239,460	\$ 145,857.12
4130 - Legal Expense	85.00	1,506.44	1,500	(6.44)
4140 - Staff Training	0.00	0.00	3,500	3,500.00
4150 - Travel Expense	106.21	1,704.58	2,000	295.42
4170 - Accounting Fees	477.36	3,061.80	12,500	9,438.20
4171 - Auditing	0.00	0.00	6,000	6,000.00
4182 - Employee Benefits - Admin	8,576.24	19,369.38	47,500	28,130.62
4185 - Telephone	235.55	1,740.29	5,000	3,259.71
4190.1 - Publications	0.00	0.00	1,800	1,800.00
4190.2 - Membership Dues and Fees	0.00	1,920.00	1,000	(920.00)
4190.3 - Admin. Service Contracts	1,191.63	6,975.25	20,500	13,524.75
4190.4 - Office Supplies	197.43	906.94	3,000	2,093.06
4190.5 - Other Sundry Expense	1,015.79	6,907.85	11,000	4,092.15
4190.6 - Advertising	0.00	0.00	500	500.00
<b>Total Administration</b>	<u>\$ 31,077.07</u>	<u>\$ 137,695.41</u>	<u>\$ 355,260</u>	<u>\$ 217,564.59</u>
<b>Tenant Services</b>				
4220 - Rec., Pub., & Other Services	\$ 128.86	\$ 1,279.83	\$ 1,500	\$ 220.17
4230 - Cable TV-Tenants	0.00	5,740.09	0	(5,740.09)
<b>Total Tenant Services</b>	<u>\$ 128.86</u>	<u>\$ 7,019.92</u>	<u>\$ 1,500</u>	<u>\$ (5,519.92)</u>

**Traverse City Housing Commission  
Low Rent Public Housing  
Income & Expense Statement  
For the 1 Month and 5 Months Ended November 30, 2022**

	1 Month Ended	5 Months Ended			
	<u>November 30, 2022</u>	<u>November 30, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>	
<b>Utilities</b>					
4310 - Water	\$ 514.00	\$ 3,065.07	\$ 5,000	\$ 1,934.93	
4320 - Electricity	117.45	12,762.94	5,000	(7,762.94)	
4330 - Gas	71.11	419.97	2,000	1,580.03	
<b>Total Utilities</b>	<u>\$ 702.56</u>	<u>\$ 16,247.98</u>	<u>\$ 12,000</u>	<u>\$ (4,247.98)</u>	
<b>Ordinary Maint. &amp; Operations</b>					
4410 - Labor, Maintenance	\$ 21,374.10	\$ 63,612.33	\$ 186,580	\$ 122,967.67	
4420 - Materials	724.49	3,018.20	5,000	1,981.80	
4430.02 - Heating & Cooling Contracts	260.00	260.00	1,000	740.00	
4430.03 - Snow Removal Contracts	0.00	0.00	1,000	1,000.00	
4430.05 - Landscape & Grounds Contracts	1,200.00	10,076.69	2,000	(8,076.69)	
4430.06 - Unit Turnaround Contracts	0.00	0.00	2,000	2,000.00	
4430.07 - Electrical Contracts	0.00	0.00	1,000	1,000.00	
4430.08 - Plumbing Contracts	332.60	332.60	1,000	667.40	
4430.09 - Extermination Contracts	130.00	718.39	1,000	281.61	
4430.10 - Janitorial Contracts	0.00	0.00	1,000	1,000.00	
4430.11 - Routine Maintenance Contracts	0.00	72.74	3,000	2,927.26	
4430.12 - Misc. Contracts	0.00	0.00	2,000	2,000.00	
4431 - Garbage Removal	1,158.14	6,009.52	2,000	(4,009.52)	
4433 - Employee Benefits - Maint.	(754.53)	4,752.52	40,600	35,847.48	
4470 - Elk Rapids Expenses	(365.32)	278.98	0	(278.98)	
4471 - East Bay Flats Expenses	175.00	350.00	0	(350.00)	
<b>Total Ordinary Maint. &amp; Oper</b>	<u>\$ 24,234.48</u>	<u>\$ 89,481.97</u>	<u>\$ 249,180</u>	<u>\$ 159,698.03</u>	
<b>General Expense</b>					
4510 - Insurance	\$ 3,147.50	\$ 16,676.73	\$ 5,000	\$ (11,676.73)	
4520 - Payment in Lieu of Taxes	2,083.34	10,416.70	5,000	(5,416.70)	
4550 - Compensated Absences	0.00	0.00	1,000	1,000.00	
4570 - Collection Losses	0.00	0.00	1,000	1,000.00	
4586 - Interest Expense-CFFP	0.00	397.06	0	(397.06)	
4586.1 - Interest Expense-EPC	0.00	1,951.91	0	(1,951.91)	
<b>Total General Expense</b>	<u>\$ 5,230.84</u>	<u>\$ 29,442.40</u>	<u>\$ 12,000</u>	<u>\$ (17,442.40)</u>	
<b>Total Routine Expense</b>	<u>\$ 61,373.81</u>	<u>\$ 279,887.68</u>	<u>\$ 629,940</u>	<u>\$ 350,052.32</u>	
<b>Non-Routine Expense</b>					
<b>Extraordinary Maintenance</b>					
<b>Total Extraordinary Maintenance</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00	
<b>Casualty Losses-Not Cap.</b>					
<b>Total Casualty Losses</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00	
<b>Total Non-Routine Expense</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00	
<b>Total Operating Expenses</b>	<u>\$ 61,373.81</u>	<u>\$ 279,887.68</u>	<u>\$ 629,940</u>	<u>\$ 350,052.32</u>	
<b>Operating Income (Loss)</b>	<u>\$ (10,611.93)</u>	<u>\$ 3,499.97</u>	<u>\$ (230,240)</u>	<u>\$ (233,739.97)</u>	
<b>Depreciation Expense</b>					
4800 - Depreciation - Current Year	\$ 14,434.51	\$ 72,172.55	\$ 0	\$ (72,172.55)	
<b>Total Depreciation Expense</b>	<u>\$ 14,434.51</u>	<u>\$ 72,172.55</u>	<u>\$ 0</u>	<u>\$ (72,172.55)</u>	

**Traverse City Housing Commission  
Low Rent Public Housing  
Income & Expense Statement  
For the 1 Month and 5 Months Ended November 30, 2022**

	1 Month Ended		5 Months Ended			
	<u>November 30, 2022</u>		<u>November 30, 2022</u>		<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Surplus Credits &amp; Charges</b>						
<b>Total Surplus Credits &amp; Charges</b>	\$	0.00	\$	0.00	\$	0 \$
<b>RAD Expense</b>						
7020 - RAD Expenses	\$	0.00	\$	667.85	\$	0 \$
<b>Total RAD Expense</b>	\$	0.00	\$	667.85	\$	0 \$
<b>Capital Expenditures</b>						
7540 - Betterments and Additions	\$	0.00	\$	1,330.00	\$	5,000 \$
7590 - Operating Expenditures-Contra		0.00		(1,330.00)		(5,000)
<b>Total Capital Expenditures</b>	\$	0.00	\$	0.00	\$	0 \$
<b>Other Financial Items</b>						
<b>Total Other Financial Items</b>	\$	0.00	\$	0.00	\$	0 \$
<b>HUD Net Income (Loss)</b>	\$	<u>(10,611.93)</u>	\$	<u>1,502.12</u>	\$	<u>(235,240)</u>
<b>GAAP Net Income (Loss)</b>	\$	<u>(25,046.44)</u>	\$	<u>(69,340.43)</u>	\$	<u>(230,240)</u>
		<u>\$</u>		<u>\$</u>		<u>\$</u>

**Traverse City Housing Commission  
Capital Fund 501-19  
Income & Expense Statement  
For the 1 Month and 5 Months Ended November 30, 2022**

501-19 P&L	1 Month Ended	5 Months Ended
**1022**	<u>November 30, 2022</u>	<u>November 30, 2022</u>
<b>Operating Income</b>		
<b>Revenues - HUD PHA GRANTS</b>		
3401.3 - Grant Revenue-Hard Costs	0.00	40,364.89
<b>Total HUD PHA GRANTS</b>	<u>0.00</u>	<u>40,364.89</u>
<b>Nonrental Income</b>		
<b>Total Nonrental Income</b>	<u>0.00</u>	<u>0.00</u>
<b>Total Operating Income</b>	<u>0.00</u>	<u>40,364.89</u>
<b>Operating Expenses</b>		
<b>Administration</b>		
<b>Total Administration</b>	0.00	0.00
<b>Ordinary Maint. &amp; Operations</b>		
<b>Total Ordinary Maint. &amp; Oper</b>	0.00	0.00
<b>Extraordinary Maintenance</b>		
<b>Total Extraordinary Maintenance</b>	0.00	0.00
<b>Depreciation Expense</b>		
<b>Total Depreciation Expense</b>	0.00	0.00
<b>Total Operating Expenses</b>	<u>0.00</u>	<u>0.00</u>
<b>Surplus Credits and Charges</b>		
<b>Other Financial Items</b>		
<b>Total Other Financial Items</b>	0.00	0.00
<b>Net Income/(Loss)</b>	<u><u>0.00</u></u>	<u><u>40,364.89</u></u>



**Traverse City Housing Commission**  
**Capital fund 501-20**  
**Income & Expense Statement**  
**For the 1 Month and 5 Months Ended November 30, 2022**

501-20 P&L	1 Month Ended	5 Months Ended
**1023**	<u>November 30, 2022</u>	<u>November 30, 2022</u>
<b>Operating Income</b>		
<b>Revenues - HUD PHA GRANTS</b>		
3401.3 - Grant Revenue-Hard Costs	0.00	184,756.36
<b>Total HUD PHA GRANTS</b>	<u>0.00</u>	<u>184,756.36</u>
<b>Nonrental Income</b>		
<b>Total Nonrental Income</b>	<u>0.00</u>	<u>0.00</u>
<b>Total Operating Income</b>	<u>0.00</u>	<u>184,756.36</u>
<b>Operating Expenses</b>		
<b>Administration</b>		
<b>Total Administration</b>	0.00	0.00
<b>Ordinary Maint. &amp; Operations</b>		
<b>Total Ordinary Maint. &amp; Oper</b>	0.00	0.00
<b>Extraordinary Maintenance</b>		
<b>Total Extraordinary Maintenance</b>	0.00	0.00
<b>Depreciation Expense</b>		
<b>Total Depreciation Expense</b>	0.00	0.00
<b>Total Operating Expenses</b>	<u>0.00</u>	<u>0.00</u>
<b>Surplus Credits and Charges</b>		
<b>Other Financial Items</b>		
<b>Total Other Financial Items</b>	0.00	0.00
<b>Net Income/(Loss)</b>	<u><u>0.00</u></u>	<u><u>184,756.36</u></u>

**Traverse City Housing Commission**  
2019 Capital Fund

Program ID:	1 Month Ended	5 Months Ended	BUDGET	OVER/UNDER
MI33-P080-50119 1522****	November 30, 2022	November 30, 2022		
<b>Administration</b>				
1406 - Operations	\$ 0.00	\$ 0.00	\$ 168,220.00	\$ 168,220.00
<b>Total Administration</b>	0.00	0.00	168,220.00	168,220.00
<b>A &amp; E</b>				
1430 - Architect & Engineering Fees	0.00	58,055.00	0.00	(58,055.00)
<b>Total A &amp; E Fees</b>	0.00	58,055.00	0.00	(58,055.00)
<b>Site Improvements</b>				
<b>Total Site Improvements</b>	0.00	0.00	0.00	0.00
<b>Dwelling Structures</b>				
1460.62 - Masonry Repairs	0.00	50,484.46	0.00	(50,484.46)
1460.63 - Electrical Service (RAD)	0.00	19,316.01	0.00	(19,316.01)
<b>Total Dwelling Structures</b>	0.00	69,800.47	0.00	(69,800.47)
<b>Dwelling Equipment</b>				
<b>Total Dwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Structures</b>				
<b>Total Nondwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Equipment</b>				
<b>Total Nondwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Other</b>				
1501 - Debt Service Payment	0.00	92,918.53	52,554.00	(40,364.53)
<b>Total Other</b>	0.00	92,918.53	52,554.00	(40,364.53)
<b>Total Capital Funds Expended</b>	<u>\$ 0.00</u>	<u>\$ 220,774.00</u>	<u>\$ 220,774.00</u>	<u>\$ 0.00</u>
<b>1600 - Capital Funds Advanced</b>	<u>0.00</u>	<u>220,774.00</u>	<u>220,774.00</u>	<u>0.00</u>
<b>Over/(Under) Funding</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

**Traverse City Housing Commission**  
2020 Capital Fund

Program ID:	1 Month Ended	5 Months Ended	BUDGET	OVER/UNDER
MI33-P080-50120 1523****	November 30, 2022	November 30, 2022		
<b>Administration</b>				
<b>Total Administration</b>	0.00	0.00	0.00	0.00
<b>A &amp; E</b>				
1430 - Architect & Engineering Fees	0.00	0.00	184,756.00	184,756.00
<b>Total A &amp; E Fees</b>	0.00	0.00	184,756.00	184,756.00
<b>Site Improvements</b>				
<b>Total Site Improvements</b>	0.00	0.00	0.00	0.00
<b>Dwelling Structures</b>				
<b>Total Dwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Dwelling Equipment</b>				
<b>Total Dwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Structures</b>				
<b>Total Nondwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Equipment</b>				
<b>Total Nondwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Other</b>				
1501 - Debt Service Payment	0.00	237,310.00	52,554.00	(184,756.00)
<b>Total Other</b>	0.00	237,310.00	52,554.00	(184,756.00)
 <b>Total Capital Funds Expended</b>	<u>\$ 0.00</u>	<u>\$ 237,310.00</u>	<u>\$ 237,310.00</u>	<u>\$ 0.00</u>
 <b>1600 - Capital Funds Advanced</b>	<u>0.00</u>	<u>237,310.00</u>	<u>237,310.00</u>	<u>0.00</u>
 <b>Over/(Under) Funding</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

**Traverse City Housing Commission**  
**Capital Fund Finance Program**

Program ID: CFFP	1 Month Ended	5 Months Ended	BUDGET	OVER/UNDER
1601****	November 30, 2022	November 30, 2022		
<b>Administration</b>				
<b>Total Administration</b>	0.00	0.00	0.00	0.00
<b>A &amp; E</b>				
1430.2 - Loan Costs of Issuance	0.00	19,561.06	0.00	(19,561.06)
<b>Total A &amp; E Fees</b>	0.00	19,561.06	0.00	(19,561.06)
<b>Site Improvements</b>				
<b>Total Site Improvements</b>	0.00	0.00	0.00	0.00
<b>Dwelling Structures</b>				
1460.45 - Omega Construction	0.00	577,637.00	0.00	(577,637.00)
<b>Total Dwelling Structures</b>	0.00	577,637.00	0.00	(577,637.00)
<b>Dwelling Equipment</b>				
1465.01 - Appliances	0.00	33,497.43	0.00	(33,497.43)
<b>Total Dwelling Equipment</b>	0.00	33,497.43	0.00	(33,497.43)
<b>Nondwelling Structures</b>				
<b>Total Nondwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Equipment</b>				
<b>Total Nondwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Other</b>				
1503 - Capitalized Interest	0.00	8,477.83	0.00	(8,477.83)
<b>Total Other</b>	0.00	8,477.83	0.00	(8,477.83)
 <b>Total Capital Funds Expended</b>	 <u>\$ 0.00</u>	 <u>\$ 639,173.32</u>	 <u>\$ 0.00</u>	 <u>\$ (639,173.32)</u>
 <b>1600 - Capital Funds Advanced</b>	 <u>0.00</u>	 <u>639,173.32</u>	 <u>0.00</u>	 <u>(639,173.32)</u>
 <b>Over/(Under) Funding</b>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>

**Traverse City Housing Commission  
Housing Choice Voucher Program  
Balance Sheet  
As of November 30, 2022**

**ASSETS**

**CURRENT ASSETS**

**Cash**

1111.1 - General Fund	\$	229,989.82
1111.6 - FSS Escrow Savings		<u>47,566.85</u>

<b>Total Cash</b>	\$	<u>277,556.67</u>
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**Receivables**

1129.1 - Accounts Receivable-Other	\$	<u>12,441.00</u>
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<b>Total Receivables</b>	\$	<u>12,441.00</u>
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**Investments**

<b>Total Investments</b>	\$	0.00
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**Deferred Charges**

1290 - Other Deferred Charges	\$	<u>(425.00)</u>
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<b>Total Deferred Charges</b>	\$	<u>(425.00)</u>
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<b>TOTAL CURRENT ASSETS</b>	\$	<u>289,572.67</u>
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**Fixed Assets**

1400.5 - Accumulated Depreciation	\$	(6,506.46)
1400.9 - Furn., Equip., Mach.-Admin		<u>6,562.63</u>

<b>Total Fixed Assets</b>	\$	<u>56.17</u>
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<b>TOTAL ASSETS</b>	\$	<u><u>289,628.84</u></u>
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**Traverse City Housing Commission  
Housing Choice Voucher Program  
Balance Sheet  
As of November 30, 2022**

**LIABILITIES AND EQUITY**

**CURRENT LIABILITIES**

**Accounts Payable**

2111 - Vendors and Contractors	\$	1,474.94
2119.21 - Interfund Due To Low Rent		<u>13,882.97</u>

**Total Accounts Payable**

\$ 15,357.91

**Accrued Liabilities**

2135 - Salaries and Wages	\$	1,008.98
2135.1 - Compensated Absences-Short Term		844.73
2135.2 - Accrued Payroll Taxes		77.19
2182 - FSS Escrow Trust		<u>30,340.14</u>

**Total Accrued Liabilities**

\$ 32,271.04

**Deferred Credits**

2290 - Other Deferred Credits	\$	<u>8,253.00</u>
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**Total Deferred Credits**

\$ 8,253.00

**Total Current Liabilities**

\$ 55,881.95

**NONCURRENT LIABILITIES**

2435.1 - Compensated Absences-Long Term	\$	<u>1,055.92</u>
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**Total Noncurrent Liabilities**

\$ 1,055.92

**TOTAL LIABILITIES**

\$ 56,937.87

**NET ASSETS**

**Net Assets**

2806 - Unrestricted Net Assets	\$	235,583.04
2826 - Operating Reserve-Admin		228,995.77
2826.01 - Operating Reserve-HAP		6,585.24
2826.1 - Operating Reserve-Contra		(235,581.01)
Income and Expense Clearing		4,620.05
Income and Expense Clearing - FSS		<u>(7,512.12)</u>

**TOTAL NET ASSETS**

\$ 232,690.97

**TOTAL LIABILITIES/NET ASSETS**

\$ 289,628.84

**Traverse City Housing Commission  
Housing Choice Voucher Program  
Income & Expense Statement  
For the 1 Month and 5 Months Ended November 30, 2022**

	1 Month Ended	5 Months Ended		
	<u>November 30, 2022</u>	<u>November 30, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Operating Reserve Income</b>				
3390 - Fraud Recovery Income	\$ 50.00	\$ 250.00	\$ 0	\$ (250.00)
3603 - Number of Unit Months	0.00	(154.00)	0	154.00
3604 - Unit Months - Contra	<u>0.00</u>	<u>154.00</u>	<u>0</u>	<u>(154.00)</u>
<b>Total Operating Reserve Income</b>	<b>\$ 50.00</b>	<b>\$ 250.00</b>	<b>\$ 0</b>	<b>\$ (250.00)</b>
<b>Revenues - HUD PHA GRANTS</b>				
3410 - HAP Funding	\$ 89,317.00	\$ 473,708.00	\$ 1,250,000	\$ 776,292.00
3410.2 - HAP Funding-Tenant Protection	57,664.00	172,996.00	0	(172,996.00)
3411 - Admin Fee Funding	<u>9,672.00</u>	<u>49,456.00</u>	<u>90,000</u>	<u>40,544.00</u>
<b>Total HUD PHA GRANTS</b>	<b>\$ 156,653.00</b>	<b>\$ 696,160.00</b>	<b>\$ 1,340,000</b>	<b>\$ 643,840.00</b>
<b>Income Offset HUD A.C.</b>				
<b>Total Income Offset</b>	0.00	0.00	0.00	0.00
<b>Total Operating Income</b>	<b>\$ 156,703.00</b>	<b>\$ 696,410.00</b>	<b>\$ 1,340,000</b>	<b>\$ 643,590.00</b>
<b>Operating Expenses</b>				
<b>Routine Expense</b>				
<b>Administration</b>				
4110 - Administrative Salaries	\$ 6,740.55	\$ 23,393.75	\$ 0	\$ (23,393.75)
4150 - Travel Expense	80.31	303.25	0	(303.25)
4170 - Accounting Fees	684.25	3,590.00	0	(3,590.00)
4182 - Employee Benefits - Admin	2,886.02	6,364.07	0	(6,364.07)
4185 - Telephone	100.93	660.00	0	(660.00)
4190.2 - Membership Dues and Fees	0.00	30.00	0	(30.00)
4190.3 - Admin. Service Contracts	510.70	4,306.75	0	(4,306.75)
4190.4 - Office Supplies	84.60	347.51	0	(347.51)
4190.5 - Other Sundry Expense	<u>595.66</u>	<u>3,336.24</u>	<u>0</u>	<u>(3,336.24)</u>
<b>Total Administration</b>	<b>\$ 11,683.02</b>	<b>\$ 42,331.57</b>	<b>\$ 0</b>	<b>\$ (42,331.57)</b>
<b>General Expense</b>				
4590 - Other General Expense	<u>171.38</u>	<u>171.38</u>	<u>0</u>	<u>(171.38)</u>
<b>Total General Expense</b>	<b>\$ 171.38</b>	<b>\$ 171.38</b>	<b>\$ 0</b>	<b>\$ (171.38)</b>
<b>Total Routine Expense</b>	<b>\$ 11,854.40</b>	<b>\$ 42,502.95</b>	<b>\$ 0</b>	<b>\$ (42,502.95)</b>

**Traverse City Housing Commission  
Housing Choice Voucher Program  
Income & Expense Statement  
For the 1 Month and 5 Months Ended November 30, 2022**

	<u>1 Month Ended November 30, 2022</u>	<u>5 Months Ended November 30, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Housing Assistance Payments</b>				
4715.1 - HAP - Occupied Units	\$ 93,424.00	\$ 441,418.00	\$ 1,250,000	\$ 808,582.00
4715.3 - HAP - Non-Elderly Disabled	1,037.00	5,558.00	0	(5,558.00)
4715.4 - HAP - Utility Allowances	518.00	2,648.00	0	(2,648.00)
4715.5 - HAP - Fraud Recovery	(50.00)	(250.00)	0	250.00
4715.6 - HAP - Homeownership	1,625.00	7,932.00	0	(7,932.00)
4715.7 - HAP-Tenant Protection	57,352.00	174,650.00	0	(174,650.00)
4719 - HAP - FSS Escrow	4,905.00	17,331.00	0	(17,331.00)
<b>Total HAP Payments</b>	<b>\$ 158,811.00</b>	<b>\$ 649,287.00</b>	<b>\$ 1,250,000</b>	<b>\$ 600,713.00</b>
<b>Depreciation Expense</b>				
<b>Total Depreciation Expense</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0</b>	<b>\$ 0.00</b>
<b>Total Operating Expense</b>	<b>\$ 170,665.40</b>	<b>\$ 691,789.95</b>	<b>\$ 1,250,000</b>	<b>\$ 558,210.05</b>
<b>Capital Expenditures</b>				
<b>Total Capital Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0</b>	<b>\$ 0.00</b>
<b>GAAP Net Income (Loss)</b>	<b>\$ (13,962.40)</b>	<b>\$ 4,620.05</b>	<b>\$ 90,000</b>	<b>\$ 85,379.95</b>
<i>Memo:</i>				
<i>Admin Operating Income/(Loss)</i>	<u>\$ (2,182.40)</u>	<u>\$ 6,953.05</u>	<u>\$ 90,000</u>	<u>\$ 83,046.95</u>
<b>Analysis of Funding</b>				
<b>A.C. Received: November 30, 2022</b>		<b>5 Months Ended November 30, 2022</b>		
3410 - HAP Funding		\$ 473,708.00		
3410.2 - HAP Funding-Tenant Protection		172,996.00		
<b>A.C. Earned</b>				
4715.1 - HAP - Occupied Units		441,418.00		
4715.3 - HAP - Non-Elderly Disabled		5,558.00		
4715.4 - HAP - Utility Allowances		2,648.00		
4715.5 - HAP - Fraud Recovery		(250.00)		
4715.6 - HAP - Homeownership		7,932.00		
4715.7 - HAP-Tenant Protection		174,650.00		
4719 - HAP - FSS Escrow		17,331.00		
<b>Total Funding Required</b>		<b>\$ 649,287.00</b>		
<b>Over/(Under) Funding</b>		<b>\$ (2,583.00)</b>		
<b>RNP as of: November 30, 2022</b>		<b>\$ 4,002.24</b>		
<b>UNP as of: November 30, 2022</b>		<b>\$ 228,686.70</b>		



**Traverse City Housing Commission  
Voucher FSS Program  
Income & Expense Statement  
For the 1 Month and 5 Months Ended November 30, 2022**

	1 Month Ended		5 Months Ended			
	<u>November 30, 2022</u>		<u>November 30, 2022</u>		<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Operating Reserve Income</b>						
<b>Total Operating Reserve Income</b>	\$	0.00	\$	0.00	\$	0 \$ 0.00
<b>Revenues - HUD PHA GRANTS</b>						
<b>Total HUD PHA GRANTS</b>	\$	0.00	\$	0.00	\$	0 \$ 0.00
<b>Income Offset HUD A.C.</b>						
<b>Total Income Offset</b>		0.00		0.00	0.00	0.00
<b>Total Operating Income</b>	\$	<u>0.00</u>	\$	<u>0.00</u>	\$	<u>0 \$ 0.00</u>
<b>Operating Expenses</b>						
<b>Routine Expense</b>						
<b>Administration</b>						
4110 - Administrative Salaries	\$	1,828.17	\$	6,607.90	\$	0 \$ (6,607.90)
4182 - Employee Benefits - Admin		<u>380.00</u>		<u>904.22</u>	<u>0</u>	<u>(904.22)</u>
<b>Total Administration</b>	\$	<u>2,208.17</u>	\$	<u>7,512.12</u>	\$	<u>0 \$ (7,512.12)</u>
<b>General Expense</b>						
<b>Total General Expense</b>	\$	0.00	\$	0.00	\$	0 \$ 0.00
<b>Total Routine Expense</b>	\$	2,208.17	\$	7,512.12	\$	0 \$ (7,512.12)

**Traverse City Housing Commission  
Voucher FSS Program  
Income & Expense Statement  
For the 1 Month and 5 Months Ended November 30, 2022**

	<u>1 Month Ended November 30, 2022</u>	<u>5 Months Ended November 30, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Housing Assistance Payments</b>				
<b>Total HAP Payments</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Depreciation Expense</b>				
<b>Total Depreciation Expense</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Total Operating Expense</b>	\$ 2,208.17	\$ 7,512.12	\$ 0	\$ (7,512.12)
<b>Surplus Credits &amp; Charges</b>				
<b>Total Surplus Credits &amp; Charges</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Capital Expenditures</b>				
<b>Total Capital Expenditures</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>GAAP Net Income (Loss)</b>	<u>\$ (2,208.17)</u>	<u>\$ (7,512.12)</u>	<u>\$ 0</u>	<u>\$ 7,512.12</u>

**Traverse City Housing Commission  
Low Rent Public Housing  
Balance Sheet  
As of December 31, 2022**

**ASSETS**

**CURRENT ASSETS**

**Cash**

1111.1 - General Fund	\$	288,769.52
1111.9 - Cash-Short Term Investments		2,575,507.45
1116 - Debt Svc. Reserve-CFFP (Restricted)		26,897.13
1117 - Petty Cash Fund		230.61
1118 - Laundry Coin Fund		50.00

**Total Cash** \$ 2,891,454.71

**Receivables**

1122 - Tenants	\$	11,031.15
1122.1 - Allowance for Doubtful Accounts		(6,902.36)
1129.1 - Accounts Receivable-Other		662,889.37
1129.11 - Interfund Due From Vouchers		26,129.58
1129.14 - Accounts Receivable-KMG/RV		4,297.65
1130 - Accounts Receivable-TAHDC		1,177.27

**Total Receivables** \$ 698,622.66

**Investments**

1165 - Assets Held For Sale	\$	438,822.50
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**Total Investments** \$ 438,822.50

**Deferred Charges**

1211 - Prepaid Insurance	\$	19,243.92
1290 - Other Deferred Charges		5,003.60

**Total Deferred Charges** \$ 24,247.52

**TOTAL CURRENT ASSETS** \$ 4,053,147.39

**NON-CURRENT ASSETS**

1300 - Investments in Joint Ventures	\$	75,000.00
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**Fixed Assets**

1400 - Construction in Progress-CFP	\$	12,197.14
1400.5 - Accumulated Depreciation		(7,756,663.49)
1400.6 - Land		297,665.49
1400.61 - Site Improvements		493,136.80
1400.7 - Buildings		3,618,326.64
1400.71 - Building Improvements		4,351,116.74
1400.72 - Non-dwelling Structures		349,405.97
1400.8 - Furn., Equip., Mach.-Dwellings		104,264.16
1400.9 - Furn., Equip., Mach.-Admin		275,668.31

**Total Fixed Assets** \$ 1,745,117.76

**TOTAL NON-CURRENT ASSETS** \$ 1,820,117.76

**TOTAL ASSETS** \$ 5,873,265.15

**Traverse City Housing Commission  
Low Rent Public Housing  
Balance Sheet  
As of December 31, 2022**

**LIABILITIES AND EQUITY**

**CURRENT LIABILITIES**

**Accounts Payable**

2111 - Vendors and Contractors	\$	102,739.06
2114 - Tenant Security Deposits		6,354.00
2117.3 - State Income Tax Withheld		1,228.25
2117.4 - HSA Withheld		(1,018.29)
<b>Total Accounts Payable</b>	<b>\$</b>	<b>109,303.02</b>

**Accrued Liabilities**

2135 - Salaries and Wages	\$	4,213.26
2135.1 - Compensated Absences-Short Term		2,674.99
2135.2 - Accrued Payroll Taxes		322.32
2136 - Accrued Liabilities-Other		9,353.53
2137 - Payments in Lieu of Taxes		12,500.04
<b>Total Accrued Liabilities</b>	<b>\$</b>	<b>29,064.14</b>

**Deferred Credits**

2290 - Other Deferred Credits	\$	3,456,557.48
<b>Total Deferred Credits</b>	<b>\$</b>	<b>3,456,557.48</b>

Total Current Liabilities \$ 3,594,924.64

**NONCURRENT LIABILITIES**

2435.1 - Compensated Absences-Long Term	\$	3,343.74
<b>Total Noncurrent Liabilities</b>	<b>\$</b>	<b>3,343.74</b>

**TOTAL LIABILITIES** **\$ 3,598,268.38**

**EQUITY**

2806.1 - Invested in Capital Assets, Net of Debt \$ 1,305,680.69

**Net Assets**

2806 - Unrestricted Net Assets	\$	747,354.80
2807 - Restricted Net Assets	\$	75,000.00
Income and Expense Clearing		(78,159.97)
Income and Expense Clearing-2019 CFP		40,364.89
Income and Expense Clearing-2020 CFP		184,756.36

**Total Net Assets** **\$ 969,316.08**

**TOTAL EQUITY** **\$ 2,274,996.77**

**TOTAL LIABILITIES/EQUITY** **\$ 5,873,265.15**

**Traverse City Housing Commission**  
**Low Rent Public Housing**  
**Income & Expense Statement**  
**For the 1 Month and 6 Months Ended December 31, 2022**

	1 Month Ended		6 Months Ended				
	<u>December 31, 2022</u>		<u>December 31, 2022</u>		<u>BUDGET</u>	<u>*OVER/UNDER</u>	
<b>Operating Income</b>							
<b>Rental Income</b>							
3110 - Dwelling Rental	\$	0.00	\$	17,979.61	\$	0	\$ (17,979.61)
3110.2 - Dwelling Rental-Proj. 2		8,098.00		52,148.00	68,000		15,852.00
3120 - Excess Utilities		0.00		169.00	0		(169.00)
3190 - Nondwelling Rental		8,677.39		50,258.39	0		(50,258.39)
<b>Total Rental Income</b>	<b>\$</b>	<b>16,775.39</b>	<b>\$</b>	<b>120,555.00</b>	<b>\$</b>	<b>68,000</b>	<b>\$ (52,555.00)</b>
<b>Revenues - HUD PHA GRANTS</b>							
3401.2 - Operating Subsidy	\$	27,630.00	\$	157,453.00	\$	35,000	\$ (122,453.00)
<b>Total HUD PHA GRANTS</b>	<b>\$</b>	<b>27,630.00</b>	<b>\$</b>	<b>157,453.00</b>	<b>\$</b>	<b>35,000</b>	<b>\$ (122,453.00)</b>
<b>Nonrental Income</b>							
3610 - Interest Income-Gen. Fund	\$	2,919.47	\$	11,108.71	\$	500	\$ (10,608.71)
3690 - Tenant Income		185.00		1,726.66	1,000		(726.66)
3690.1 - Non-Tenant Income		4,752.95		17,627.09	1,000		(16,627.09)
3690.2 - Tenant Income-Cable		0.00		5,780.00	0		(5,780.00)
3692 - Management Fee		2,250.00		13,050.00	270,200		257,150.00
3692.1 - Maintenance Contracts		2,300.00		12,900.00	24,000		11,100.00
<b>Total Nonrental Income</b>	<b>\$</b>	<b>12,407.42</b>	<b>\$</b>	<b>62,192.46</b>	<b>\$</b>	<b>296,700</b>	<b>\$ 234,507.54</b>
<b>Total Operating Income</b>	<b>\$</b>	<b>56,812.81</b>	<b>\$</b>	<b>340,200.46</b>	<b>\$</b>	<b>399,700</b>	<b>\$ 59,499.54</b>
<b>Operating Expenses</b>							
<b>Routine Expense</b>							
<b>Administration</b>							
4110 - Administrative Salaries	\$	12,526.91	\$	106,129.79	\$	239,460	\$ 133,330.21
4130 - Legal Expense		0.00		1,506.44	1,500		(6.44)
4140 - Staff Training		0.00		0.00	3,500		3,500.00
4150 - Travel Expense		117.80		1,822.38	2,000		177.62
4170 - Accounting Fees		477.36		3,539.16	12,500		8,960.84
4171 - Auditing		6,300.00		6,300.00	6,000		(300.00)
4182 - Employee Benefits - Admin		1,728.97		22,543.61	47,500		24,956.39
4185 - Telephone		223.48		1,963.77	5,000		3,036.23
4190.1 - Publications		227.62		227.62	1,800		1,572.38
4190.2 - Membership Dues and Fees		0.00		1,920.00	1,000		(920.00)
4190.3 - Admin. Service Contracts		176.01		7,151.26	20,500		13,348.74
4190.4 - Office Supplies		32.89		939.83	3,000		2,060.17
4190.5 - Other Sundry Expense		3,683.58		10,591.43	11,000		408.57
4190.6 - Advertising		0.00		0.00	500		500.00
<b>Total Administration</b>	<b>\$</b>	<b>25,494.62</b>	<b>\$</b>	<b>164,635.29</b>	<b>\$</b>	<b>355,260</b>	<b>\$ 190,624.71</b>
<b>Tenant Services</b>							
4220 - Rec., Pub., & Other Services	\$	96.50	\$	1,376.33	\$	1,500	\$ 123.67
4230 - Cable TV-Tenants		0.00		5,740.09	0		(5,740.09)
<b>Total Tenant Services</b>	<b>\$</b>	<b>96.50</b>	<b>\$</b>	<b>7,116.42</b>	<b>\$</b>	<b>1,500</b>	<b>\$ (5,616.42)</b>

**Traverse City Housing Commission**  
**Low Rent Public Housing**  
**Income & Expense Statement**  
**For the 1 Month and 6 Months Ended December 31, 2022**

	1 Month Ended	6 Months Ended		
	<u>December 31, 2022</u>	<u>December 31, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Utilities</b>				
4310 - Water	\$ 483.00	\$ 3,548.07	\$ 5,000	\$ 1,451.93
4320 - Electricity	0.00	12,762.94	5,000	(7,762.94)
4330 - Gas	0.00	419.97	2,000	1,580.03
<b>Total Utilities</b>	<u>\$ 483.00</u>	<u>\$ 16,730.98</u>	<u>\$ 12,000</u>	<u>\$ (4,730.98)</u>
<b>Ordinary Maint. &amp; Operations</b>				
4410 - Labor, Maintenance	\$ 14,050.20	\$ 77,662.53	\$ 186,580	\$ 108,917.47
4420 - Materials	109.55	3,127.75	5,000	1,872.25
4430.02 - Heating & Cooling Contracts	0.00	260.00	1,000	740.00
4430.03 - Snow Removal Contracts	219.00	219.00	1,000	781.00
4430.05 - Landscape & Grounds Contracts	440.00	10,516.69	2,000	(8,516.69)
4430.06 - Unit Turnaround Contracts	0.00	0.00	2,000	2,000.00
4430.07 - Electrical Contracts	0.00	0.00	1,000	1,000.00
4430.08 - Plumbing Contracts	0.00	332.60	1,000	667.40
4430.09 - Extermination Contracts	0.00	718.39	1,000	281.61
4430.10 - Janitorial Contracts	0.00	0.00	1,000	1,000.00
4430.11 - Routine Maintenance Contracts	0.00	72.74	3,000	2,927.26
4430.12 - Misc. Contracts	148.88	148.88	2,000	1,851.12
4431 - Garbage Removal	735.35	6,744.87	2,000	(4,744.87)
4433 - Employee Benefits - Maint.	1,294.25	7,674.40	40,600	32,925.60
4470 - Elk Rapids Expenses	(277.24)	1.74	0	(1.74)
4471 - East Bay Flats Expenses	100.00	450.00	0	(450.00)
<b>Total Ordinary Maint. &amp; Oper</b>	<u>\$ 16,819.99</u>	<u>\$ 107,929.59</u>	<u>\$ 249,180</u>	<u>\$ 141,250.41</u>
<b>General Expense</b>				
4510 - Insurance	\$ 3,147.50	\$ 19,824.23	\$ 5,000	\$ (14,824.23)
4520 - Payment in Lieu of Taxes	2,083.34	12,500.04	5,000	(7,500.04)
4550 - Compensated Absences	0.00	0.00	1,000	1,000.00
4570 - Collection Losses	0.00	0.00	1,000	1,000.00
4586 - Interest Expense-CFFP	0.00	397.06	0	(397.06)
4586.1 - Interest Expense-EPC	0.00	1,951.91	0	(1,951.91)
<b>Total General Expense</b>	<u>\$ 5,230.84</u>	<u>\$ 34,673.24</u>	<u>\$ 12,000</u>	<u>\$ (22,673.24)</u>
<b>Total Routine Expense</b>	<u>\$ 48,124.95</u>	<u>\$ 331,085.52</u>	<u>\$ 629,940</u>	<u>\$ 298,854.48</u>
<b>Non-Routine Expense</b>				
<b>Extraordinary Maintenance</b>				
<b>Total Extraordinary Maintenance</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Casualty Losses-Not Cap.</b>				
<b>Total Casualty Losses</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Total Non-Routine Expense</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Total Operating Expenses</b>	<u>\$ 48,124.95</u>	<u>\$ 331,085.52</u>	<u>\$ 629,940</u>	<u>\$ 298,854.48</u>
<b>Operating Income (Loss)</b>	<u>\$ 8,687.86</u>	<u>\$ 9,114.94</u>	<u>\$ (230,240)</u>	<u>\$ (239,354.94)</u>
<b>Depreciation Expense</b>				
4800 - Depreciation - Current Year	\$ 14,434.51	\$ 86,607.06	\$ 0	\$ (86,607.06)
<b>Total Depreciation Expense</b>	<u>\$ 14,434.51</u>	<u>\$ 86,607.06</u>	<u>\$ 0</u>	<u>\$ (86,607.06)</u>

**Traverse City Housing Commission  
Low Rent Public Housing  
Income & Expense Statement  
For the 1 Month and 6 Months Ended December 31, 2022**

	1 Month Ended	6 Months Ended		
	<u>December 31, 2022</u>	<u>December 31, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Surplus Credits &amp; Charges</b>				
<b>Total Surplus Credits &amp; Charges</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>RAD Expense</b>				
7020 - RAD Expenses	\$ 0.00	\$ 667.85	\$ 0	\$ (667.85)
<b>Total RAD Expense</b>	\$ 0.00	\$ 667.85	\$ 0	\$ (667.85)
<b>Capital Expenditures</b>				
7540 - Betterments and Additions	\$ 0.00	\$ 1,330.00	\$ 5,000	\$ 3,670.00
7590 - Operating Expenditures-Contra	0.00	(1,330.00)	(5,000)	(3,670.00)
<b>Total Capital Expenditures</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Other Financial Items</b>				
<b>Total Other Financial Items</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>HUD Net Income (Loss)</b>	<u>\$ 8,687.86</u>	<u>\$ 7,117.09</u>	<u>\$ (235,240)</u>	<u>\$ (242,357.09)</u>
<b>GAAP Net Income (Loss)</b>	<u>\$ (5,746.65)</u>	<u>\$ (78,159.97)</u>	<u>\$ (230,240)</u>	<u>\$ (152,080.03)</u>

**Traverse City Housing Commission  
Capital Fund 501-19  
Income & Expense Statement  
For the 1 Month and 6 Months Ended December 31, 2022**

501-19 P&L	1 Month Ended	6 Months Ended
**1022**	<u>December 31, 2022</u>	<u>December 31, 2022</u>
<b>Operating Income</b>		
<b>Revenues - HUD PHA GRANTS</b>		
3401.3 - Grant Revenue-Hard Costs	0.00	40,364.89
<b>Total HUD PHA GRANTS</b>	<u>0.00</u>	<u>40,364.89</u>
<b>Nonrental Income</b>		
<b>Total Nonrental Income</b>	<u>0.00</u>	<u>0.00</u>
<b>Total Operating Income</b>	<u>0.00</u>	<u>40,364.89</u>
<b>Operating Expenses</b>		
<b>Administration</b>		
<b>Total Administration</b>	0.00	0.00
<b>Ordinary Maint. &amp; Operations</b>		
<b>Total Ordinary Maint. &amp; Oper</b>	0.00	0.00
<b>Extraordinary Maintenance</b>		
<b>Total Extraordinary Maintenance</b>	0.00	0.00
<b>Depreciation Expense</b>		
<b>Total Depreciation Expense</b>	0.00	0.00
<b>Total Operating Expenses</b>	<u>0.00</u>	<u>0.00</u>
<b>Surplus Credits and Charges</b>		
<b>Other Financial Items</b>		
<b>Total Other Financial Items</b>	0.00	0.00
<b>Net Income/(Loss)</b>	<u>0.00</u>	<u>40,364.89</u>



**Traverse City Housing Commission  
Capital fund 501-20  
Income & Expense Statement  
For the 1 Month and 6 Months Ended December 31, 2022**

501-20 P&L	1 Month Ended	6 Months Ended
**1023**	<u>December 31, 2022</u>	<u>December 31, 2022</u>
<b>Operating Income</b>		
<b>Revenues - HUD PHA GRANTS</b>		
3401.3 - Grant Revenue-Hard Costs	0.00	184,756.36
<b>Total HUD PHA GRANTS</b>	<u>0.00</u>	<u>184,756.36</u>
<b>Nonrental Income</b>		
<b>Total Nonrental Income</b>	<u>0.00</u>	<u>0.00</u>
<b>Total Operating Income</b>	<u>0.00</u>	<u>184,756.36</u>
<b>Operating Expenses</b>		
<b>Administration</b>		
<b>Total Administration</b>	0.00	0.00
<b>Ordinary Maint. &amp; Operations</b>		
<b>Total Ordinary Maint. &amp; Oper</b>	0.00	0.00
<b>Extraordinary Maintenance</b>		
<b>Total Extraordinary Maintenance</b>	0.00	0.00
<b>Depreciation Expense</b>		
<b>Total Depreciation Expense</b>	0.00	0.00
<b>Total Operating Expenses</b>	<u>0.00</u>	<u>0.00</u>
<b>Surplus Credits and Charges</b>		
<b>Other Financial Items</b>		
<b>Total Other Financial Items</b>	0.00	0.00
<b>Net Income/(Loss)</b>	<u>0.00</u>	<u>184,756.36</u>

**Traverse City Housing Commission**  
2019 Capital Fund

Program ID:	1 Month Ended	6 Months Ended	BUDGET	OVER/UNDER
MI33-P080-50119 1522****	December 31, 2022	December 31, 2022		
<b>Administration</b>				
1406 - Operations	\$ 0.00	\$ 0.00	\$ 168,220.00	\$ 168,220.00
<b>Total Administration</b>	0.00	0.00	168,220.00	168,220.00
<b>A &amp; E</b>				
1430 - Architect & Engineering Fees	0.00	58,055.00	0.00	(58,055.00)
<b>Total A &amp; E Fees</b>	0.00	58,055.00	0.00	(58,055.00)
<b>Site Improvements</b>				
<b>Total Site Improvements</b>	0.00	0.00	0.00	0.00
<b>Dwelling Structures</b>				
1460.62 - Masonry Repairs	0.00	50,484.46	0.00	(50,484.46)
1460.63 - Electrical Service (RAD)	0.00	19,316.01	0.00	(19,316.01)
<b>Total Dwelling Structures</b>	0.00	69,800.47	0.00	(69,800.47)
<b>Dwelling Equipment</b>				
<b>Total Dwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Structures</b>				
<b>Total Nondwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Equipment</b>				
<b>Total Nondwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Other</b>				
1501 - Debt Service Payment	0.00	92,918.53	52,554.00	(40,364.53)
<b>Total Other</b>	0.00	92,918.53	52,554.00	(40,364.53)
<b>Total Capital Funds Expended</b>	<u>\$ 0.00</u>	<u>\$ 220,774.00</u>	<u>\$ 220,774.00</u>	<u>\$ 0.00</u>
<b>1600 - Capital Funds Advanced</b>	<u>0.00</u>	<u>220,774.00</u>	<u>220,774.00</u>	<u>0.00</u>
<b>Over/(Under) Funding</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

**Traverse City Housing Commission**  
2020 Capital Fund

Program ID:	1 Month Ended	6 Months Ended	BUDGET	OVER/UNDER
MI33-P080-50120 1523****	December 31, 2022	December 31, 2022		
<b>Administration</b>				
<b>Total Administration</b>	0.00	0.00	0.00	0.00
<b>A &amp; E</b>				
1430 - Architect & Engineering Fees	0.00	0.00	184,756.00	184,756.00
<b>Total A &amp; E Fees</b>	<u>0.00</u>	<u>0.00</u>	<u>184,756.00</u>	<u>184,756.00</u>
<b>Site Improvements</b>				
<b>Total Site Improvements</b>	0.00	0.00	0.00	0.00
<b>Dwelling Structures</b>				
<b>Total Dwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Dwelling Equipment</b>				
<b>Total Dwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Structures</b>				
<b>Total Nondwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Equipment</b>				
<b>Total Nondwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Other</b>				
1501 - Debt Service Payment	0.00	237,310.00	52,554.00	(184,756.00)
<b>Total Other</b>	<u>0.00</u>	<u>237,310.00</u>	<u>52,554.00</u>	<u>(184,756.00)</u>
<b>Total Capital Funds Expended</b>	<u>\$ 0.00</u>	<u>\$ 237,310.00</u>	<u>\$ 237,310.00</u>	<u>\$ 0.00</u>
<b>1600 - Capital Funds Advanced</b>	<u>0.00</u>	<u>237,310.00</u>	<u>237,310.00</u>	<u>0.00</u>
<b>Over/(Under) Funding</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

**Traverse City Housing Commission**  
**Capital Fund Finance Program**

Program ID: CFFP	1 Month Ended	6 Months Ended	BUDGET	OVER/UNDER
1601****	December 31, 2022	December 31, 2022		
<b>Administration</b>				
<b>Total Administration</b>	0.00	0.00	0.00	0.00
<b>A &amp; E</b>				
1430.2 - Loan Costs of Issuance	0.00	19,561.06	0.00	(19,561.06)
<b>Total A &amp; E Fees</b>	0.00	19,561.06	0.00	(19,561.06)
<b>Site Improvements</b>				
<b>Total Site Improvements</b>	0.00	0.00	0.00	0.00
<b>Dwelling Structures</b>				
1460.45 - Omega Construction	0.00	577,637.00	0.00	(577,637.00)
<b>Total Dwelling Structures</b>	0.00	577,637.00	0.00	(577,637.00)
<b>Dwelling Equipment</b>				
1465.01 - Appliances	0.00	33,497.43	0.00	(33,497.43)
<b>Total Dwelling Equipment</b>	0.00	33,497.43	0.00	(33,497.43)
<b>Nondwelling Structures</b>				
<b>Total Nondwelling Structures</b>	0.00	0.00	0.00	0.00
<b>Nondwelling Equipment</b>				
<b>Total Nondwelling Equipment</b>	0.00	0.00	0.00	0.00
<b>Other</b>				
1503 - Capitalized Interest	0.00	8,477.83	0.00	(8,477.83)
<b>Total Other</b>	0.00	8,477.83	0.00	(8,477.83)
 <b>Total Capital Funds Expended</b>	 <u>\$ 0.00</u>	 <u>\$ 639,173.32</u>	 <u>\$ 0.00</u>	 <u>\$ (639,173.32)</u>
 <b>1600 - Capital Funds Advanced</b>	 <u>0.00</u>	 <u>639,173.32</u>	 <u>0.00</u>	 <u>(639,173.32)</u>
 <b>Over/(Under) Funding</b>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>

**Traverse City Housing Commission  
Housing Choice Voucher Program  
Balance Sheet  
As of December 31, 2022**

**ASSETS**

**CURRENT ASSETS**

**Cash**

1111.1 - General Fund	\$	233,319.72
1111.6 - FSS Escrow Savings		<u>52,048.77</u>

<b>Total Cash</b>	\$	285,368.49
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**Receivables**

1129.1 - Accounts Receivable-Other	\$	16,211.00
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<b>Total Receivables</b>	\$	16,211.00
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**Investments**

<b>Total Investments</b>	\$	0.00
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**Deferred Charges**

1290 - Other Deferred Charges	\$	<u>(425.00)</u>
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<b>Total Deferred Charges</b>	\$	(425.00)
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<b>TOTAL CURRENT ASSETS</b>	\$	301,154.49
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**Fixed Assets**

1400.5 - Accumulated Depreciation	\$	(6,506.46)
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1400.9 - Furn., Equip., Mach.-Admin		<u>6,562.63</u>
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<b>Total Fixed Assets</b>	\$	56.17
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<b>TOTAL ASSETS</b>	\$	<u><u>301,210.66</u></u>
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**Traverse City Housing Commission  
Housing Choice Voucher Program  
Balance Sheet  
As of December 31, 2022**

**LIABILITIES AND EQUITY**

**CURRENT LIABILITIES**

**Accounts Payable**

2111 - Vendors and Contractors	\$	1,474.94
2119.21 - Interfund Due To Low Rent		<u>26,129.58</u>

**Total Accounts Payable** \$ 27,604.52

**Accrued Liabilities**

2135 - Salaries and Wages	\$	1,008.98
2135.1 - Compensated Absences-Short Term		844.73
2135.2 - Accrued Payroll Taxes		77.19
2182 - FSS Escrow Trust		<u>34,822.06</u>

**Total Accrued Liabilities** \$ 36,752.96

**Deferred Credits**

2290 - Other Deferred Credits	\$	9,541.00
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**Total Deferred Credits** \$ 9,541.00

**Total Current Liabilities** \$ 73,898.48

**NONCURRENT LIABILITIES**

2435.1 - Compensated Absences-Long Term	\$	1,055.92
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**Total Noncurrent Liabilities** \$ 1,055.92

**TOTAL LIABILITIES** \$ 74,954.40

**NET ASSETS**

**Net Assets**

2806 - Unrestricted Net Assets	\$	235,583.04
2826 - Operating Reserve-Admin		228,995.77
2826.01 - Operating Reserve-HAP		6,585.24
2826.1 - Operating Reserve-Contra		(235,581.01)
Income and Expense Clearing		(246.03)
Income and Expense Clearing - FSS		<u>(9,080.75)</u>

**TOTAL NET ASSETS** \$ 226,256.26

**TOTAL LIABILITIES/NET ASSETS** \$ 301,210.66

**Traverse City Housing Commission  
Housing Choice Voucher Program  
Income & Expense Statement  
For the 1 Month and 6 Months Ended December 31, 2022**

	1 Month Ended	6 Months Ended		
	<u>December 31, 2022</u>	<u>December 31, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Operating Reserve Income</b>				
3390 - Fraud Recovery Income	\$ 0.00	\$ 250.00	\$ 0	\$ (250.00)
3603 - Number of Unit Months	0.00	(154.00)	0	154.00
3604 - Unit Months - Contra	<u>0.00</u>	<u>154.00</u>	<u>0</u>	<u>(154.00)</u>
<b>Total Operating Reserve Income</b>	<b>\$ 0.00</b>	<b>\$ 250.00</b>	<b>\$ 0</b>	<b>\$ (250.00)</b>
<b>Revenues - HUD PHA GRANTS</b>				
3410 - HAP Funding	\$ 99,722.00	\$ 573,430.00	\$ 1,250,000	\$ 676,570.00
3410.2 - HAP Funding-Tenant Protection	57,664.00	230,660.00	0	(230,660.00)
3411 - Admin Fee Funding	<u>9,672.00</u>	<u>59,128.00</u>	<u>90,000</u>	<u>30,872.00</u>
<b>Total HUD PHA GRANTS</b>	<b>\$ 167,058.00</b>	<b>\$ 863,218.00</b>	<b>\$ 1,340,000</b>	<b>\$ 476,782.00</b>
<b>Income Offset HUD A.C.</b>				
<b>Total Income Offset</b>	0.00	0.00	0.00	0.00
<b>Total Operating Income</b>	<b>\$ 167,058.00</b>	<b>\$ 863,468.00</b>	<b>\$ 1,340,000</b>	<b>\$ 476,532.00</b>
<b>Operating Expenses</b>				
<b>Routine Expense</b>				
<b>Administration</b>				
4110 - Administrative Salaries	\$ 4,310.56	\$ 27,704.31	\$ 0	\$ (27,704.31)
4150 - Travel Expense	57.19	360.44	0	(360.44)
4170 - Accounting Fees	684.25	4,274.25	0	(4,274.25)
4171 - Auditing	2,700.00	2,700.00	0	(2,700.00)
4182 - Employee Benefits - Admin	563.72	7,432.79	0	(7,432.79)
4185 - Telephone	95.78	755.78	0	(755.78)
4190.1 - Publications	97.55	97.55	0	(97.55)
4190.2 - Membership Dues and Fees	0.00	30.00	0	(30.00)
4190.3 - Admin. Service Contracts	75.44	4,382.19	0	(4,382.19)
4190.4 - Office Supplies	14.09	361.60	0	(361.60)
4190.5 - Other Sundry Expense	<u>1,743.50</u>	<u>5,079.74</u>	<u>0</u>	<u>(5,079.74)</u>
<b>Total Administration</b>	<b>\$ 10,342.08</b>	<b>\$ 53,178.65</b>	<b>\$ 0</b>	<b>\$ (53,178.65)</b>
<b>General Expense</b>				
4590 - Other General Expense	\$ 0.00	\$ 171.38	\$ 0	\$ (171.38)
<b>Total General Expense</b>	<b>\$ 0.00</b>	<b>\$ 171.38</b>	<b>\$ 0</b>	<b>\$ (171.38)</b>
<b>Total Routine Expense</b>	<b>\$ 10,342.08</b>	<b>\$ 53,350.03</b>	<b>\$ 0</b>	<b>\$ (53,350.03)</b>

**Traverse City Housing Commission  
Housing Choice Voucher Program  
Income & Expense Statement  
For the 1 Month and 6 Months Ended December 31, 2022**

	<u>1 Month Ended December 31, 2022</u>	<u>6 Months Ended December 31, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Housing Assistance Payments</b>				
4715.1 - HAP - Occupied Units	\$ 94,400.00	\$ 535,818.00	\$ 1,250,000	\$ 714,182.00
4715.3 - HAP - Non-Elderly Disabled	1,023.00	6,581.00	0	(6,581.00)
4715.4 - HAP - Utility Allowances	479.00	3,127.00	0	(3,127.00)
4715.5 - HAP - Fraud Recovery	0.00	(250.00)	0	250.00
4715.6 - HAP - Homeownership	1,625.00	9,557.00	0	(9,557.00)
4715.7 - HAP-Tenant Protection	59,085.00	233,735.00	0	(233,735.00)
4719 - HAP - FSS Escrow	4,465.00	21,796.00	0	(21,796.00)
<b>Total HAP Payments</b>	<b>\$ 161,077.00</b>	<b>\$ 810,364.00</b>	<b>\$ 1,250,000</b>	<b>\$ 439,636.00</b>
<b>Depreciation Expense</b>				
<b>Total Depreciation Expense</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0</b>	<b>\$ 0.00</b>
<b>Total Operating Expense</b>	<b>\$ 171,419.08</b>	<b>\$ 863,714.03</b>	<b>\$ 1,250,000</b>	<b>\$ 386,285.97</b>
<b>Capital Expenditures</b>				
<b>Total Capital Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0</b>	<b>\$ 0.00</b>
<b>GAAP Net Income (Loss)</b>	<b>\$ (4,361.08)</b>	<b>\$ (246.03)</b>	<b>\$ 90,000</b>	<b>\$ 90,246.03</b>
<i>Memo:</i>				
<i>Admin Operating Income/(Loss)</i>	<i>\$ (670.08)</i>	<i>\$ 5,777.97</i>	<i>\$ 90,000</i>	<i>\$ 84,222.03</i>
<b>Analysis of Funding</b>				
<b>A.C. Received: December 31, 2022</b>		<b>6 Months Ended December 31, 2022</b>		
3410 - HAP Funding		\$ 573,430.00		
3410.2 - HAP Funding-Tenant Protection		230,660.00		
<b>A.C. Earned</b>				
4715.1 - HAP - Occupied Units		535,818.00		
4715.3 - HAP - Non-Elderly Disabled		6,581.00		
4715.4 - HAP - Utility Allowances		3,127.00		
4715.5 - HAP - Fraud Recovery		(250.00)		
4715.6 - HAP - Homeownership		9,557.00		
4715.7 - HAP-Tenant Protection		233,735.00		
4719 - HAP - FSS Escrow		21,796.00		
<b>Total Funding Required</b>		<b>\$ 810,364.00</b>		
<b>Over/(Under) Funding</b>		<b>\$ (6,274.00)</b>		
<b>RNP as of: December 31, 2022</b>		<b>\$ 311.24</b>		
<b>UNP as of: December 31, 2022</b>		<b>\$ 225,942.99</b>		



**Traverse City Housing Commission  
Voucher FSS Program  
Income & Expense Statement  
For the 1 Month and 6 Months Ended December 31, 2022**

	1 Month Ended		6 Months Ended			
	<u>December 31, 2022</u>	<u>December 31, 2022</u>		<u>BUDGET</u>		<u>*OVER/UNDER</u>
<b>Operating Reserve Income</b>						
<b>Total Operating Reserve Income</b>	\$ 0.00	\$ 0.00	\$	0	\$	0.00
<b>Revenues - HUD PHA GRANTS</b>						
<b>Total HUD PHA GRANTS</b>	\$ 0.00	\$ 0.00	\$	0	\$	0.00
<b>Income Offset HUD A.C.</b>						
<b>Total Income Offset</b>	0.00	0.00		0.00		0.00
<b>Total Operating Income</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$</u>	<u>0</u>	<u>\$</u>	<u>0.00</u>
<b>Operating Expenses</b>						
<b>Routine Expense</b>						
<b>Administration</b>						
4110 - Administrative Salaries	\$ 1,258.78	\$ 7,866.68	\$	0	\$	(7,866.68)
4182 - Employee Benefits - Admin	<u>170.00</u>	<u>1,214.07</u>		<u>0</u>		<u>(1,214.07)</u>
<b>Total Administration</b>	<u>\$ 1,428.78</u>	<u>\$ 9,080.75</u>	<u>\$</u>	<u>0</u>	<u>\$</u>	<u>(9,080.75)</u>
<b>General Expense</b>						
<b>Total General Expense</b>	\$ 0.00	\$ 0.00	\$	0	\$	0.00
<b>Total Routine Expense</b>	\$ 1,428.78	\$ 9,080.75	\$	0	\$	(9,080.75)

**Traverse City Housing Commission  
Voucher FSS Program  
Income & Expense Statement  
For the 1 Month and 6 Months Ended December 31, 2022**

	<u>1 Month Ended December 31, 2022</u>	<u>6 Months Ended December 31, 2022</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
<b>Housing Assistance Payments</b>				
<b>Total HAP Payments</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Depreciation Expense</b>				
<b>Total Depreciation Expense</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Total Operating Expense</b>	\$ 1,428.78	\$ 9,080.75	\$ 0	\$ (9,080.75)
<b>Surplus Credits &amp; Charges</b>				
<b>Total Surplus Credits &amp; Charges</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>Capital Expenditures</b>				
<b>Total Capital Expenditures</b>	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
<b>GAAP Net Income (Loss)</b>	<u>\$ (1,428.78)</u>	<u>\$ (9,080.75)</u>	<u>\$ 0</u>	<u>\$ 9,080.75</u>



Traverse City  
Housing Commission  
*a Public Housing Authority*

## **COMMITTEE REPORTS**

Executive & Finance Committee Meeting: January 23, 2023

**DRAFT**  
**Meeting Minutes of the Traverse City Housing Commission**  
**Executive & Finance Committee**  
**January 23, 2023**

A regular monthly meeting of the Executive Committee of the Executive & Finance Committee of the Traverse City Housing Commission was called to order at the TCHC Offices 150 Pine Street, Traverse City, Michigan, by Vice President Wayne Workman at 3:00 P.M.

**ROLL CALL**

The following were present:

Commissioners – Wayne Workman, Vice President. Heather Lockwood was excused.

Staff – Tony Lentych, Executive Director.

Other – None.

**TOUR**

There was a tour of unit 1002 (finished) and the Community Room (under construction).

**CORRESPONDENCE**

An E-Mail from HUD regarding the FY 2022 Annual Audit was discussed and will be in the board packet. There was a letter from the County Prosecutor's Office that was reviewed.

**AGENDA**

The following Agenda items were discussed:

- A. The minutes of the November 28, 2022 meeting minutes were reviewed and accepted. The Agenda was reviewed and accepted with one change. A new Item B, "Investment Strategy" was added under New Business.
- B. Riverview Rehab/RAD: A construction schedule was distributed and reviewed. Nine of the 10 X-02 units are occupied and the last will be occupied by February 1, 2023. All other items are on track according to the schedule.
- C. Real Estate Updates: We are still arguing with MSHDA on design issues with Parkview. We did not receive tax credits in the October round for the BATA site. We anticipate applying again in April and/or October. We also did not receive and ARPA funds from the County. The development team met and is committed to working on the project this spring.
- D. East Bay Flats: Several possibilities for changes to this property have been recently discussed. Workman noted that this could be a "test case" for our potential collaboration with Goodwill. This will be discussed under Old Business at the next meeting.
- E. Investment Strategy: Staff reported that he had met with representatives of Independent Bank on possible strategies to invest approximately half of TCHC's savings in higher interest-bearing instruments. This will be discussed at the next meeting under New Business.

- F. MEETING AGENDA: The next regular meeting agenda for January 27, 2023 was discussed and approved.
- G. GENERAL COMMENTS: Our recent lunch with a potential volunteer for TCHC was discussed and several ideas were reviewed. Vice President Workman inquired about the possible need for a lobbyist or access to a lobbyist for our needs in Lansing.

**ADJOURNMENT**

Vice President Workman adjourned the meeting at 3:55 P.M. The next meeting will be on February 20, 2023.

Respectfully submitted,

---

Wayne Workman, Vice President

Tony Lentych, Executive Director



**Traverse City  
Housing Commission**  
*a Public Housing Authority*

## **STAFF & PROGRAM REPORTS**

Executive Director's Report: January 2023

Family Self-Sufficiency (FSS) Program Report: January 2023

Resident Council Report: January 2023

## EXECUTIVE DIRECTOR'S REPORT: January 27, 2023

This report covers the work accomplished from December 2, 2022 until January 26, 2023. Please contact me directly should you have any questions or wish to receive more information about any items highlighted in this report.

### Strategic Goal 1

**Expand affordable housing inventory and range of options.**

#### Current Properties

1. RIVERVIEW TERRACE: Six (6) units are now open. We have nine (9) of the X-02 stack filled and the last one will be filled shortly. The last five will be filled once renovations are completed in them – it easier to renovate an unoccupied apartment so these will be first in line for work.
2. ORCHARDVIEW: The property is full. We have a meeting scheduled next month to review our option for this property under RAD (Phase II of our RAD Conversion).
3. EAST BAY FLATS: This property has required a large number of calls and meetings. This project is “in transition” – our partner, MCC is wanting to utilize the “missing middle” program for this property but that would require a change to the population in the building. Goodwill Industries is interested in collaborating with TCHC to purchase and rehab the building but this is a “heavy lift” for them. In the meantime, MCC, is notifying resident who do not qualify for this program about the potential changes to the building. TCHC needs to review its options on this property.

#### Housing Choice Vouchers

1. We have 259 HCVs filled at this time. We continue to try and expand this program but we are losing clients and as quickly as we are housing them. We are planning to open the waiting list shortly.

#### Projects & Potential Projects

1. RAD/Riverview Terrace Rehab (See Memorandum): Construction is going well – No major issues. Conference calls with property management partner, KMG and with Alliant Capital. Coordinated HQS inspection on X-02 units with Cadillac Housing Commission.
2. Parkview Apartments (See Memorandum): Arguments with MSHDA are preventing a timely closing.
3. BATA (See Memorandum): Tax Credits were not awarded. Meetings with our attorneys on several side issues. Met with BATA Executive Director to share updates.

4. Women’s Resource Center/Madeline’s House: Consulting on another project for them.
5. Elk Rapids RFP: Conversations with our Development Team about our response to the Village’s RFP on surplus property. New environmental reports were recently released on the site.

<b>Strategic Goal 2</b>	<b>Create opportunities for residents to improve quality of life and achieve individual successes.</b>
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1. Resident Council – Several meetings and conversations with the RTRC leadership. Assisted with Election planning. Reviewed monthly financials. Prepared monthly report.

<b>Strategic Goal 3</b>	<b>Foster an environment of innovation and excellence.</b>
-------------------------	--

**Financial**

1. Processed TCHC Payroll.
2. Submitted monthly invoices to KMG (first with payroll support) for Riverview.
3. Meeting with Independent Bank staff to review investment options. Received \$5k grant.

**General Management**

1. Working on two projects with SafetyNet staff on IT upgrades – Phones and Servers. Participated in a quarterly review meeting with their staff.
2. Continued work on internal Policy Review continued work on our Document Retention Policy and Investment Policy.

**TCHC**

1. Attended one Regular meeting (November) and prepared for a Regular Meeting (January).
2. Prepared for and attending a Study Session (December).
3. Prepared for and attended an Executive & Finance Committee meeting.
4. Meeting with City Commissioner on Housing Issues.
5. Continued conversations with County officials regarding affordable housing.



6. Lunch with TCHC Commissioners and potential committee volunteer (someone who recently moved/retired to this area).
7. Weekly updates of TCHC Website.

**ERHC**

1. Prepared for and attended one Commission Meeting (December). There is no January Meeting on the ERHC Calendar.
2. Coordinated staff activities to implement management contract (schedules, duties, etc.).
3. Conversation with Village Manager about housing plans.
4. Attended a Housing Task Force Meeting – discussions on expanding Noble Pines property.
5. Meeting with new Village Trustee appointed to ERHC.
6. Conversations and correspondence with Village President on Village’s Housing plans.

**HUD**

1. Working with HUD Detroit staff to review our two-year planning tool on HCVs.

<b>Strategic Goal 4</b>	<b>Increase community engagement and understanding of our work.</b>
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1. Housing North: Several meetings with Executive Staff. Attended a meeting of the Board of Directors, and two (2) Executive Committee meetings. Attended a Strategic Planning Session and this required one lengthy interview with a consultant.
2. Northern Lakes CMH: Attended two (2) monthly Board of Directors Meetings – one in person and one virtually.
3. Leelanau County HAC: Attended two bi-monthly meetings – December and January.
4. Attended the Rotary Charities System Change Community of Practice meeting/event.
5. Two meetings with Blair Township (one with Staff and one with Trustees) to discuss housing and PILOTS.
6. Meeting with IFF staff to discuss potential collaborative work on a housing project they have under contract with several local educational institutions.
7. Attended the Traverse Connect Annual Gala Event.

8. Attended a lunch meeting/strategy session on Ending Chronic Homelessness with the Northwest Michigan Coalition to End Homelessness. Also met with Goodwill staff in advance of this session to provide feedback on presentation.

<b>Miscellaneous</b>	<b>Other information / On-going Issues – plus personal items.</b>
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1. Coordinating with construction crew next door on areas of overlap and concern, specifically the site work that will need to be closely coordinated.
2. Conversations with are property owners about renting property for our parking lot project.
3. Holiday/Vacation/Personal Time: Five (5) Holidays plus five (5) Vacation days.

# **FAMILY SELF-SUFFICIENCY (FSS) PROGRAM REPORT**

January 27, 2023

## **Current SEMAP Status**

SEMAP (Section 8 Management Assessment Program) reporting places the program in the “High Performer” category but SEMAP has not been reported for over two years due to the COVID-19 pandemic:

<b>Number of Mandatory Slots</b>	<b>Number of Families Enrolled</b>	<b>% of Families Enrolled</b>	<b>Number of Families with Progress Reports &amp; Escrow Balances</b>	<b>% of Families with Progress Reports &amp; Escrow Balances</b>
25	15	60%	8	53%

## **FSS Program Manager Update**

Overall, the program is demonstrating growth. We continue to recruit participants through the HCV program and through the Orchardview Townhomes intake process.

## **Status of Participants**

We are confident that we have cleaned up all the files (through “graduations”) and the current list of families all have potential to be successful in the program. We expect two new families to start earning escrow within the next two months. There should be a third family earning escrow by May 1<sup>st</sup>.

## **FSS Grant**

We finally received notification that we were awarded a grant in the latest funding round (see attached)! We have not, however, executed the grant with HUD yet. We expect to do that within the next few weeks. We will begin advertising for a new coordinator position in February – currently, it is our expectation that this person will also assist the overall HCV program since it has recently expanded.

## Tony Lentych

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**From:** Simmons, Michael T <Michael.T.Simmons@hud.gov>  
**Sent:** Friday, December 30, 2022 11:59 AM  
**To:** FSS  
**Cc:** Youmans, Tremayne E; Brown, Jayme A; Chenault, Anice S; Davis, Karla C; Amirhadji, Jason Y; Michael Simmons  
**Subject:** Congratulations FY2022 FSS Awardees!



Hello,

HUD is excited to announce that the Department has selected your agency to receive a Fiscal Year (FY) 2022 Family Self Sufficiency (FSS) grant award. [Click here to view awarded grantees and fund amounts](#). The grant term for this award will be from January 1, 2023 – December 31, 2023. **Please carefully read the details below:**

**Preparing to Accept Your Grant Award:**

HUD will issue the official **Notice of Award** (NOA) through the Grants Management Module (GMM) found within Grant Solutions (GS). GMM is a web-based system that allows authorized users to electronically sign the NOA and see the status of completed actions online over the course of the grant.

The **Authorizing Official Representative** (AOR) listed in your application will be the *only* person able to accept the NOA in GMM. **However, if your agency needs to change the AOR from the one included in your FY2022 application, please see below for the steps you must take by January 11, 2023.**

**PLEASE NOTE: The NOA has not yet been sent to you.** HUD will notify you after sending it and will provide instructions once your Authorizing Official is able to accept the award by electronically signing the NOA in GMM.

**Instructions for Making Changes to Your AOR:**

If your agency needs to change the AOR from the one included in your FY2022 FSS application, **you must email [FSS@hud.gov](mailto:FSS@hud.gov) by **January 11, 2023****. The subject line must read “Change AOR - FY22 FSS” and the body of the email must include the following information regarding the new AOR:

- AOR’s First and Last Name
- AOR’s Phone number
- AOR’s Email address
- AOR’s Position Title (i.e., Executive Director)

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For additional resources and guidance, please see the [FSS Resource Page](#).

Questions? [FSS@hud.gov](mailto:FSS@hud.gov)

[Join the FSS Mailing List](#)

[Manage your GovDelivery Preferences](#) | [Unsubscribe from All GovDelivery Messages](#)

## FY22 FSS Renewal State Report

State	Name	Renewal Positions Funded	Renewal Positions Funded
MI	Pontiac Housing Commission	\$90,000	1
MI	Michigan State Housing Development Authority	\$1,319,687	14
MI	Lansing Housing Commission	\$55,600	1
MI	Westland Housing Commission	\$39,602	1
MI	Wyoming Housing Commission	\$176,300	2
MI	Detroit Housing Commission	\$377,052	5
MI	Grand Rapids Housing Commission	\$478,324	5
MI	Traverse City Housing Commission	\$80,000	1
MI	Saginaw Housing Commission	\$81,130	2
MI	Plymouth Housing Commission	\$133,413	3
MI	Kent, County of (Inc.)	\$173,936	2
MI	Ann Arbor Housing Commission	\$232,293	2
<b>Michigan</b>		<b>\$3,237,337</b>	<b>39</b>
<b>TOTAL</b>		<b>\$109,499,266.00</b>	<b>1312</b>

# TRAVERSE CITY HOUSING COMMISSION

150 PINE STREET | TRAVERSE CITY | MICHIGAN | 49684


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## MEMORANDUM

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**DATE:** January 27, 2023  
**TO:** All Commissioners of the Traverse City Housing Commission  
**FROM:** Tony Lentych, Executive Director   
**SUBJECT:** Riverview Terrace Resident Council (RTRC) Updates

**MESSAGE:**

Attached are the monthly financial reports from RTRC for the month of November 2022. The financial reporting was completed in a timely and thorough manner – however, the December bank statement was not received via mail in time for this meeting’s packet. I reviewed all other information and no mistakes in accounting were found – all transactions were just normal purchases related to their programming.

The RTRC decided to hold elections after the New Year and immediately started that process in early January. After the deadline for nominations passed, RTRC received only one nomination per office. This negated the need for a full election. The “slate” of officers will be reviewed and accepted at the next RTRC meeting.

There were no meetings this month due to the renovation of the Community Room. There will be a Valentines/Birthday Party in mid-February.

**ATTACHMENT:** November 2022 Financial Report  
November Bank Statement  
Letter from the RTRC President

**Riverview Terrace Resident Council**  
**FY 2022-2023**

	July	Nov	Dec	Jan	Feb	March	June
<b>Restricted Balance Forward</b>	\$ 1,252.95	\$ 523.37	\$ 2,327.88	\$ 2,030.20	\$ 2,030.20	\$ 2,030.20	\$ 2,030.20
<b>Income</b>	\$ -	\$ 1,875.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenses</b>	\$ 373.96	\$ 70.49	\$ 297.68	\$ -	\$ -	\$ -	\$ -
<b>SUB TOTAL</b>	\$ 878.99	\$ 2,327.88	\$ 2,030.20	\$ 2,030.20	\$ 2,030.20	\$ 2,030.20	\$ 2,030.20
<b>Unrestricted Balance Forward</b>	\$ 3,630.12	\$ 3,454.48	\$ 3,439.35	\$ 3,145.18	\$ 3,145.18	\$ 3,145.18	\$ 3,145.18
<b>Income</b>	\$ 80.50	\$ 59.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenses</b>	\$ 133.17	\$ 74.13	\$ 294.17	\$ -	\$ -	\$ -	\$ -
<b>Savings Fund</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>SUB TOTAL</b>	\$ 3,577.45	\$ 3,439.35	\$ 3,145.18	\$ 3,145.18	\$ 3,145.18	\$ 3,145.18	\$ 3,145.18
<b>EOM TOTAL*</b>	\$ 4,456.44	\$ 5,767.23	\$ 5,175.38	\$ 5,175.38	\$ 5,175.38	\$ 5,175.38	\$ 5,175.38

\* Equals Bank Statement

*Total Savings\** = \$ 50.00

*Petty Cash* = \$ 100.00

**GRAND TOTAL = \$ 5,325.38**

*Current as of December 31, 2022*





LAKE MICHIGAN CREDIT UNION  
P.O. Box 2848  
Grand Rapids, MI 49501-2848  
RETURN SERVICE REQUESTED

**Your Statement Of Accounts**  
**12/01/2022-12/31/2022**  
**Your Account Number**  
**xxxxxx1794**  
**Page 1**

165429 1 AV 0.455 238174-165429-703



RIVERVIEW TERRACE RESIDENT COUNCIL  
150 PINE ST # MB1  
TRAVERSE CITY MI 49684-2478

Earn more with LMCU. We have solutions that will help you earn more! From our 3.00% APY\* Max Checking and CDs to our Money Market Accounts and Max Savings, you earn more when you earn with us. Put your money to work today by calling (800) 242-9790, stopping by your local branch, or visiting LMCU.org.

\*APY = Annual Percentage Yield

**Summary-Share Accounts**

ID #	Type	Beginning Balance	Ending Balance
00	MEMBER SAVINGS	\$50.00	\$50.00
01	FREE CHECKING	\$5,767.23	\$5,175.38
	<b>Total</b>		<b>\$5,225.38</b>

**MEMBER SAVINGS**

Share Account ID 00

Trans	Eff Date	Transaction	Withdrawal	Deposit	Balance
Dec 01		Beginning Balance			\$50.00
Dec 31		Ending Balance			\$50.00

**FREE CHECKING**

Share Account ID 01

Trans	Eff Date	Transaction	Withdrawal	Deposit	Balance
			<b>Total Deposits</b>		<b>\$0.00</b>
			<b>Total Withdrawals</b>		<b>\$591.85</b>
Dec 01		Beginning Balance			\$5,767.23
Dec 06	Dec 06	Withdrawal Debit Card Business Debit 24692162340102226772733 SQ *GORDON FOOD SERVICE gosq.com MI 12/06/2022	(\$92.21)		\$5,675.02
Dec 06	Dec 06	Withdrawal Debit Card Business Debit 24692162340102244006726 SQ *GORDON FOOD SERVICE gosq.com MI 12/06/2022	(\$71.01)		\$5,604.01
Dec 06	Dec 06	Withdrawal POS #234000039047 DOLLAR TREE 2550 CROSSING CIR TRAVERSE CITY MI	(\$48.65)		\$5,555.36
Dec 06	Dec 06	Withdrawal POS #234019223163 WALGREENS STORE 3900 N TRAVERSE CITY MI	(\$120.55)		\$5,434.81
Dec 07	Dec 06	Withdrawal Debit Card Business Debit 24692162340102527495752 SQ *GORDON FOOD SERVICE gosq.com MI 12/06/2022	(\$39.64)		\$5,395.17
Dec 09	Dec 09	Withdrawal Debit Card Business Debit 24431062343400919002037 ACE HDWE TRAVERSE CITY MI 12/08/2022	(\$4.75)		\$5,390.42
Dec 14	Dec 14	Withdrawal POS #234814719530 MEIJER 033 TRAVERSE CITY MI	(\$91.31)		\$5,299.11
Dec 19	Dec 19	Draft 1199 Tracer 000081266	(\$103.24)		\$5,195.87
Dec 29	Dec 29	Withdrawal Bill Payment #236323100914 SPECTRUM 855-707-7328 MO	(\$20.49)		\$5,175.38
Dec 31		Ending Balance			\$5,175.38

**Checking Account Summary**

Chk#	Date	Amount	Chk#	Date	Amount	Chk#	Date	Amount
□ 1199	Dec 19	\$103.24						
	<b>Total Checks Cleared</b>		<b>1</b>	<b>\$103.24</b>	<b>✓</b>			

The Asterisk (\*) indicates a break in check sequence.



Riverview Terrace Resident Council

January 24, 2023

Traverse City Housing Commission

Dear Commission Members,

We were able to recruit two Ukrainian ladies, Vera and Valentina to help with set-up and clean up. We served turkey, chicken, mashed potatoes, dressing, green bean casserole and a table of desserts. Each resident was given a ticket for the gift and poinsettia drawing. The next day the leftovers were heated and served for anyone who wanted them.

On February 14 we are having our meeting and Birthday party. We hope that they are done rehabbing the kitchen and Community room by then. The nominees will be sworn in by acclimation at the meeting. You'll be stuck with us for another year.

Sincerely Yours;



Betty Osborne, President, Riverview Terrace Resident Council





**Traverse City  
Housing Commission**  
*a Public Housing Authority*

## **OLD BUSINESS**

TCHC Policy Review Schedule

Memorandum on RAD Construction Progress

Memorandum on Parkview Senior Housing Apartments

Memorandum on TCHC – BATA Transit Oriented Development Update

# TCHC Policy Review Schedule

<b>POLICY</b>	<b>First Adopted</b>	<b>Previous Review(s)</b>	<b>Scheduled Review</b>	<b>Update Complete</b>
<b>TCHC By-Laws</b>	October 19, 2004	May 2021	May 2023	<b>June 24, 2022</b>
<b>ACOP (Admission &amp; Continued Occupancy Policy)</b>	May 1, 2005	July 16, 2013	NA	<b>February 9, 2018</b>
<b>ADMIN (Administrative Plan HCV)</b>	January 1, 2005	August 2019	NA	<b>June 24, 2022</b>
<b>Anti-Bullying &amp; Hostile Environment Harassment Policy</b>	August 25, 2017	Summer 2017	NA	<b>August 25, 2017</b>
<b>Asset / Physical Plant Management Addendum</b>	January 22, 2016	January 2016	NA	<b>January 22, 2016</b>
<b>Attendance Policy</b>	June 23, 2017	June 2017	NA	<b>June 23, 2017</b>
<b>Board Orientation Policy</b>	February 2013	September 2017	NA	<b>September 29, 2017</b>
<b>Camera Policy</b>	September 29, 2017	September 2017	NA	<b>September 29, 2017</b>
<b>Capitalization Policy</b>	March 18, 2003	February 20, 2006	NA	<b>March 23, 2018</b>
Certificate of Deposit Signatories Authorization Policy	Unknown	Unknown	TBD	
<b>Check Signing Policy</b>	December 2004	March 2017	NA	<b>March 24, 2017</b>
<b>Civil Rights Policy</b>	September 11, 1996	May 2021	NA	<b>June 25, 2021</b>
<b>Code of Conduct Policy</b>	September 28, 2012	January 11, 2013	NA	<b>May 25, 2018</b>
<b>Community Room Policy</b>	February 2006	March 2016	NA	<b>March 25, 2016</b>
<b>Community Service Policy</b>	July 19, 2005	July 15, 2008	NA	<b>May 25, 2018</b>
<b>Credit Card Policy</b>	October 20, 2015	October 2015	NA	<b>October 20, 2015</b>
<b>Deceased Resident Policy</b>	April 5, 1988	April 2016	NA	<b>April 22, 2016</b>
Disposition Policy	June 25, 1985	Unknown	TBD	
<b>Doubtful Account Write-Off Policy</b>	March 18, 2001	January 2017	NA	<b>January 27, 2017</b>
<b>EIV Policy</b>	April 17, 2006	June 30, 2012	NA	<b>March 23, 2018</b>
<b>eLOCCS Security Policy &amp; Procedures</b>	March 2021	March 2021	NA	<b>March 2021</b>
<b>eLOCCS Rules of Behavior</b>	March 2021	March 2021	NA	<b>March 2021</b>
<b>Emergency Closing Policy</b>	April 18, 2006	February 2016	NA	<b>February 26, 2016</b>
<b>Emergency Transfer for Victims of Domestic Violence Policy</b>	August 25, 2017	August 2017	NA	<b>August 25, 2017</b>
Equal Housing Opportunity Plan	March 8, 1990	April 19, 2011	TBD	
<b>Family Self Sufficiency Action Plan</b>	August 31, 1998	September 23, 2016	NA	<b>September 23, 2022</b>
<b>Freedom of Information Policy</b>	June 16, 2015	June 2015	NA	<b>June 16, 2015</b>
Grievance Policy	Unknown	February 19, 2013	TBD	
<b>Hazard Communication Policy</b>	February 18, 2003	July 1, 2011	March 2022	<b>Started</b>

# TCHC Policy Review Schedule

<b>POLICY</b>	<b>First Adopted</b>	<b>Previous Review(s)</b>	<b>Scheduled Review</b>	<b>Update Complete</b>
<b>Housekeeping &amp; Sanitary Standards Policy</b>	NEW	None	April 2022	<b>Started</b>
<b>Inventory Policy</b>	Unknown	August 2016	NA	<b>August 26, 2016</b>
Investment Policy	June 25, 1985	Unknown	TBD	
<b>Key (Master) Policy</b>	July 18, 2006	April 2016	NA	<b>April 22, 2016</b>
Maintenance Policy	August 15, 2006	September 28, 2012	TBD	
<b>Pet Policy</b>	April 20, 2010	June 25, 2021	NA	<b>September 23, 2022</b>
<b>Petty Cash Account Policy</b>	September 16, 2008	None	NA	<b>November 1, 2019</b>
<b>Personnel Policy / Employee Handbook</b>	Unknown	August 2017	2022	<b>August 25, 2017</b>
<b>Pest Control Policy</b>	February 18, 2003	May 1, 2008	NA	<b>November 30, 2018</b>
Procurement Policy	May 1, 1990	August 19, 2014	Fall 2021	
Public Housing Maintenance Plan	Unknown	Unknown	TBD	
Reasonable Accommodation	Unknown	April 19, 2011	TBD	
<b>Record Retention Policy</b>	Unknown	Unknown	Summer 2022	<b>Started</b>
<b>Rent Collection Policy</b>	April 5, 1988	None	NA	<b>October 27, 2017</b>
Residential Lease Agreement	Unknown	Unknown	Spring 2022	<b>Finished</b>
<b>Safety &amp; Evacuation Policy</b>	December 19, 2006	December 19, 2008	Summer 2022	<b>On-Going</b>
<b>Schedule of Excess Utility Charges Policy</b>	February 14, 1989	April 2017	NA	<b>April 28, 2017</b>
<b>Schedule of Maintenance/Repair Charges Policy</b>	April 7, 1992	July 1, 2008	NA	<b>September 24, 2021</b>
Sexual Harassment Policy	September 11, 1996	None	TBD	
<b>Smoke-Free Properties Policy</b>	December 19, 2006	February 23, 2018	NA	<b>July 24, 2020</b>
<b>Social Media Policy</b>	August 26, 2016	August 2016	NA	<b>August 26, 2016</b>
<b>Social Security Number Privacy Policy</b>	January 22, 2016	January 2016	NA	<b>January 22, 2016</b>
<b>Succession Plan</b>	May 15, 2007	July 17, 2014	NA	<b>September 27, 2019</b>
Transfer Policy	September 16, 2008	None	TBD	
<b>Travel Policy</b>	February 18, 2003	August 21, 2012	NA	<b>June 22, 2018</b>
<b>Tresspass Policy</b>	July 18, 2006	July 2008	NA	<b>May 24, 2018</b>
<b>Vehicle Policy</b>	August 2006	February 2011	NA	<b>March 23, 2018</b>
<b>COVID-19 Preparedness &amp; Response Plan</b>	NEW	None	As Needed	

# TRAVERSE CITY HOUSING COMMISSION

150 PINE STREET | TRAVERSE CITY | MICHIGAN | 49684


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## MEMORANDUM

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**DATE:** January 27, 2023  
**TO:** All Commissioners of the Traverse City Housing Commission  
**FROM:** Tony Lentych, Executive Director   
**SUBJECT:** Riverview Terrace Rehab/RAD Update

**MESSAGE:**

The X-02 stack of units were inspected in December and residents started moving in at the beginning of the year. Nine out of the 10 units are occupied! This was an important hurdle for our team because we had promised our tax credit investor that we would have 105 units occupied by the end of January. We have 106 units occupied.

As usual, we are engaged in multiple meetings every week with members of our development team, our contractor, and our architects. We are starting the process to plan for our external site work (parking lot) this spring. The logistics for this will not be easy.

First Contracting is busy working on the Community Room and installing the wiring for the network of cameras. Work in each of the units will begin during the middle of next month. Windows are ordered and we will begin replacing those as soon as they arrive.

**ATTACHMENTS:** Notice to Residents  
Construction Schedule as of late January (subject to change)

# **NOTICE**

## **1. Fire Alarm Conduit Work**

Please be advised that team members from our construction partner, **First Contracting, Inc.** will be entering **ALL apartments** to install conduit on the ceiling for the fire alarms [fire alarms are to be installed at a later date]. There will be some drilling near your hallway door. This is a change from the original project schedule because this work has the potential to conflict with the work on the floors during the major rehab work in your apartment.

This work will start on the following day:

**WEDNESDAY, JANUARY 18, 2023**

(starting on the 10<sup>th</sup> floor and then working down the building)

We will begin entering units at **8:30 A.M.** You need not be present for this event – the First Contracting Team will move any furniture items in their way and then return them to the general location once the work is complete.

## **2. Community/TV Room**

The Community and TV Rooms will soon be unavailable for everyday use. We plan to upgrade those areas this month but we will also be using the rooms as a “day use” room when First Contracting starts the rehab work in your apartment. We will be removing some furniture prior to this work as we anticipate the new furnishings arriving at a later date.

Please contact the office should you have any concerns or questions:

**231-922-4915, Ext. 204**

ID	Task Name	Duration	Start	Finish	Notes	2023																	
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct		
1	<b>Riverview Terrace</b>	<b>305 days</b>	<b>Mon 8/1/22</b>	<b>Fri 9/29/23</b>		[Gantt bar from Aug 2022 to Sep 2023]																	
2	Mobilize	5 days	Mon 8/1/22	Fri 8/5/22		[Gantt bar in Aug 2022]																	
3	Submittals	15 days	Mon 8/1/22	Fri 8/19/22		[Gantt bar in Aug 2022]																	
4	Order Materials	10 days	Mon 8/15/22	Fri 8/26/22		[Gantt bar in Aug 2022]																	
5	Material Lead Times	80 days	Mon 8/29/22	Fri 12/16/22		[Gantt bar from Aug 2022 to Dec 2022]																	
6	<b>Site Work &amp; Exterior Building</b>	<b>100 days</b>	<b>Mon 5/1/23</b>	<b>Fri 9/15/23</b>		[Gantt bar from May 2023 to Sep 2023]																	
7	Roads, Walks, Accessibility	100 days	Mon 5/1/23	Fri 9/15/23	Molon	[Gantt bar from May 2023 to Sep 2023]																	
8	Landscaping	30 days	Mon 8/7/23	Fri 9/15/23	Molon	[Gantt bar in Aug 2023]																	
9	<b>General/ Building</b>	<b>229 days</b>	<b>Tue 9/6/22</b>	<b>Fri 7/21/23</b>		[Gantt bar from Sep 2022 to Jul 2023]																	
10	Passenger Elevator	40 days	Mon 4/3/23	Fri 5/26/23	ESI	[Gantt bar in Apr 2023]																	
11	Freight Elevator	40 days	Mon 5/29/23	Fri 7/21/23	ESI	[Gantt bar in Jun 2023]																	
12	Fire Alarm	205 days	Mon 9/19/22	Fri 6/30/23	FCI	[Gantt bar from Sep 2022 to Jun 2023]																	
13	Trash Compactor	10 days	Wed 3/8/23	Tue 3/21/23	GTS	[Gantt bar in Mar 2023]																	
14	<b>Fire Pump (TBD)</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>		[Gantt bar in Sep 2022]																	
15	Pump Delivery	TBD	TBD	TBD	JEG	[Gantt bar in Sep 2022]																	
16	Install New Pump	TBD	TBD	TBD	JEG	[Gantt bar in Sep 2022]																	
17	<b>Common Areas</b>	<b>214 days</b>	<b>Tue 9/6/22</b>	<b>Fri 6/30/23</b>		[Gantt bar from Sep 2022 to Jun 2023]																	
18	<b>Ground Floor Corridors, Lobby, Exercise Rm, Maintenance Rm, &amp; Crawl Space Vapor Mitigation Work</b>	<b>92 days</b>	<b>Tue 9/6/22</b>	<b>Wed 1/11/23</b>		[Gantt bar from Sep 2022 to Jan 2023]																	
37	<b>Community Room, Community Kitchen, &amp; Public Restrooms</b>	<b>95 days</b>	<b>Mon 1/16/23</b>	<b>Fri 5/26/23</b>		[Gantt bar from Jan 2023 to May 2023]																	
38	Reconfigure Restrooms & Install Doors	5 days	Mon 1/16/23	Fri 1/20/23	FCI	[Gantt bar in Jan 2023]																	
39	Demo/ Install Kitchen, Electrical & Paint	20 days	Mon 1/16/23	Fri 2/10/23	FCI, SPP	[Gantt bar in Jan 2023]																	
40	<b>NO WORK DURING UNIT RENOVATIONS</b>	<b>65 days</b>	<b>Mon 2/13/23</b>	<b>Fri 5/12/23</b>		[Gantt bar from Feb 2023 to May 2023]																	
41	ACT, Sprinkler Heads, PTAC's, Replace Toilets, HVAC, and Lighting	5 days	Mon 5/15/23	Fri 5/19/23	FCI, ABS, SPP, JEG	[Gantt bar in May 2023]																	
42	Flooring	5 days	Mon 5/22/23	Fri 5/26/23	Karen's	[Gantt bar in May 2023]																	
43	<b>Exercise Room &amp; Vestibule</b>	<b>25 days</b>	<b>Mon 1/9/23</b>	<b>Fri 2/10/23</b>		[Gantt bar from Jan 2023 to Feb 2023]																	
44	Infill CMU Wall & Install Interior Doors	3 days	Mon 1/9/23	Wed 1/11/23	WM	[Gantt bar in Jan 2023]																	
45	Storefront Door	2 days	Thu 1/12/23	Fri 1/13/23	NMG	[Gantt bar in Jan 2023]																	
46	Drywall & Paint	5 days	Mon 1/16/23	Fri 1/20/23	FCI	[Gantt bar in Jan 2023]																	
47	Abatement	1 day	Fri 1/27/23	Fri 1/27/23	M3	[Gantt bar in Jan 2023]																	
48	ACT & Lighting	4 days	Mon 1/30/23	Thu 2/2/23	FCI, ABS, SPP	[Gantt bar in Jan 2023]																	
49	Flooring & Sprinkler Heads	2 days	Wed 2/8/23	Thu 2/9/23	Karen's, JEG	[Gantt bar in Feb 2023]																	
50	Final Clean & Turn Over	2 days	Thu 2/9/23	Fri 2/10/23		[Gantt bar in Feb 2023]																	
51	<b>Elevator Lobbies &amp; Corridors 1-10</b>	<b>55 days</b>	<b>Mon 4/17/23</b>	<b>Fri 6/30/23</b>		[Gantt bar from Apr 2023 to Jun 2023]																	
62	<b>Barrier Free Apartments (02 Stack)</b>	<b>110 days</b>	<b>Mon 8/1/22</b>	<b>Fri 12/30/22</b>		[Gantt bar from Aug 2022 to Dec 2022]																	
81	<b>Typical Unit Renovations</b>	<b>175 days</b>	<b>Mon 10/24/22</b>	<b>Fri 6/23/23</b>		[Gantt bar from Oct 2022 to Jun 2023]																	

Project: Riverview Terrace  
Date: Tue 1/24/23

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			



ID	Task Name	Duration	Start	Finish	Notes	2023																
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	
82	<b>Phase 1 - Appliances</b>	57 days	Mon 10/24/22	Tue 1/10/23																		
93	<b>Phase 2 - Closet Shelving &amp; Paint/ Bedroom, Bathroom &amp; Entry Closet Door Hardware &amp; Smoke Detection</b>	55 days	Mon 11/7/22	Fri 1/20/23																		
125	<b>Phase 3 - Abatement/ Kitchens/ Water Heaters/ Lighting/ Bifolds/ Flooring/ Paint</b>	77 days	Thu 1/26/23	Fri 5/12/23																		
126	<b>TEST UNITS 510 &amp; 108 (Type A)</b>	12 days	Thu 1/26/23	Fri 2/10/23																		
127	Abatement	2 days	Thu 1/26/23	Fri 1/27/23	M3																	
128	Kitchen, Paint, & Water Heater	4 days	Mon 1/30/23	Thu 2/2/23	FCI, SPP																	
129	Flooring	2 days	Mon 2/6/23	Tue 2/7/23	Karen's																	
130	Bifolds & Finishes	3 days	Tue 2/7/23	Thu 2/9/23	FCI, SPP																	
131	Turn Over	1 day	Fri 2/10/23	Fri 2/10/23	FCI																	
132	<b>TEST UNIT 203 (Type B)</b>	18 days	Thu 1/26/23	Mon 2/20/23																		
133	Abatement	2 days	Thu 1/26/23	Fri 1/27/23	M3																	
134	Flooring	1 day	Tue 2/7/23	Tue 2/7/23	FCI, Karen's, SPP																	
135	Kitchen, Paint, Bifolds & Water Heater	3 days	Wed 2/15/23	Fri 2/17/23	FCI, SPP																	
136	Turn Over	1 day	Mon 2/20/23	Mon 2/20/23																		
137	<b>1001 &amp; 1004</b>	3 days	Mon 2/13/23	Wed 2/15/23																		
138	Abatement	1 day	Mon 2/13/23	Mon 2/13/23	M3, FCI, SPP																	
139	Kitchens, Paint, & Water Heaters	1 day	Tue 2/14/23	Tue 2/14/23	FCI, SPP																	
140	Flooring & Bifolds	1 day	Wed 2/15/23	Wed 2/15/23	FCI, Karen's, SPP																	
141	<b>1005 &amp; 1006</b>	3 days	Tue 2/14/23	Thu 2/16/23																		
142	Abatement	1 day	Tue 2/14/23	Tue 2/14/23	M3, FCI, SPP																	
143	Kitchens, Paint, & Water Heaters	1 day	Wed 2/15/23	Wed 2/15/23	FCI, SPP																	
144	Flooring & Bifolds	1 day	Thu 2/16/23	Thu 2/16/23	FCI, Karen's, SPP																	
145	<b>1007 &amp; 1008</b>	4 days	Wed 2/15/23	Mon 2/20/23																		
146	Abatement	1 day	Wed 2/15/23	Wed 2/15/23	M3, FCI, SPP																	
147	Kitchens, Paint, & Water Heaters	1 day	Thu 2/16/23	Thu 2/16/23	FCI, SPP																	
148	No Work	1 day	Fri 2/17/23	Fri 2/17/23	catch up day																	
149	Flooring & Bifolds	1 day	Mon 2/20/23	Mon 2/20/23	FCI, Karen's, SPP																	
150	<b>1010 &amp; 1011</b>	4 days	Thu 2/16/23	Tue 2/21/23																		
151	Abatement	1 day	Thu 2/16/23	Thu 2/16/23	M3, FCI, SPP																	
152	Kitchens, Paint, & Water Heaters	2 days	Fri 2/17/23	Mon 2/20/23	FCI, SPP																	
153	No Work	1 day	Mon 2/20/23	Mon 2/20/23	catch up day																	
154	Flooring & Bifolds	1 day	Tue 2/21/23	Tue 2/21/23	FCI, Karen's, SPP																	
155	<b>1012 &amp; 1013</b>	3 days	Mon 2/20/23	Wed 2/22/23																		
156	Abatement	1 day	Mon 2/20/23	Mon 2/20/23	M3, FCI, SPP																	
157	Kitchens, Paint, & Water Heaters	1 day	Tue 2/21/23	Tue 2/21/23	FCI, SPP																	
158	Flooring & Bifolds	1 day	Wed 2/22/23	Wed 2/22/23	FCI, Karen's, SPP																	

Project: Riverview Terrace  
Date: Tue 1/24/23

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			

ID	Task Name	Duration	Start	Finish	Notes	2023														
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
159	<b>1003 &amp; 1009</b>	<b>3 days</b>	<b>Tue 2/21/23</b>	<b>Thu 2/23/23</b>																
160	Abatement	1 day	Tue 2/21/23	Tue 2/21/23	M3, FCI, SPP															
161	Kitchens, Paint, & Water Heaters	1 day	Wed 2/22/23	Wed 2/22/23	FCI, SPP															
162	Flooring & Bifolds	1 day	Thu 2/23/23	Thu 2/23/23	FCI, Karen's, SPP															
163	<b>901 &amp; 904</b>	<b>4 days</b>	<b>Wed 2/22/23</b>	<b>Mon 2/27/23</b>																
164	Abatement	1 day	Wed 2/22/23	Wed 2/22/23	M3, FCI, SPP															
165	Kitchens, Paint, & Water Heaters	1 day	Thu 2/23/23	Thu 2/23/23	FCI, SPP															
166	No Work	1 day	Fri 2/24/23	Fri 2/24/23	catch up day															
167	Flooring & Bifolds	1 day	Mon 2/27/23	Mon 2/27/23	FCI, Karen's, SPP															
168	<b>905 &amp; 906</b>	<b>4 days</b>	<b>Thu 2/23/23</b>	<b>Tue 2/28/23</b>																
169	Abatement	1 day	Thu 2/23/23	Thu 2/23/23	M3, FCI, SPP															
170	Kitchens, Paint, & Water Heaters	1 day	Fri 2/24/23	Fri 2/24/23	FCI, SPP															
171	No Work	1 day	Mon 2/27/23	Mon 2/27/23	catch up day															
172	Flooring & Bifolds	1 day	Tue 2/28/23	Tue 2/28/23	FCI, Karen's, SPP															
173	907 & 908	3 days	Mon 2/27/23	Wed 3/1/23																
174	910 & 911	3 days	Tue 2/28/23	Thu 3/2/23																
175	912 & 913	3 days	Wed 3/1/23	Fri 3/3/23																
176	903 & 909	3 days	Thu 3/2/23	Mon 3/6/23																
177	801 & 804	3 days	Mon 3/6/23	Wed 3/8/23																
178	805 & 806	3 days	Tue 3/7/23	Thu 3/9/23																
179	807 & 808	3 days	Wed 3/8/23	Fri 3/10/23																
180	810 & 811	3 days	Thu 3/9/23	Mon 3/13/23																
181	812 & 813	3 days	Mon 3/13/23	Wed 3/15/23																
182	803 & 809	3 days	Tue 3/14/23	Thu 3/16/23																
183	701 & 704	3 days	Wed 3/15/23	Fri 3/17/23																
184	705 & 706	3 days	Thu 3/16/23	Mon 3/20/23																
185	707 & 708	3 days	Mon 3/20/23	Wed 3/22/23																
186	710 & 711	3 days	Tue 3/21/23	Thu 3/23/23																
187	712 & 713	3 days	Wed 3/22/23	Fri 3/24/23																
188	703 & 709	3 days	Thu 3/23/23	Mon 3/27/23																
189	601 & 604	3 days	Mon 3/27/23	Wed 3/29/23																
190	605 & 606	3 days	Tue 3/28/23	Thu 3/30/23																
191	607 & 608	3 days	Wed 3/29/23	Fri 3/31/23																
192	610 & 611	3 days	Thu 3/30/23	Mon 4/3/23																
193	612 & 613	3 days	Mon 4/3/23	Wed 4/5/23																
194	501 & 504	3 days	Tue 4/4/23	Thu 4/6/23																
195	505 & 506	3 days	Wed 4/5/23	Fri 4/7/23																
196	507 & 508	3 days	Thu 4/6/23	Mon 4/10/23																

Project: Riverview Terrace  
Date: Tue 1/24/23

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
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Summary		Inactive Summary		Manual Summary		External Milestone			

ID	Task Name	Duration	Start	Finish	Notes	2023															
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
197	510 & 511	3 days	Mon 4/10/23	Wed 4/12/23																	
198	512 & 513	4 days	Tue 4/11/23	Fri 4/14/23																	
199	503 & 509	4 days	Wed 4/12/23	Mon 4/17/23																	
200	401 & 404	3 days	Thu 4/13/23	Mon 4/17/23																	
201	405 & 406	3 days	Mon 4/17/23	Wed 4/19/23																	
202	407 & 408	3 days	Tue 4/18/23	Thu 4/20/23																	
203	410 & 411	3 days	Wed 4/19/23	Fri 4/21/23																	
204	412 & 413	3 days	Thu 4/20/23	Mon 4/24/23																	
205	403 & 409	3 days	Mon 4/24/23	Wed 4/26/23																	
206	301 & 303	3 days	Tue 4/25/23	Thu 4/27/23																	
207	304 & 305	3 days	Wed 4/26/23	Fri 4/28/23																	
208	306 & 307	3 days	Thu 4/27/23	Mon 5/1/23																	
209	308 & 201	3 days	Mon 5/1/23	Wed 5/3/23																	
210	203 & 204	3 days	Tue 5/2/23	Thu 5/4/23																	
211	205 & 206	3 days	Wed 5/3/23	Fri 5/5/23																	
212	207 & 208	3 days	Thu 5/4/23	Mon 5/8/23																	
213	101 & 103	3 days	Mon 5/8/23	Wed 5/10/23																	
214	104 & 105	3 days	Tue 5/9/23	Thu 5/11/23																	
215	106 & 107	3 days	Wed 5/10/23	Fri 5/12/23																	
216	<b>Phase 4 - Windows/ Blinds (ALL UNITS)</b>	<b>50 days</b>	<b>Mon 4/17/23</b>	<b>Fri 6/23/23</b>																	
217	10th	4 days	Mon 4/17/23	Thu 4/20/23																	
218	9th	4 days	Mon 4/24/23	Thu 4/27/23																	
219	8th	4 days	Mon 5/1/23	Thu 5/4/23																	
220	7th	4 days	Mon 5/8/23	Thu 5/11/23																	
221	6th	4 days	Mon 5/15/23	Thu 5/18/23																	
222	5th	4 days	Mon 5/22/23	Thu 5/25/23																	
223	4th	4 days	Mon 5/29/23	Thu 6/1/23																	
224	3rd	4 days	Mon 6/5/23	Thu 6/8/23																	
225	2nd	4 days	Mon 6/12/23	Thu 6/15/23																	
226	1st	4 days	Mon 6/19/23	Thu 6/22/23																	
227	<b>Substantial Completion</b>	<b>0 days</b>	<b>Fri 9/29/23</b>	<b>Fri 9/29/23</b>																	<b>9/29</b>

Project: Riverview Terrace  
Date: Tue 1/24/23

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			

# TRAVERSE CITY HOUSING COMMISSION

150 PINE STREET | TRAVERSE CITY | MICHIGAN | 49684

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## MEMORANDUM

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**DATE:** January 27, 2023

**TO:** All Commissioners of the Traverse City Housing Commission

**FROM:** Tony Lentych, Executive Director 

**SUBJECT:** Eight Street/Parkview Senior Housing Update

**MESSAGE:**

This project is still on hold due to two design issues – balconies and parking. MSHDA has denied our request for waivers and we are in process of appealing that decision. We cannot proceed to a closing date because we do not know the final number of units that we can build on the site should MSHDA hold firm on this decision. More parking equals fewer units.

Additionally, the time we have wasted on this issue is causing us to re-evaluate all of our cost estimates. As we all know, costs are only going up on building materials so we are anxious to get this project to the starting line.

This would be our second property on 8<sup>th</sup> Street that we have developed. This first one, East Bay Flats, is under consideration to be rehabbed. Goodwill Industries is interested in purchasing this property and partnering with TCHC to do the rehab. After the discussions at our Study Session, we should consider this an opportunity to test our abilities to work together on projects like this.

**ATTACHMENTS:** FHLBI Contingency Letter

Thursday, December 1, 2022

Mr. Anthony Lentych  
Traverse City Housing Commission  
150 Pine Street  
Traverse City, MI 49684



### ***AHP Award Contingencies / Conditions***

**Project #:** 2022A0606 Parkview  
**Project Name:** Apartments  
**Subsidy Requested:** \$300,000

The above referenced award is subject to receipt and satisfactory review of the following contingencies and/conditions. This information must be provided by the date(s) indicated. If a specific date is not identified the contingency and/or condition must be resolved by the completion of the project. Failure to meet one or more contingencies and/or conditions may result in the decommitment of all or part of the subsidy awarded.

### ***Award Contingencies***

- Per FHLBI policy, AHP subsidy may not be drawn prior to achievement of 20% construction completion as noted per the contractor's sward statement; and evidence of immediate or short-term financing (construction loan, bridge loan or line of credit) has been drawn.
  
- AHP Sponsor Loan - AHP may be loaned to the project. The interest rate on the note may not exceed the applicable AFR at the time of application. Interest may accrue during the 15-year retention period, but any principal and/or interest paid during that time must be paid back to the FHLBI.

If you have any questions regarding what is needed please contact Mike Recker, AHP Portfolio Manager at 317-465-0362 or mrecker@fhlbi.com

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Recker'. The signature is fluid and cursive, written over a faint horizontal line.

Mike Recker  
AVP, AHP Portfolio Manager

cc: Mr. Jason Blain, Independent Bank

# TRAVERSE CITY HOUSING COMMISSION

150 PINE STREET | TRAVERSE CITY | MICHIGAN | 49684


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## MEMORANDUM

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**DATE:** January 27, 2023  
**TO:** All Commissioners of the Traverse City Housing Commission  
**FROM:** Tony Lentych, Executive Director   
**SUBJECT:** TCHC-BATA Transit Oriented Development Update

**MESSAGE:**

Earlier this month, we were notified that we were not awarded 9% tax credits from MSHDA. While this was disappointing, we are now working on an application for the next round in April. This includes a February 1 submission on the 4% side of the project. Remember that we still have the ability to begin building at least on building with the \$6 million award from the State of Michigan – essentially, we have our own “gap financing” for a stand-alone 4% tax credit application. We have chosen to put that on the back burner in hopes of building two buildings at the same time. It is our plan for two buildings to be built in Phase I with 118 total units.

We also heard from Grand Traverse County on their final allocations for ARPA Funding. We were not successful but other housing developers did receive some funding. It is unclear as to what parts of our application were deemed unsatisfactory. Without this infrastructure support from the County, it will be difficult to provide Habitat for Humanity any land without a share of the infrastructure costs included in the “price” of the land. It is our goal to transfer land to them in some “discounted” way.

I have had a number of meetings and calls with our development team on this project during this month. I have also had several meetings with our attorneys on this project concerning some items on our PUD that need to be addressed in a timely manner.

**ATTACHMENTS:** Kuhn Rogers Declaration Document

# KR | KUHN ROGERS

January 16, 2023

**VIA EMAIL** [tlentych@tchousing.org](mailto:tlentych@tchousing.org)

Tony Lentych  
Traverse City Housing Commission  
150 Pine Street  
Traverse City, MI 49684

Re: TCHC/Habitat for Humanity

Dear Tony:

Enclosed please find a copy of the signed conflict waiver which I finally received from the Habitat for Humanity folks. This obviously needs your signature, as well. Please counter-execute and return to me so that I can distribute fully executed copies to everyone.

On a related matter, I have not heard from you in quite some time about the status of the project or what you may need from us. When you have a moment, if you could bring me up to speed, I would greatly appreciate it. Accordingly, I look forward to hearing from you.

Sincerely,

KUHN ROGERS PLC



Joseph E. Quandt  
(231) 947-7901 ext. 115  
[jeq@kuhnrogers.com](mailto:jeq@kuhnrogers.com)

JEQ:shp  
enclosure



November 2, 2022

**VIA EMAIL [tlentych@tchousing.org](mailto:tlentych@tchousing.org)**  
Tony Lentych  
Traverse City Housing Commission  
150 Pine Street  
Traverse City, MI 49684

**VIA EMAIL [wendyi@habitatgr.org](mailto:wendyi@habitatgr.org)**  
Wendy Irvin  
Habitat for Humanity – G.T. Region  
P.O. Box 5412  
Traverse City, MI 49696-5412

Re: Traverse City Housing Commission/Habitat for Humanity

Dear Mr. Lentych and Ms. Irvin:

As you are both aware, we have represented the Traverse City Housing Commission (“TCHC”) on general matters for quite some time. We have also represented Habitat for Humanity (“HH”) on specifically directed matters during that same time period. Our engagement with TCHC has included efforts in acquiring and development facilitation on the TCHC property located on LaFranier Road in Garfield Township, Michigan. It is our understanding that HH is to acquire an interest in the TCHC property in order to facilitate a portion of the development.

As you may or may not know, the Michigan Rules of Professional Conduct for attorneys requires that any time the representation of one client may be potentially adverse to another client, the representation can only be pursued if both parties consent in writing to the representation after full disclosure of the potential conflict.

This letter acknowledges that we have disclosed to both of you the scope of our firm’s representation of both TCHC and HH. It is our understanding that both parties will request us to draft documents necessary to provide for the transfer and control of a portion of the TCHC property to HH. While we will draft the real estate documentation necessary to facilitate both parties’ objectives, it is important to understand that we will not provide advice to either party with respect to any other matter outside of the mutual objectives that will be jointly communicated to us. If, at any point, the parties express a desire to seek an objective or result which we understand to be adverse to the other party, we will, at that time, have to withdraw from the representation of both parties with respect to the adverse matter and you will need to obtain separate counsel to complete any further work necessary to advance your objectives.

If you are both in agreement, please indicate your acceptance by executing this conflict disclosure and waiver below. You should feel free to have this conflict disclosure and waiver reviewed by separate counsel to provide any further advice with respect to these matters.

We greatly appreciate the opportunity to represent both of your exceptional institutions and we look forward to assisting in a mutually beneficial transaction. Should you have further questions or comments, please feel free to contact me.



Sincerely,

KUHN ROGERS PLC



Joseph E. Quandt  
(231) 947-7901 ext. 115  
jeq@kuhnrogers.com


JEQ:shp

ACCEPTANCE OF CONFLICT DISCLOSURE AND WAIVER:

Traverse City Housing Commission

Habitat for Humanity

By:   
Tony Lentych  
Its: EXECUTIVE DIRECTOR

By:   
Wendy Irvin  
Its: Chief Executive Officer



Traverse City  
Housing Commission  
*a Public Housing Authority*

## **NEW BUSINESS**

Resolution on Adoption of Utility Allowances

Memorandum on Replacement of Vending Machine

Memorandum on Investment Strategy of Surplus Funds

# TRAVERSE CITY HOUSING COMMISSION

150 PINE STREET | TRAVERSE CITY | MICHIGAN | 49684


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## MEMORANDUM

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**DATE:** January 27, 2023  
**TO:** All Commissioners of the Traverse City Housing Commission  
**FROM:** Tony Lentych, Executive Director   
**SUBJECT:** Resolution on Utility Allowances for HCV Program

**MESSAGE:**

Attached you will find the utility allowance schedule for our entire Housing Choice Voucher (HCV) Program footprint. HUD requires that we review the utility allowances for our HCV Program on an annual basis and we are required to change the allowance for a utility category if there has been a change of 10% or more in the utility rate since the last revision.

The firm that compiles the information for us, Nelrod Company, completed its review of all the propane, gas, electric, water, and refuse costs in several communities in November/December and found significant increases in most utility costs in nearly every community. Staff and the Executive Committee has reviewed this schedule and recommends its adoption.

TCHC staff, therefore, recommends adoption of the following:

**RESOLUTION TO ADOPT NEW STANDARDS FOR UTILITY ALLOWANCES**

January 27, 2023

WHEREAS, the U. S. Department of Housing and Urban Development (HUD) requires all local housing authorities including the Traverse City Housing Commission (TCHC) to review utility costs for the Housing Choice Voucher program; and

WHEREAS, TCHC contracted with Nelrod Company to research utility costs in communities that we serve and to publish a utility allowance schedule that notifies the TCHC of all changes that exceed a 10% threshold from previous schedules; and

WHEREAS, the TCHC concurs in the recommendation of the Executive Committee and staff.

NOW, THEREFORE, BE IT RESOLVED by the Traverse City Housing Commission as follows:

*The Traverse City Housing Commission Board adopts the Fiscal Year 2023 Utility Allowance Schedule for the Housing Choice Voucher Program starting March 1, 2023.*

**ATTACHMENTS:** Nelrod Report on Utility Allowances

# Utility Allowance Schedule

U.S. Department of Housing and Urban  
Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Apartment (5 or More Units)**

**Traverse City Housing Commission, MI**

Utility or Service: **Traverse City**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$30.00	\$35.00	\$41.00	\$47.00	\$53.00	\$60.00
b. Bottle Gas/Propane	\$80.00	\$92.00	\$110.00	\$125.00	\$142.00	\$157.00
c. Electric ( <b>Consumers</b> )	\$35.00	\$41.00	\$57.00	\$72.00	\$87.00	\$102.00
d. Electric ( <b>Traverse</b> )	\$19.00	\$22.00	\$30.00	\$38.00	\$46.00	\$56.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$31.00	\$37.00	\$43.00	\$49.00	\$54.00	\$60.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$17.00	\$19.00	\$23.00	\$26.00	\$29.00	\$32.00
g. Oil	\$129.00	\$150.00	\$176.00	\$202.00	\$233.00	\$258.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$84.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$14.00	\$17.00	\$23.00	\$30.00	\$36.00	\$43.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$7.00	\$9.00	\$10.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$3.00	\$4.00	\$5.00

## Water Heating

a. Natural Gas	\$7.00	\$8.00	\$12.00	\$16.00	\$21.00	\$24.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$32.00	\$42.00	\$55.00	\$62.00
c. Electric ( <b>Consumers</b> )	\$20.00	\$24.00	\$30.00	\$37.00	\$43.00	\$50.00
d. Electric ( <b>Traverse</b> )	\$10.00	\$12.00	\$15.00	\$19.00	\$22.00	\$25.00
e. Oil	\$31.00	\$36.00	\$52.00	\$72.00	\$88.00	\$103.00

## Water, Sewer, Trash Collection

Water ( <b>Traverse City</b> )	\$16.00	\$16.00	\$18.00	\$22.00	\$26.00	\$30.00
Sewer ( <b>Traverse City</b> )	\$47.00	\$47.00	\$52.00	\$63.00	\$74.00	\$84.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

See Public Reporting and Instructions on back.  
The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and Urban  
Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

Date (mm/dd/yyyy):						
Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Row House/Townhouse/Semi-Detached/Duplex</b>				
Utility or Service: <b>Traverse City</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$37.00	\$44.00	\$51.00	\$59.00	\$66.00	\$73.00
b. Bottle Gas/Propane	\$97.00	\$117.00	\$137.00	\$155.00	\$175.00	\$195.00
c. Electric ( <b>Consumers</b> )	\$51.00	\$60.00	\$78.00	\$97.00	\$116.00	\$135.00
d. Electric ( <b>Traverse</b> )	\$27.00	\$32.00	\$42.00	\$52.00	\$64.00	\$75.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	\$38.00
g. Oil	\$160.00	\$191.00	\$222.00	\$253.00	\$284.00	\$315.00
<b>Cooking</b>						
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$35.00	\$42.00	\$58.00	\$74.00	\$90.00	\$107.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$18.00	\$21.00	\$29.00	\$37.00	\$46.00	\$55.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$7.00	\$10.00	\$12.00	\$15.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$4.00	\$6.00	\$7.00
<b>Water Heating</b>						
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00
<b>Water, Sewer, Trash Collection</b>						
Water ( <b>Traverse City</b> )	\$16.00	\$16.00	\$18.00	\$22.00	\$26.00	\$30.00
Sewer ( <b>Traverse City</b> )	\$47.00	\$47.00	\$52.00	\$63.00	\$74.00	\$84.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Actual Family Allowances</b>						
To be used by the family to compute allowance. Complete below for the actual unit rented			Utility or Service		per month cost	
			Heating		\$	
Name of Family			Cooking		\$	
			Other Electric		\$	
Address of Unit			Air Conditioning		\$	
			Water Heating		\$	
Number of Bedrooms			Water		\$	
			Sewer		\$	
			Trash Collection		\$	
			Range / Microwave		\$	
			Refrigerator		\$	
			Other		\$	
Number of Bedrooms			Other		\$	
			Total		\$	



# Utility Allowance Schedule

See Public Reporting and Instructions on back.  
The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and Urban  
Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

Date (mm/dd/yyyy):						
Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Detached House</b>				
Utility or Service: <b>Traverse City</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$42.00	\$50.00	\$59.00	\$68.00	\$76.00	\$85.00
b. Bottle Gas/Propane	\$112.00	\$132.00	\$155.00	\$180.00	\$202.00	\$227.00
c. Electric ( <b>Consumers</b> )	\$84.00	\$99.00	\$116.00	\$133.00	\$150.00	\$168.00
d. Electric ( <b>Traverse</b> )	\$45.00	\$53.00	\$64.00	\$74.00	\$84.00	\$95.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$44.00	\$52.00	\$62.00	\$70.00	\$77.00	\$85.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$24.00	\$28.00	\$33.00	\$37.00	\$41.00	\$45.00
g. Oil	\$181.00	\$217.00	\$253.00	\$289.00	\$331.00	\$367.00
<b>Cooking</b>						
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	\$124.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	\$65.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$3.00	\$7.00	\$11.00	\$15.00	\$18.00
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$1.00	\$3.00	\$5.00	\$7.00	\$8.00
<b>Water Heating</b>						
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00
<b>Water, Sewer, Trash Collection</b>						
Water ( <b>Traverse City</b> )	\$16.00	\$16.00	\$18.00	\$22.00	\$26.00	\$30.00
Sewer ( <b>Traverse City</b> )	\$47.00	\$47.00	\$52.00	\$63.00	\$74.00	\$84.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Actual Family Allowances</b>						
To be used by the family to compute allowance. Complete below for the actual unit rented.			Utility or Service		per month cost	
			Heating		\$	
Name of Family			Cooking		\$	
			Other Electric		\$	
Address of Unit			Air Conditioning		\$	
			Water Heating		\$	
Number of Bedrooms			Water		\$	
			Sewer		\$	
			Trash Collection		\$	
			Range / Microwave		\$	
			Refrigerator		\$	
			Other		\$	
Number of Bedrooms			Other		\$	
			Total		\$	



# Utility Allowance Schedule

See Public Reporting and Instructions on back.  
The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and Urban  
Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

Date (mm/dd/yyyy):						
Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Mobile Home</b>				
Utility or Service: <b>Traverse City</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$36.00	\$42.00	\$50.00	\$58.00	\$65.00	
b. Bottle Gas/Propane	\$95.00	\$112.00	\$132.00	\$152.00	\$172.00	
c. Electric ( <b>Consumers</b> )	\$88.00	\$103.00	\$106.00	\$110.00	\$113.00	
d. Electric ( <b>Traverse</b> )	\$47.00	\$56.00	\$58.00	\$60.00	\$62.00	
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	
g. Oil	\$155.00	\$181.00	\$217.00	\$248.00	\$279.00	
<b>Cooking</b>						
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$9.00	\$12.00	
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$2.00	\$3.00	\$4.00	\$5.00	
<b>Water Heating</b>						
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	
<b>Water, Sewer, Trash Collection</b>						
Water ( <b>Traverse City</b> )	\$16.00	\$16.00	\$18.00	\$22.00	\$26.00	
Sewer ( <b>Traverse City</b> )	\$47.00	\$47.00	\$52.00	\$63.00	\$74.00	
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	
<b>Actual Family Allowances</b>		Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented		Heating		\$		
		Cooking		\$		
Name of Family		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
		Water		\$		
Address of Unit		Sewer		\$		
		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
		Other		\$		
		Other		\$		
Number of Bedrooms		Other		\$		
		Total		\$		



# Utility Allowance Schedule

U.S. Department of Housing and Urban  
Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Apartment (5 or More Units)**

**Traverse City Housing Commission, MI**

Utility or Service: **Garfield Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$30.00	\$35.00	\$41.00	\$47.00	\$53.00	\$60.00
b. Bottle Gas/Propane	\$80.00	\$92.00	\$110.00	\$125.00	\$142.00	\$157.00
c. Electric ( <b>Consumers</b> )	\$35.00	\$41.00	\$57.00	\$72.00	\$87.00	\$102.00
d. Electric ( <b>Traverse</b> )	\$19.00	\$22.00	\$30.00	\$38.00	\$46.00	\$56.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$31.00	\$37.00	\$43.00	\$49.00	\$54.00	\$60.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$17.00	\$19.00	\$23.00	\$26.00	\$29.00	\$32.00
g. Oil	\$129.00	\$150.00	\$176.00	\$202.00	\$233.00	\$258.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$84.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$14.00	\$17.00	\$23.00	\$30.00	\$36.00	\$43.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$7.00	\$9.00	\$10.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$3.00	\$4.00	\$5.00

## Water Heating

a. Natural Gas	\$7.00	\$8.00	\$12.00	\$16.00	\$21.00	\$24.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$32.00	\$42.00	\$55.00	\$62.00
c. Electric ( <b>Consumers</b> )	\$20.00	\$24.00	\$30.00	\$37.00	\$43.00	\$50.00
d. Electric ( <b>Traverse</b> )	\$10.00	\$12.00	\$15.00	\$19.00	\$22.00	\$25.00
e. Oil	\$31.00	\$36.00	\$52.00	\$72.00	\$88.00	\$103.00

## Water, Sewer, Trash Collection

Water ( <b>Garfield Township</b> )	\$12.00	\$12.00	\$16.00	\$19.00	\$23.00	\$27.00
Sewer ( <b>Garfield Township</b> )	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$





# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Row House/Townhouse/Semi-Detached/Duplex</b>					
Utility or Service: <b>Garfield Township</b>		<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances							
<b>Heating</b>							
a. Natural Gas	\$37.00	\$44.00	\$51.00	\$59.00	\$66.00	\$73.00	
b. Bottle Gas/Propane	\$97.00	\$117.00	\$137.00	\$155.00	\$175.00	\$195.00	
c. Electric ( <b>Consumers</b> )	\$51.00	\$60.00	\$78.00	\$97.00	\$116.00	\$135.00	
d. Electric ( <b>Traverse</b> )	\$27.00	\$32.00	\$42.00	\$52.00	\$64.00	\$75.00	
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00	
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	\$38.00	
g. Oil	\$160.00	\$191.00	\$222.00	\$253.00	\$284.00	\$315.00	
<b>Cooking</b>							
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00	
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00	
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00	
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00	
<b>Other Electric &amp; Cooling</b>							
Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$35.00	\$42.00	\$58.00	\$74.00	\$90.00	\$107.00	
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$18.00	\$21.00	\$29.00	\$37.00	\$46.00	\$55.00	
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$7.00	\$10.00	\$12.00	\$15.00	
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$4.00	\$6.00	\$7.00	
<b>Water Heating</b>							
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00	
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00	
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00	
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00	
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00	
<b>Water, Sewer, Trash Collection</b>							
Water ( <b>Garfield Township</b> )	\$12.00	\$12.00	\$16.00	\$19.00	\$23.00	\$27.00	
Sewer ( <b>Garfield Township</b> )	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	
<b>Tenant-supplied Appliances</b>							
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
<b>Other--specify: Monthly Charges</b>							
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	
<b>Actual Family Allowances</b>		Utility or Service		per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
		Water Heating		\$			
		Water		\$			
Address of Unit		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
		Other		\$			
		Number of Bedrooms		Other		\$	
		Total		\$			



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Detached House</b>					
Utility or Service: <b>Garfield Township</b>		<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances							
<b>Heating</b>							
a. Natural Gas	\$42.00	\$50.00	\$59.00	\$68.00	\$76.00	\$85.00	
b. Bottle Gas/Propane	\$112.00	\$132.00	\$155.00	\$180.00	\$202.00	\$227.00	
c. Electric <b>(Consumers)</b>	\$84.00	\$99.00	\$116.00	\$133.00	\$150.00	\$168.00	
d. Electric <b>(Traverse)</b>	\$45.00	\$53.00	\$64.00	\$74.00	\$84.00	\$95.00	
e. Electric Heat Pump <b>(Consumers)</b>	\$44.00	\$52.00	\$62.00	\$70.00	\$77.00	\$85.00	
f. Electric Heat Pump <b>(Traverse)</b>	\$24.00	\$28.00	\$33.00	\$37.00	\$41.00	\$45.00	
g. Oil	\$181.00	\$217.00	\$253.00	\$289.00	\$331.00	\$367.00	
<b>Cooking</b>							
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00	
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00	
c. Electric <b>(Consumers)</b>	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00	
d. Electric <b>(Traverse)</b>	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00	
<b>Other Electric &amp; Cooling</b>							
Other Electric (Lights & Appliances) <b>(Consumers)</b>	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	\$124.00	
Other Electric (Lights & Appliances) <b>(Traverse)</b>	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	\$65.00	
Air Conditioning <b>(Consumers)</b>	\$3.00	\$3.00	\$7.00	\$11.00	\$15.00	\$18.00	
Air Conditioning <b>(Traverse)</b>	\$1.00	\$1.00	\$3.00	\$5.00	\$7.00	\$8.00	
<b>Water Heating</b>							
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00	
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00	
c. Electric <b>(Consumers)</b>	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00	
d. Electric <b>(Traverse)</b>	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00	
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00	
<b>Water, Sewer, Trash Collection</b>							
Water <b>(Garfield Township)</b>	\$12.00	\$12.00	\$16.00	\$19.00	\$23.00	\$27.00	
Sewer <b>(Garfield Township)</b>	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	
Trash Collection <b>(American Waste)</b>	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	
<b>Tenant-supplied Appliances</b>							
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
<b>Other--specify: Monthly Charges</b>							
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	
<b>Actual Family Allowances</b>		Utility or Service		per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
		Water Heating		\$			
		Water		\$			
Address of Unit		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
		Other		\$			
		Number of Bedrooms		Other		\$	
		Total		\$			



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Mobile Home**

**Traverse City Housing Commission, MI**

Utility or Service: **Garfield Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$36.00	\$42.00	\$50.00	\$58.00	\$65.00	
b. Bottle Gas/Propane	\$95.00	\$112.00	\$132.00	\$152.00	\$172.00	
c. Electric ( <b>Consumers</b> )	\$88.00	\$103.00	\$106.00	\$110.00	\$113.00	
d. Electric ( <b>Traverse</b> )	\$47.00	\$56.00	\$58.00	\$60.00	\$62.00	
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	
g. Oil	\$155.00	\$181.00	\$217.00	\$248.00	\$279.00	

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$9.00	\$12.00	
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$2.00	\$3.00	\$4.00	\$5.00	

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	

## Water, Sewer, Trash Collection

Water ( <b>Garfield Township</b> )	\$12.00	\$12.00	\$16.00	\$19.00	\$23.00	
Sewer ( <b>Garfield Township</b> )	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	

## Actual Family Allowances

	Utility or Service	per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented	Heating	\$	
	Cooking	\$	
Name of Family	Other Electric	\$	
	Air Conditioning	\$	
	Water Heating	\$	
	Water	\$	
Address of Unit	Sewer	\$	
	Trash Collection	\$	
	Range / Microwave	\$	
	Refrigerator	\$	
	Other	\$	
	Number of Bedrooms	Other	\$
		Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Apartment (5 or More Units)**

**Traverse City Housing Commission, MI**

Utility or Service: **Village of Elk Rapids**

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$30.00	\$35.00	\$41.00	\$47.00	\$53.00	\$60.00
b. Bottle Gas/Propane	\$80.00	\$92.00	\$110.00	\$125.00	\$142.00	\$157.00
c. Electric ( <b>Consumers</b> )	\$35.00	\$41.00	\$57.00	\$72.00	\$87.00	\$102.00
d. Electric ( <b>Great Lakes</b> )	\$23.00	\$27.00	\$38.00	\$48.00	\$58.00	\$68.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$31.00	\$37.00	\$43.00	\$49.00	\$54.00	\$60.00
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$21.00	\$24.00	\$29.00	\$32.00	\$36.00	\$40.00
g. Oil	\$129.00	\$150.00	\$176.00	\$202.00	\$233.00	\$258.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00	\$15.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$84.00
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$18.00	\$21.00	\$29.00	\$37.00	\$45.00	\$53.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$7.00	\$9.00	\$10.00
Air Conditioning ( <b>Great Lakes</b> )	\$2.00	\$2.00	\$3.00	\$4.00	\$5.00	\$6.00

## Water Heating

a. Natural Gas	\$7.00	\$8.00	\$12.00	\$16.00	\$21.00	\$24.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$32.00	\$42.00	\$55.00	\$62.00
c. Electric ( <b>Consumers</b> )	\$20.00	\$24.00	\$30.00	\$37.00	\$43.00	\$50.00
d. Electric ( <b>Great Lakes</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$31.00	\$36.00	\$52.00	\$72.00	\$88.00	\$103.00

## Water, Sewer, Trash Collection

Water ( <b>Village of Elk Rapids</b> )	\$58.00	\$58.00	\$66.00	\$73.00	\$80.00	\$87.00
Sewer ( <b>Village of Elk Rapids</b> )	\$67.00	\$68.00	\$80.00	\$92.00	\$104.00	\$115.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
<b>Total</b>	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):						
Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Row House/Townhouse/Semi-Detached/Duplex</b>				
Utility or Service: <b>Village of Elk Rapids</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$37.00	\$44.00	\$51.00	\$59.00	\$66.00	\$73.00
b. Bottle Gas/Propane	\$97.00	\$117.00	\$137.00	\$155.00	\$175.00	\$195.00
c. Electric ( <b>Consumers</b> )	\$51.00	\$60.00	\$78.00	\$97.00	\$116.00	\$135.00
d. Electric ( <b>Great Lakes</b> )	\$34.00	\$40.00	\$52.00	\$65.00	\$77.00	\$89.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$25.00	\$30.00	\$35.00	\$39.00	\$44.00	\$48.00
g. Oil	\$160.00	\$191.00	\$222.00	\$253.00	\$284.00	\$315.00
<b>Cooking</b>						
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00	\$15.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$35.00	\$42.00	\$58.00	\$74.00	\$90.00	\$107.00
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$22.00	\$26.00	\$36.00	\$47.00	\$57.00	\$67.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$7.00	\$10.00	\$12.00	\$15.00
Air Conditioning ( <b>Great Lakes</b> )	\$2.00	\$2.00	\$4.00	\$5.00	\$7.00	\$9.00
<b>Water Heating</b>						
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Great Lakes</b> )	\$16.00	\$19.00	\$24.00	\$29.00	\$34.00	\$39.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00
<b>Water, Sewer, Trash Collection</b>						
Water ( <b>Village of Elk Rapids</b> )	\$58.00	\$58.00	\$66.00	\$73.00	\$80.00	\$87.00
Sewer ( <b>Village of Elk Rapids</b> )	\$67.00	\$68.00	\$80.00	\$92.00	\$104.00	\$115.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Actual Family Allowances</b>		Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$		
		Cooking		\$		
Name of Family		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
		Water		\$		
		Sewer		\$		
Address of Unit		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
		Other		\$		
		Other		\$		
Number of Bedrooms		Other		\$		
		Total		\$		



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Detached House**

**Traverse City Housing Commission, MI**

Utility or Service: **Village of Elk Rapids**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$42.00	\$50.00	\$59.00	\$68.00	\$76.00	\$85.00
b. Bottle Gas/Propane	\$112.00	\$132.00	\$155.00	\$180.00	\$202.00	\$227.00
c. Electric ( <b>Consumers</b> )	\$84.00	\$99.00	\$116.00	\$133.00	\$150.00	\$168.00
d. Electric ( <b>Great Lakes</b> )	\$56.00	\$66.00	\$77.00	\$88.00	\$100.00	\$111.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$44.00	\$52.00	\$62.00	\$70.00	\$77.00	\$85.00
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$30.00	\$35.00	\$41.00	\$46.00	\$51.00	\$57.00
g. Oil	\$181.00	\$217.00	\$253.00	\$289.00	\$331.00	\$367.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00	\$15.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	\$124.00
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$26.00	\$31.00	\$42.00	\$54.00	\$66.00	\$78.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$3.00	\$7.00	\$11.00	\$15.00	\$18.00
Air Conditioning ( <b>Great Lakes</b> )	\$1.00	\$2.00	\$4.00	\$6.00	\$8.00	\$11.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Great Lakes</b> )	\$16.00	\$19.00	\$24.00	\$29.00	\$34.00	\$39.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00

## Water, Sewer, Trash Collection

Water ( <b>Village of Elk Rapids</b> )	\$58.00	\$58.00	\$66.00	\$73.00	\$80.00	\$87.00
Sewer ( <b>Village of Elk Rapids</b> )	\$67.00	\$68.00	\$80.00	\$92.00	\$104.00	\$115.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Mobile Home**

**Traverse City Housing Commission, MI**

Utility or Service: **Village of Elk Rapids**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$36.00	\$42.00	\$50.00	\$58.00	\$65.00	
b. Bottle Gas/Propane	\$95.00	\$112.00	\$132.00	\$152.00	\$172.00	
c. Electric ( <b>Consumers</b> )	\$88.00	\$103.00	\$106.00	\$110.00	\$113.00	
d. Electric ( <b>Great Lakes</b> )	\$58.00	\$69.00	\$71.00	\$73.00	\$75.00	
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$25.00	\$30.00	\$35.00	\$39.00	\$44.00	
g. Oil	\$155.00	\$181.00	\$217.00	\$248.00	\$279.00	

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00	

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$26.00	\$31.00	\$42.00	\$54.00	\$66.00	
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$9.00	\$12.00	
Air Conditioning ( <b>Great Lakes</b> )	\$2.00	\$2.00	\$4.00	\$5.00	\$7.00	

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	
d. Electric ( <b>Great Lakes</b> )	\$16.00	\$19.00	\$24.00	\$29.00	\$34.00	
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	

## Water, Sewer, Trash Collection

Water ( <b>Village of Elk Rapids</b> )	\$58.00	\$58.00	\$66.00	\$73.00	\$80.00	
Sewer ( <b>Village of Elk Rapids</b> )	\$67.00	\$68.00	\$80.00	\$92.00	\$104.00	
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00	
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
<b>Total</b>	<b>\$</b>



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Apartment (5 or More Units)**

**Traverse City Housing Commission, MI**

Utility or Service: **East Bay Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$30.00	\$35.00	\$41.00	\$47.00	\$53.00	\$60.00
b. Bottle Gas/Propane	\$80.00	\$92.00	\$110.00	\$125.00	\$142.00	\$157.00
c. Electric ( <b>Consumers</b> )	\$35.00	\$41.00	\$57.00	\$72.00	\$87.00	\$102.00
d. Electric ( <b>Traverse</b> )	\$19.00	\$22.00	\$30.00	\$38.00	\$46.00	\$56.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$31.00	\$37.00	\$43.00	\$49.00	\$54.00	\$60.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$17.00	\$19.00	\$23.00	\$26.00	\$29.00	\$32.00
g. Oil	\$129.00	\$150.00	\$176.00	\$202.00	\$233.00	\$258.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$84.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$14.00	\$17.00	\$23.00	\$30.00	\$36.00	\$43.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$7.00	\$9.00	\$10.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$3.00	\$4.00	\$5.00

## Water Heating

a. Natural Gas	\$7.00	\$8.00	\$12.00	\$16.00	\$21.00	\$24.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$32.00	\$42.00	\$55.00	\$62.00
c. Electric ( <b>Consumers</b> )	\$20.00	\$24.00	\$30.00	\$37.00	\$43.00	\$50.00
d. Electric ( <b>Traverse</b> )	\$10.00	\$12.00	\$15.00	\$19.00	\$22.00	\$25.00
e. Oil	\$31.00	\$36.00	\$52.00	\$72.00	\$88.00	\$103.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$31.00	\$31.00	\$35.00	\$43.00	\$51.00	\$59.00
Sewer ( <b>Grand Traverse</b> )	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$





# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

**Traverse City Housing Commission, MI**

Unit Type: **Row House/Townhouse/Semi-Detached/Duplex**

Utility or Service: **East Bay Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$37.00	\$44.00	\$51.00	\$59.00	\$66.00	\$73.00
b. Bottle Gas/Propane	\$97.00	\$117.00	\$137.00	\$155.00	\$175.00	\$195.00
c. Electric ( <b>Consumers</b> )	\$51.00	\$60.00	\$78.00	\$97.00	\$116.00	\$135.00
d. Electric ( <b>Traverse</b> )	\$27.00	\$32.00	\$42.00	\$52.00	\$64.00	\$75.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	\$38.00
g. Oil	\$160.00	\$191.00	\$222.00	\$253.00	\$284.00	\$315.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$35.00	\$42.00	\$58.00	\$74.00	\$90.00	\$107.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$18.00	\$21.00	\$29.00	\$37.00	\$46.00	\$55.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$7.00	\$10.00	\$12.00	\$15.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$4.00	\$6.00	\$7.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$31.00	\$31.00	\$35.00	\$43.00	\$51.00	\$59.00
Sewer ( <b>Grand Traverse</b> )	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Detached House**

**Traverse City Housing Commission, MI**

Utility or Service: **East Bay Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$42.00	\$50.00	\$59.00	\$68.00	\$76.00	\$85.00
b. Bottle Gas/Propane	\$112.00	\$132.00	\$155.00	\$180.00	\$202.00	\$227.00
c. Electric ( <b>Consumers</b> )	\$84.00	\$99.00	\$116.00	\$133.00	\$150.00	\$168.00
d. Electric ( <b>Traverse</b> )	\$45.00	\$53.00	\$64.00	\$74.00	\$84.00	\$95.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$44.00	\$52.00	\$62.00	\$70.00	\$77.00	\$85.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$24.00	\$28.00	\$33.00	\$37.00	\$41.00	\$45.00
g. Oil	\$181.00	\$217.00	\$253.00	\$289.00	\$331.00	\$367.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	\$124.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	\$65.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$3.00	\$7.00	\$11.00	\$15.00	\$18.00
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$1.00	\$3.00	\$5.00	\$7.00	\$8.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$31.00	\$31.00	\$35.00	\$43.00	\$51.00	\$59.00
Sewer ( <b>Grand Traverse</b> )	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Mobile Home**

**Traverse City Housing Commission, MI**

Utility or Service: **East Bay Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$36.00	\$42.00	\$50.00	\$58.00	\$65.00
b. Bottle Gas/Propane	\$95.00	\$112.00	\$132.00	\$152.00	\$172.00
c. Electric ( <b>Consumers</b> )	\$88.00	\$103.00	\$106.00	\$110.00	\$113.00
d. Electric ( <b>Traverse</b> )	\$47.00	\$56.00	\$58.00	\$60.00	\$62.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00
g. Oil	\$155.00	\$181.00	\$217.00	\$248.00	\$279.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$9.00	\$12.00
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$2.00	\$3.00	\$4.00	\$5.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$31.00	\$31.00	\$35.00	\$43.00	\$51.00
Sewer ( <b>Grand Traverse</b> )	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Apartment (5 or More Units)**

**Traverse City Housing Commission, MI**

Utility or Service: **Elmwood Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$30.00	\$35.00	\$41.00	\$47.00	\$53.00	\$60.00
b. Bottle Gas/Propane	\$80.00	\$92.00	\$110.00	\$125.00	\$142.00	\$157.00
c. Electric ( <b>Consumers</b> )	\$35.00	\$41.00	\$57.00	\$72.00	\$87.00	\$102.00
d. Electric ( <b>Traverse</b> )	\$19.00	\$22.00	\$30.00	\$38.00	\$46.00	\$56.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$31.00	\$37.00	\$43.00	\$49.00	\$54.00	\$60.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$17.00	\$19.00	\$23.00	\$26.00	\$29.00	\$32.00
g. Oil	\$129.00	\$150.00	\$176.00	\$202.00	\$233.00	\$258.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$84.00
Other Electric (Lights & Appliances)( <b>Traverse</b> )	\$14.00	\$17.00	\$23.00	\$30.00	\$36.00	\$43.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$7.00	\$9.00	\$10.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$3.00	\$4.00	\$5.00

## Water Heating

a. Natural Gas	\$7.00	\$8.00	\$12.00	\$16.00	\$21.00	\$24.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$32.00	\$42.00	\$55.00	\$62.00
c. Electric ( <b>Consumers</b> )	\$20.00	\$24.00	\$30.00	\$37.00	\$43.00	\$50.00
d. Electric ( <b>Traverse</b> )	\$10.00	\$12.00	\$15.00	\$19.00	\$22.00	\$25.00
e. Oil	\$31.00	\$36.00	\$52.00	\$72.00	\$88.00	\$103.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$28.00	\$28.00	\$32.00	\$39.00	\$45.00	\$52.00
Sewer ( <b>Grand Traverse</b> )	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
<b>Total</b>	<b>\$</b>



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

**Traverse City Housing Commission, MI**

Unit Type: **Row House/Townhouse/Semi-Detached/Duplex**

Utility or Service: **Elmwood Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$37.00	\$44.00	\$51.00	\$59.00	\$66.00	\$73.00
b. Bottle Gas/Propane	\$97.00	\$117.00	\$137.00	\$155.00	\$175.00	\$195.00
c. Electric ( <b>Consumers</b> )	\$51.00	\$60.00	\$78.00	\$97.00	\$116.00	\$135.00
d. Electric ( <b>Traverse</b> )	\$27.00	\$32.00	\$42.00	\$52.00	\$64.00	\$75.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	\$38.00
g. Oil	\$160.00	\$191.00	\$222.00	\$253.00	\$284.00	\$315.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$35.00	\$42.00	\$58.00	\$74.00	\$90.00	\$107.00
Other Electric (Lights & Appliances)( <b>Traverse</b> )	\$18.00	\$21.00	\$29.00	\$37.00	\$46.00	\$55.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$7.00	\$10.00	\$12.00	\$15.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$4.00	\$6.00	\$7.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$28.00	\$28.00	\$32.00	\$39.00	\$45.00	\$52.00
Sewer ( <b>Grand Traverse</b> )	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Detached House**

**Traverse City Housing Commission, MI**

Utility or Service: **Elmwood Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$42.00	\$50.00	\$59.00	\$68.00	\$76.00	\$85.00
b. Bottle Gas/Propane	\$112.00	\$132.00	\$155.00	\$180.00	\$202.00	\$227.00
c. Electric ( <b>Consumers</b> )	\$84.00	\$99.00	\$116.00	\$133.00	\$150.00	\$168.00
d. Electric ( <b>Traverse</b> )	\$45.00	\$53.00	\$64.00	\$74.00	\$84.00	\$95.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$44.00	\$52.00	\$62.00	\$70.00	\$77.00	\$85.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$24.00	\$28.00	\$33.00	\$37.00	\$41.00	\$45.00
g. Oil	\$181.00	\$217.00	\$253.00	\$289.00	\$331.00	\$367.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	\$124.00
Other Electric (Lights & Appliances)( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	\$65.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$3.00	\$7.00	\$11.00	\$15.00	\$18.00
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$1.00	\$3.00	\$5.00	\$7.00	\$8.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$28.00	\$28.00	\$32.00	\$39.00	\$45.00	\$52.00
Sewer ( <b>Grand Traverse</b> )	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
<b>Total</b>	<b>\$</b>



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Mobile Home**

**Traverse City Housing Commission, MI**

Utility or Service: **Elmwood Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$36.00	\$42.00	\$50.00	\$58.00	\$65.00
b. Bottle Gas/Propane	\$95.00	\$112.00	\$132.00	\$152.00	\$172.00
c. Electric ( <b>Consumers</b> )	\$88.00	\$103.00	\$106.00	\$110.00	\$113.00
d. Electric ( <b>Traverse</b> )	\$47.00	\$56.00	\$58.00	\$60.00	\$62.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00
g. Oil	\$155.00	\$181.00	\$217.00	\$248.00	\$279.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00
Other Electric (Lights & Appliances)( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$9.00	\$12.00
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$2.00	\$3.00	\$4.00	\$5.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00

## Water, Sewer, Trash Collection

Water ( <b>Grand Traverse</b> )	\$28.00	\$28.00	\$32.00	\$39.00	\$45.00
Sewer ( <b>Grand Traverse</b> )	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
<b>Total</b>	<b>\$</b>



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and Urban  
Development

Office of Public and Indian Housing

OMB Approval

No. 25577-0169

exp.7/31/2022

Date (mm/dd/yyyy):						
Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Apartment (5 or More Units)</b>				
Utility or Service: <b>Blair Township</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$30.00	\$35.00	\$41.00	\$47.00	\$53.00	\$60.00
b. Bottle Gas/Propane	\$80.00	\$92.00	\$110.00	\$125.00	\$142.00	\$157.00
c. Electric ( <b>Consumers</b> )	\$35.00	\$41.00	\$57.00	\$72.00	\$87.00	\$102.00
d. Electric ( <b>Traverse</b> )	\$19.00	\$22.00	\$30.00	\$38.00	\$46.00	\$56.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$31.00	\$37.00	\$43.00	\$49.00	\$54.00	\$60.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$17.00	\$19.00	\$23.00	\$26.00	\$29.00	\$32.00
g. Oil	\$129.00	\$150.00	\$176.00	\$202.00	\$233.00	\$258.00
<b>Cooking</b>						
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$84.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$14.00	\$17.00	\$23.00	\$30.00	\$36.00	\$43.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$7.00	\$9.00	\$10.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$3.00	\$4.00	\$5.00
<b>Water Heating</b>						
a. Natural Gas	\$7.00	\$8.00	\$12.00	\$16.00	\$21.00	\$24.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$32.00	\$42.00	\$55.00	\$62.00
c. Electric ( <b>Consumers</b> )	\$20.00	\$24.00	\$30.00	\$37.00	\$43.00	\$50.00
d. Electric ( <b>Traverse</b> )	\$10.00	\$12.00	\$15.00	\$19.00	\$22.00	\$25.00
e. Oil	\$31.00	\$36.00	\$52.00	\$72.00	\$88.00	\$103.00
<b>Water, Sewer, Trash Collection</b>						
Water ( <b>Blair Township</b> )	\$34.00	\$35.00	\$40.00	\$45.00	\$53.00	\$64.00
Sewer	N/A	N/A	N/A	N/A	N/A	N/A
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Actual Family Allowances</b>						
To be used by the family to compute allowance. Complete below for the actual unit rented.			Utility or Service		per month cost	
			Heating		\$	
Name of Family			Cooking		\$	
			Other Electric		\$	
Address of Unit			Air Conditioning		\$	
			Water Heating		\$	
Number of Bedrooms			Water		\$	
			Sewer		\$	
			Trash Collection		\$	
			Range / Microwave		\$	
			Refrigerator		\$	
			Other		\$	
			Other		\$	
Total		\$				





# Utility Allowance Schedule

U.S. Department of Housing and Urban  
Development

OMB Approval  
No. 25577-0169

See Public Reporting and Instructions on back.

Office of Public and Indian Housing

exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):						
Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Row House/Townhouse/Semi-Detached/Duplex</b>				
Utility or Service: <b>Blair Township</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$37.00	\$44.00	\$51.00	\$59.00	\$66.00	\$73.00
b. Bottle Gas/Propane	\$97.00	\$117.00	\$137.00	\$155.00	\$175.00	\$195.00
c. Electric ( <b>Consumers</b> )	\$51.00	\$60.00	\$78.00	\$97.00	\$116.00	\$135.00
d. Electric ( <b>Traverse</b> )	\$27.00	\$32.00	\$42.00	\$52.00	\$64.00	\$75.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	\$38.00
g. Oil	\$160.00	\$191.00	\$222.00	\$253.00	\$284.00	\$315.00
<b>Cooking</b>						
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$35.00	\$42.00	\$58.00	\$74.00	\$90.00	\$107.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$18.00	\$21.00	\$29.00	\$37.00	\$46.00	\$55.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$7.00	\$10.00	\$12.00	\$15.00
Air Conditioning ( <b>Traverse</b> )	\$2.00	\$2.00	\$3.00	\$4.00	\$6.00	\$7.00
<b>Water Heating</b>						
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00
<b>Water, Sewer, Trash Collection</b>						
Water ( <b>Blair Township</b> )	\$34.00	\$35.00	\$40.00	\$45.00	\$53.00	\$64.00
Sewer	N/A	N/A	N/A	N/A	N/A	N/A
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Actual Family Allowances</b>		Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$		
Name of Family		Cooking		\$		
Address of Unit		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
		Water		\$		
		Sewer		\$		
Number of Bedrooms		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
		Other		\$		
		Other		\$		
		Total		\$		



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and Urban  
Development

Office of Public and Indian Housing

OMB Approval

No. 25577-0169

exp.7/31/2022

Date (mm/dd/yyyy):						
Locality: <b>Traverse City Housing Commission, MI</b>		Unit Type: <b>Detached House</b>				
Utility or Service: <b>Blair Township</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$42.00	\$50.00	\$59.00	\$68.00	\$76.00	\$85.00
b. Bottle Gas/Propane	\$112.00	\$132.00	\$155.00	\$180.00	\$202.00	\$227.00
c. Electric ( <b>Consumers</b> )	\$84.00	\$99.00	\$116.00	\$133.00	\$150.00	\$168.00
d. Electric ( <b>Traverse</b> )	\$45.00	\$53.00	\$64.00	\$74.00	\$84.00	\$95.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$44.00	\$52.00	\$62.00	\$70.00	\$77.00	\$85.00
f. Electric Heat Pump ( <b>Traverse</b> )	\$24.00	\$28.00	\$33.00	\$37.00	\$41.00	\$45.00
g. Oil	\$181.00	\$217.00	\$253.00	\$289.00	\$331.00	\$367.00
<b>Cooking</b>						
a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	\$124.00
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	\$65.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$3.00	\$7.00	\$11.00	\$15.00	\$18.00
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$1.00	\$3.00	\$5.00	\$7.00	\$8.00
<b>Water Heating</b>						
a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00
<b>Water, Sewer, Trash Collection</b>						
Water ( <b>Blair Township</b> )	\$34.00	\$35.00	\$40.00	\$45.00	\$53.00	\$64.00
Sewer	N/A	N/A	N/A	N/A	N/A	N/A
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Actual Family Allowances</b>						
To be used by the family to compute allowance. Complete below for the actual unit rented.			Utility or Service		per month cost	
			Heating		\$	
Name of Family			Cooking		\$	
			Other Electric		\$	
Address of Unit			Air Conditioning		\$	
			Water Heating		\$	
Number of Bedrooms			Water		\$	
			Sewer		\$	
			Trash Collection		\$	
			Range / Microwave		\$	
			Refrigerator		\$	
			Other		\$	
			Other		\$	
			Total		\$	



# Utility Allowance Schedule

U.S. Department of Housing and Urban  
Development

OMB Approval  
No. 25577-0169

See Public Reporting and Instructions on back.

Office of Public and Indian Housing

exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Mobile Home**

**Traverse City Housing Commission, MI**

Utility or Service: **Blair Township**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$36.00	\$42.00	\$50.00	\$58.00	\$65.00	
b. Bottle Gas/Propane	\$95.00	\$112.00	\$132.00	\$152.00	\$172.00	
c. Electric ( <b>Consumers</b> )	\$88.00	\$103.00	\$106.00	\$110.00	\$113.00	
d. Electric ( <b>Traverse</b> )	\$47.00	\$56.00	\$58.00	\$60.00	\$62.00	
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	
f. Electric Heat Pump ( <b>Traverse</b> )	\$20.00	\$24.00	\$28.00	\$31.00	\$35.00	
g. Oil	\$155.00	\$181.00	\$217.00	\$248.00	\$279.00	

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	
d. Electric ( <b>Traverse</b> )	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	

## Other Electric & Cooling

Other Electric (Lights & Appliances) ( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	
Other Electric (Lights & Appliances) ( <b>Traverse</b> )	\$21.00	\$24.00	\$34.00	\$43.00	\$54.00	
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$9.00	\$12.00	
Air Conditioning ( <b>Traverse</b> )	\$1.00	\$2.00	\$3.00	\$4.00	\$5.00	

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	
d. Electric ( <b>Traverse</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	

## Water, Sewer, Trash Collection

Water ( <b>Blair Township</b> )	\$34.00	\$35.00	\$40.00	\$45.00	\$53.00	
Sewer	N/A	N/A	N/A	N/A	N/A	
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	
Electric Charge \$10.92 (Traverse)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Apartment (5 or More Units)**

**Traverse City Housing Commission, MI**

Utility or Service: **Village of Kalkaska**

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Monthly Dollar Allowances					

## Heating

a. Natural Gas	\$30.00	\$35.00	\$41.00	\$47.00	\$53.00	\$60.00
b. Bottle Gas/Propane	\$80.00	\$92.00	\$110.00	\$125.00	\$142.00	\$157.00
c. Electric ( <b>Consumers</b> )	\$35.00	\$41.00	\$57.00	\$72.00	\$87.00	\$102.00
d. Electric ( <b>Great Lakes</b> )	\$23.00	\$27.00	\$38.00	\$48.00	\$58.00	\$68.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$31.00	\$37.00	\$43.00	\$49.00	\$54.00	\$60.00
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$21.00	\$24.00	\$29.00	\$32.00	\$36.00	\$40.00
g. Oil	\$129.00	\$150.00	\$176.00	\$202.00	\$233.00	\$258.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00	\$15.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$28.00	\$33.00	\$46.00	\$59.00	\$72.00	\$84.00
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$18.00	\$21.00	\$29.00	\$37.00	\$45.00	\$53.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$7.00	\$9.00	\$10.00
Air Conditioning ( <b>Great Lakes</b> )	\$2.00	\$2.00	\$3.00	\$4.00	\$5.00	\$6.00

## Water Heating

a. Natural Gas	\$7.00	\$8.00	\$12.00	\$16.00	\$21.00	\$24.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$32.00	\$42.00	\$55.00	\$62.00
c. Electric ( <b>Consumers</b> )	\$20.00	\$24.00	\$30.00	\$37.00	\$43.00	\$50.00
d. Electric ( <b>Great Lakes</b> )	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Oil	\$31.00	\$36.00	\$52.00	\$72.00	\$88.00	\$103.00

## Water, Sewer, Trash Collection

Water ( <b>Village of Kalkaska</b> )	\$20.00	\$20.00	\$22.00	\$25.00	\$27.00	\$30.00
Sewer ( <b>Village of Kalkaska</b> )	\$41.00	\$42.00	\$47.00	\$51.00	\$56.00	\$61.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

**Traverse City Housing Commission, MI**

Unit Type: **Row House/Townhouse/Semi-Detached/Duplex**

Utility or Service: **Village of Kalkaska**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$37.00	\$44.00	\$51.00	\$59.00	\$66.00	\$73.00
b. Bottle Gas/Propane	\$97.00	\$117.00	\$137.00	\$155.00	\$175.00	\$195.00
c. Electric ( <b>Consumers</b> )	\$51.00	\$60.00	\$78.00	\$97.00	\$116.00	\$135.00
d. Electric ( <b>Great Lakes</b> )	\$34.00	\$40.00	\$52.00	\$65.00	\$77.00	\$89.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$25.00	\$30.00	\$35.00	\$39.00	\$44.00	\$48.00
g. Oil	\$160.00	\$191.00	\$222.00	\$253.00	\$284.00	\$315.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00	\$15.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$35.00	\$42.00	\$58.00	\$74.00	\$90.00	\$107.00
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$22.00	\$26.00	\$36.00	\$47.00	\$57.00	\$67.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$7.00	\$10.00	\$12.00	\$15.00
Air Conditioning ( <b>Great Lakes</b> )	\$2.00	\$2.00	\$4.00	\$5.00	\$7.00	\$9.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Great Lakes</b> )	\$16.00	\$19.00	\$24.00	\$29.00	\$34.00	\$39.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00

## Water, Sewer, Trash Collection

Water ( <b>Village of Kalkaska</b> )	\$20.00	\$20.00	\$22.00	\$25.00	\$27.00	\$30.00
Sewer ( <b>Village of Kalkaska</b> )	\$41.00	\$42.00	\$47.00	\$51.00	\$56.00	\$61.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Detached House**

**Traverse City Housing Commission, MI**

Utility or Service: **Village of Kalkaska**

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Monthly Dollar Allowances					

## Heating

a. Natural Gas	\$42.00	\$50.00	\$59.00	\$68.00	\$76.00	\$85.00
b. Bottle Gas/Propane	\$112.00	\$132.00	\$155.00	\$180.00	\$202.00	\$227.00
c. Electric ( <b>Consumers</b> )	\$84.00	\$99.00	\$116.00	\$133.00	\$150.00	\$168.00
d. Electric ( <b>Great Lakes</b> )	\$56.00	\$66.00	\$77.00	\$88.00	\$100.00	\$111.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$44.00	\$52.00	\$62.00	\$70.00	\$77.00	\$85.00
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$30.00	\$35.00	\$41.00	\$46.00	\$51.00	\$57.00
g. Oil	\$181.00	\$217.00	\$253.00	\$289.00	\$331.00	\$367.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00	\$9.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00	\$25.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00	\$24.00
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00	\$15.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00	\$124.00
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$26.00	\$31.00	\$42.00	\$54.00	\$66.00	\$78.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$3.00	\$7.00	\$11.00	\$15.00	\$18.00
Air Conditioning ( <b>Great Lakes</b> )	\$1.00	\$2.00	\$4.00	\$6.00	\$8.00	\$11.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00	\$30.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00	\$80.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00	\$62.00
d. Electric ( <b>Great Lakes</b> )	\$16.00	\$19.00	\$24.00	\$29.00	\$34.00	\$39.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00	\$129.00

## Water, Sewer, Trash Collection

Water ( <b>Village of Kalkaska</b> )	\$20.00	\$20.00	\$22.00	\$25.00	\$27.00	\$30.00
Sewer ( <b>Village of Kalkaska</b> )	\$41.00	\$42.00	\$47.00	\$51.00	\$56.00	\$61.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
<b>Total</b>	<b>\$</b>



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Mobile Home**

**Traverse City Housing Commission, MI**

Utility or Service: **Village of Kalkaska**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$36.00	\$42.00	\$50.00	\$58.00	\$65.00
b. Bottle Gas/Propane	\$95.00	\$112.00	\$132.00	\$152.00	\$172.00
c. Electric ( <b>Consumers</b> )	\$88.00	\$103.00	\$106.00	\$110.00	\$113.00
d. Electric ( <b>Great Lakes</b> )	\$58.00	\$69.00	\$71.00	\$73.00	\$75.00
e. Electric Heat Pump ( <b>Consumers</b> )	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00
f. Electric Heat Pump ( <b>Great Lakes</b> )	\$25.00	\$30.00	\$35.00	\$39.00	\$44.00
g. Oil	\$155.00	\$181.00	\$217.00	\$248.00	\$279.00

## Cooking

a. Natural Gas	\$3.00	\$3.00	\$5.00	\$6.00	\$8.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$22.00
c. Electric ( <b>Consumers</b> )	\$7.00	\$9.00	\$13.00	\$16.00	\$20.00
d. Electric ( <b>Great Lakes</b> )	\$5.00	\$5.00	\$8.00	\$10.00	\$13.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)( <b>Consumers</b> )	\$41.00	\$48.00	\$67.00	\$86.00	\$105.00
Other Electric (Lights & Appliances)( <b>Great Lakes</b> )	\$26.00	\$31.00	\$42.00	\$54.00	\$66.00
Air Conditioning ( <b>Consumers</b> )	\$3.00	\$4.00	\$6.00	\$9.00	\$12.00
Air Conditioning ( <b>Great Lakes</b> )	\$2.00	\$2.00	\$4.00	\$5.00	\$7.00

## Water Heating

a. Natural Gas	\$9.00	\$10.00	\$15.00	\$21.00	\$25.00
b. Bottle Gas/Propane	\$25.00	\$27.00	\$40.00	\$55.00	\$65.00
c. Electric ( <b>Consumers</b> )	\$25.00	\$30.00	\$38.00	\$46.00	\$54.00
d. Electric ( <b>Great Lakes</b> )	\$16.00	\$19.00	\$24.00	\$29.00	\$34.00
e. Oil	\$41.00	\$47.00	\$67.00	\$88.00	\$109.00

## Water, Sewer, Trash Collection

Water ( <b>Village of Kalkaska</b> )	\$20.00	\$20.00	\$22.00	\$25.00	\$27.00
Sewer ( <b>Village of Kalkaska</b> )	\$41.00	\$42.00	\$47.00	\$51.00	\$56.00
Trash Collection ( <b>American Waste</b> )	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Electric Charge \$9.26 (Consumers)	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Electric Charge \$33.50 (Great Lakes)	\$34.00	\$34.00	\$34.00	\$34.00	\$34.00
Natural Gas Charge \$14.70	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
<b>Total</b>	<b>\$</b>



# TRAVERSE CITY HOUSING COMMISSION

150 PINE STREET | TRAVERSE CITY | MICHIGAN | 49684


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## MEMORANDUM

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**DATE:** January 27, 2023  
**TO:** All Commissioners of the Traverse City Housing Commission  
**FROM:** Tony Lentych, Executive Director   
**SUBJECT:** TCHC Vending Machine

**MESSAGE:**

The Traverse City Housing Commission has owned its own vending machine (soda only) for some time. It is located in the Riverview Terrace Community Room and it has received regular use by many residents. During the last several years, it has become more and more difficult to maintain. Parts have been replaced and repaired to keep it functioning. Currently, it only can accept change because the bill “reader” has failed – we have been unable to find a replacement part for this unit due to its age.

Staff has concluded that TCHC should no longer own this particular vending machine and is unsure if we should own one at all. While there is a steady stream of revenue associated with this vending machine (and vending machines overall can be highly profitable), it does have significant costs for staff to keep it running. Maintenance staff has to purchase the soda from Sam’s Club and transport it to Riverview and keep it in stock. There is also a cost to having to count the money from the machine (especially coins) and make the deposits to our bank. This is the only “cash” we handle.

While the Community Room is under construction, we are suggesting the permanent removal of our vending machine due to its age and the costs associated with its operation. Today, Commissioners should discuss whether or not to replace the machine and if so, whether or not we should own it ourselves or allow a vendor (a “vending vendor”) to place one of their machines in our Community Room. The relationship with the vendor would be similar to the one we have with our provider of Washers and Dryers.

We will need two separate motions at the meeting. One to remove the current vending machine from inventory. The other motion, if Commissioners want to continue to offer this as an amenity, to authorize the Executive Director to explore opportunities to replace it and execute such a scenario. Please note, that the costs to purchase a vending machine are available to us.

**ATTACHEMENT:** None.



# TRAVERSE CITY HOUSING COMMISSION

150 PINE STREET | TRAVERSE CITY | MICHIGAN | 49684

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## MEMORANDUM

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**DATE:** January 27, 2023

**TO:** All Commissioners of the Traverse City Housing Commission

**FROM:** Tony Lentych, Executive Director 

**SUBJECT:** Investment Strategy for Surplus Funds

**MESSAGE:**

As a result of TCHC converting its Riverview Terrace property through HUD's RAD process, there are now considerable funds in our accounts at one of our financial institutions, Independent Bank. In one of our special ICS accounts, TCHC had \$1.8 million at the end of November, 2022. In late December, we deposited an additional \$500,000 into the account as a result of the AHP Grant that we were awarded from the Federal Home Loan Bank of Indianapolis [TCHC had provided this funding at closing from our own proceeds and this was a repayment to our accounts].

Currently, that one account has \$2.3 million and is earning about 2.15%.

Staff, in consultation with TCHC Executive Committee, is recommending that we put some of these funds – approximately 50% of the funds – in other financial instruments that earn a higher interest. This will mean that the funds will not be immediately available to us but by keeping half in the current account, we will still have over \$1 million available to us – PLUS we have access to a Line of Credit (LOC) of \$250k should we find another development project that needs our support. We should have complete access to the funds in about a year.

This will allow us to earn about 4.0% for about half of our funds in this account.

Should you decide to move forward with this strategy, you will need a simple motion to authorize the Executive Director to execute the purchase of these financial instruments on behalf of TCHC. This will require a roll call vote.

**ATTACHEMENT:** Current Rate Sheet will be provided at your desk.



**Traverse City  
Housing Commission**  
*a Public Housing Authority*

## **CORRESPONDENCE**

January 20, 2023 E-Mail form HUD on Acceptance of Fiscal Year 2022 Audit

## Tony Lentych

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**From:** phas@hud.gov  
**Sent:** Friday, January 20, 2023 8:13 AM  
**To:** Tony Lentych  
**Cc:** phas\_corr@hud.gov  
**Subject:** Conditional Acceptance Audited - MI080

Dear Anthony Lentych:

Thank you for submitting your agency's annual audited financial information for the fiscal year ending 06/30/2022. The U.S. Department of Housing and Urban Development's Office of Public and Indian Housing - Real Estate Assessment Center (PIH-REAC) Public Housing Financial Assessment (FASS-PH) Team has reviewed and accepted your submission. During the review the Assessment Team determined that the item(s) indicated below need(s) to be corrected or clarified prior to the submission and acceptance of next year's financial information.

Comments/Questions:

The audited financial submission for FYE 6/30/2022 is conditionally accepted by this Office. Please resolve the issues shown below in your next submission. Failure to address them could result in a rejected submission. If you have any questions, please contact Cheraun Seay at Cheraun.D.Seay@hud.gov or at 202-402-7177. **CONDITIONAL ACCEPTANCE DETAILS:** (1) Please correct the following issues regarding restricted cash in the HCV program: The sum of FDS Line 113 + FDS Line 132 is equal to 0. The sum of FDS Line 511.4 + FDS Line 509.3 + FDS Line 353 is greater than the sum of FDS Line 113 + FDS Line 132.

Failure to correct or address the issues listed above may result in rejection of your next year's financial submission.

If you have any questions about your audited financial submission, please contact your PIH-REAC Financial Analyst, Assessment Manager, or the PIH-REAC Technical Assistance Center at 1-888-245-4860.

Sincerely,

QUINCY RILEY  
PROGRAM MANAGER, FINANCIAL ASSESSMENT SUBSYSTEM - PUBLIC HOUSING AGENCIES  
Office of Public and Indian Housing, Real Estate Assessment Center