



430 Hartsell Ave  
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## Board Of Commissioners

Michael Pimentel, Chairman

Richard Richardson, Vice-Chairman

Joseph DiCesare

Edward Hall

Lorenzo Robinson

Dorothy Sanders

Shelly Asbury

## REGULAR BOARD MEETING

**Monday, April 16, 2018**

Benjamin Stevenson, Executive Director  
Ricardo Gilmore, Esquire

**AGENDA**  
Regular Meeting of the  
Board of Commissioners for  
The Housing Authority of the City of Lakeland, Florida  
**Monday, April 16, 2019 at 6:00 P.M.**  
**LHA Board Room**

**Pledge of Allegiance**  
**Moment of Silence**  
**Establish a Quorum**

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Minutes of the Regular Board Meeting held Monday, March 19, 2018**
- 3. Public Forum**
- 4. Old Business**
- 5. New Business**
- 6. Secretary's Report**
  - Housing and Operations
  - Administration
  - Resolutions
    - 18-1453 – Ratifying contract for Construction Work at Cecil Gober
- 7. Legal Report**
- 8. Other Business**
- 9. Adjournment**

## MINUTES

**The Regular Meeting of  
The Board of Commissioners of the Housing Authority of the City of Lakeland  
On Monday, March 19, 2018  
at the Lakeland Housing Authority, 430 Hartsell Avenue, Lakeland, Florida.**

**LHA Board Members Present:** Michael Pimentel, Chairman  
Richard Richardson, Vice-Chairman  
Edward Hall, Commissioner  
Joseph DiCesare, Commissioner  
Dorothy Sanders, Commissioner

**Secretary:** Benjamin Stevenson  
**Legal Counsel:** Ricardo Gilmore

The meeting was called to order at 6:04 p.m. by Chairman Pimentel.  
The Pledge of Allegiance and a Moment of Silence were observed.  
A quorum was established.

### **APPROVAL OF THE AGENDA**

- Motion to approve and accept the meeting agenda.  
Motion by DiCesare, seconded by Sanders.

### **Votes: Commissioners**

Michael Pimentel – Aye                      Joseph DiCesare – Aye  
Edward Hall – Aye                              Dorothy Sanders – Aye

### **APPROVAL/ACCEPTANCE OF MINUTES**

- The motion to approve and accept the minutes of the Board of Commissioners meeting held on Monday, February 26, 2018 was tabled. Mr. Gilmore advised the Board to table the minutes because of the absence of the two board members that attended the previous meeting. Even though a quorum was present for tonight's meeting, not every person in attendance attended the previous meeting. He suggested if another Board member arrives they can revisit this item later on the agenda.

Commissioner Richardson joined the meeting.

### **FSS GRADUATION**

Ms. Shakia Young, a resident of the Washington Ridge community, completed the requirements of the FSS Program. As a public housing resident, Ms. Young has served on the City-Wide Resident Advisory Board. She also completed her college education by earning a degree from Polk State College. Ms. Young is an entrepreneur with her own computer technology consulting business. She is a mother of two children and successfully completed all her goals while in the FSS Program.

## **APPROVAL/ACCEPTANCE**

The Board revisited the Acceptance/Approval of the Minutes since Commissioner Richardson had joined the meeting.

- Motion to approve and accept the minutes of the Board of Commissioners meeting held on Monday, February 26, 2018.

Motion by Richardson, seconded by Pimentel.

### **Votes: Commissioners**

Michael Pimentel – Aye

Edward Hall –Present

Dorothy Sanders – Aye

Richard Richardson – Aye

Joseph DiCesare – Aye

## **PUBLIC FORUM**

None.

## **OLD BUSINESS**

Response to the Public Forum comments received from Delores Canty. A copy of the written response sent to Ms. Canty was distributed to the Board. Mr. Stevenson indicated that the meeting date on the memo is incorrect. There will be a meeting on April 12, 2018 to resolve the issues with the Home Owner's Association of Lake Ridge. The date of the meeting will be corrected in the response and redistributed.

### **• Sustainability Plan Committee Update:**

There was no Sustainability Plan Review Committee meeting for the month of March 2018. Mr. Stevenson gave brief updates regarding the state of the agency and the various development projects.

## **WEST LAKE**

The HUD closing was completed for Twin Lakes Estates Phase I. The next step will be a real estate closing where all the partners approve their documents and the next day the project will be funded by the investors. This procedure will authorize the Developer Partner to start construction activity with thirty days. Mr. Stevenson indicated they are waiting on HUD to fund the Section 8 vouchers so the residents may begin the relocating off-site. The next step after relocation is demolition of the Phase I site.

The Demo-disposition application for Phase II will be submitted soon.

## **NEW BUSINESS**

None

## **SECRETARY'S REPORT**

Report submitted as written.

### **• Housing/Operations**

Report submitted as written.

- **Administration/Finance**

Ms. Brown gave a thorough overview of the Financial Report.

**LEGAL REPORT**

Mr. Gilmore is going to work on a policy for the commissioners clarifying the use of LHA owned equipment.

**OTHER BUSINESS**

None

The meeting adjourned at 6:35P.M.

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Benjamin Stevenson, Secretary

# **SECRETARY'S REPORT**

## **Secretary's Report**

**April 2018**

### **Williamstown**

The Williamstown project satisfied the HUD requirement to obligate the remaining HOPE VI funds while constructing some affordable housing rental units for senior citizens. LHA completed the draw down the balance of the HOPE VI funds at the end of December 2017. This project also will obligate some RHF funds that are nearing their expiration date. The RHF funds will be obligated and expended by the time construction activity is completed.

The project has a fourteen (14) month construction schedule. The General Contractor started construction activity by clearing the site for vertical construction work in June and laying concrete foundations for the housing units on July 6, 2017. The contractor continues to make extremely good progress with the construction of the units. All of the dwelling units have foundations and framing installed. The contractor has nearly completed installing the color siding on all of the units. Plumbing installation inside the units is progressing well. Construction continues to go well on the community center and the parking lot.

LHA received final approval of the Williamstown project from the HUD-Washington, D.C. office in April 2017. A copy of the HUD approval letter for the Mixed-Finance Evidentiary Documents was included with the Development Report of the May 2017 Board Packet. Staff also previously received HUD approval of the Designated Housing Plan and Site Neighborhood Review documents. This new community will provide forty-eight (48) public housing units for senior citizens age 62 and older. The admission policy includes a preference for veterans.

### **West Lake Phase I**

LHA continues to have meetings with the Developer Partner for the West Lake project. We discussed plans for relocation, demolition, overall master plan, communication with residents, timing of finances and construction schedules as well as developer fees.

LHA and the Developer Partner received notification in July 2017 of the award of \$1.2 million dollars from the Federal Home Loan Bank of San Francisco for Phase I of the West Lake project. This award addresses a funding gap on Phase I, so the Developer requested that LHA transfer the loan of public housing funds to Phase II. It was also requested that LHA provide a commitment letter that obligated the FHLB funds to Phase I. LHA agreed to both requests since it was in the best interest of the project. Copies of both commitment letters were included with the July 2017 Recovery Plan Update.

A design charrette was also held with the residents on June 28, 2017. Residents were shown updated architectural renderings and staff answered questions about the construction schedule and development phases. The Developer and Project Architect were also in attendance to answer questions.

## **Secretary's Report**

**April 2018**

### **Relocation**

On December 21, 2017, the HUD Special Application Center approved the Demolition-Disposition Application for West Lake Phase I. The Relocation Plan for Phase I was submitted to HUD-Miami Field Office on December 22, 2017. LHA requested Section 8 vouchers for the twenty (20) families impacted by the Phase I relocation. The HUD-SAC office approved 19 Section 8 vouchers for Phase I. So, no families will be allowed to split their household and use two vouchers. A copy of the Relocation Plan was included with the May 2017 Board packet. Previously, the Relocation Manager completed a survey of the Phase I residents regarding their preferences for relocation. 100% of the residents have requested a Section 8 voucher for relocation. On January 8, 2018, the Relocation Manager gave 90-Day Notices to persons residing in Phase I.

Staff has started to have weekly Relocation Meetings with the residents of West Lake Phase I. Section 8 and Public Housing staff are in attendance and answered questions from the residents. The residents were given boxes and packing tape so that they could start preparing for their moves. Staff is waiting on HUD to fund the relocation vouchers for Phase I.

LHA is waiting on HUD to fund the relocation vouchers. Staff expects to receive approval on or before April 13, 2018. Once the vouchers are funded, the families may begin moving. LHA has contracted with a moving company to assist the residents with relocating to their new addresses. We are hopeful the families can be relocated within the next 30 days.

### **Demolition**

Demolition of the nine (9) buildings in Phase I can not begin until the families are relocated off site. Staff is discussing turning over a portion (two or three buildings that are vacant) of the Phase I site to the contractor so they may begin remediation/prep work for demolition of the buildings. Construction activity for the Senior Building will begin once demolition is complete.

### **Other Phase I Activities**

The HUD-Jacksonville Field Office approved the Request to Award the Section 8 Project-Based Vouchers to the West Lake Phase I project in July 2017. Basically, the Field Office approved the process whereby the City of Lakeland reviewed the RFP responses and made a recommendation for award of the Section 8 vouchers. The next step was for LHA to submit the Subsidy Layering Review (SLR) documents to HUD-Washington, D.C. for review and approval. The SLR documents were submitted in August 2017. After approval of the SLR, LHA will enter into an Agreement to enter into Housing Assistance Payment (AHAP) contract with the Developer to provide 80 Section 8 project-based vouchers to the project. The AHAP is one of the documents that will be included with the Mixed Finance Evidentiary closing.



## **Secretary's Report**

### **April 2018**

The closing on the HUD documents was completed on March 8, 2018. Previously, LHA received approval of the Site and Neighborhood Review and Subsidy Layering Review documents. Also, LHA received approval from the HUD Grant Manager of the Development Proposal in December 2017. The Development Proposal was submitted to the full Panel in December 2017.

The HUD-SAC Office approved the demo-dispo application for West Lake Phase I on December 21, 2017. A copy of the document was made available at the August Board meeting. A copy of the approval letter included with the January Recovery Plan Update Memorandum. The Phase I Evidentiary Documents were submitted in January 2018 to the HUD Attorney for review and approval. The HUD Attorney had 45 days to review the documents. HUD approved their portion of the closing on March 8, 2018, the Real Estate Closing occurred on March 13, 2018 and Florida Housing Finance Corporation Closing was completed on March 20, 2018. The project was funded on March 21, 2018.

### **West Lake Phase II**

The Developer Partner has received a preliminary award of 4% tax credits for Phase II. We continue to discuss additional financing options to bring in more soft money to support the bonds.

Staff will submit the Demolition/Disposition application for Phase II to the HUD-SAC Office sometime during the first quarter of 2018.

### **West Lake Phase III**

LHA staff met with the Board of Directors for Lakeland Polk Housing Corporation in November 21, 2017. The LPHC Board approved resolutions authorizing LHA to proceed with an application for low income housing tax credits for West Lake Phase III and the Arbor Manor property. Previously, the LPHC Board approved resolutions authorizing LHA to proceed with an application for low income housing tax credits for West Lake Phases I and II as well as the submittal of Mixed Finance Evidentiary documents for the Williamstown project. LHA and the Developer wanted to use LPHC's status as a 501c3 for the applications. The non-profit option provides more points during the application process.

The 2017 application for West Lake Phase III did not receive a favorable lottery number. So, the project was not awarded tax credits during this round. The Developer Partner may apply for 9% tax credits in the next round of funding in 2018. So, a subsequent application for Phases III may be submitted sometime in the fall, if the sequence of events is favorable.

### **Carrington Place a.k.a. Dakota Park**

The tax credits at Dakota Park will be expiring sometime in 2019. There is also a balloon payment of \$345,000 due in the next thirty days to SunTrust Bank. LHA staff has been working with Rubin

## **Secretary's Report**

**April 2018**

Brown, a LHA Financial Advisor, and National Equity Fund to pay off the loan. Pay off of the loan will free up a \$137,000 deferred developer fee payment to LHA. Project closeout funds will be used to pay off the new loan.

### **Investment Partner Activities**

The Investment Partner, Global Legacy Development Group, was selected after a public procurement process was conducted by LPHC. LPHC and the Investment Partner executed a Memorandum of Understanding on February 25, 2018. The two entities will together in cooperation with LHA to identify and pursue development and investment opportunities for the purpose of generating independent non-federal revenue streams. One purpose of the funds will be to provide services for income qualified families in the LHA and LPHC service area. Future funding options include low income housing tax credits, new market tax credits, bond options, affordable housing financing, loan syndication and other partnership ventures.

LHA and the Investor Partner have submitted grant applications on behalf of LPHC with the City of Lakeland Neighborhood Services Program. If awarded, the grant funds will be used for a homeownership counseling program.

LHA is also looking at ways to generate startup funding for partnership activities. So, staff is exploring the possibility of a working capital line of credit with a local financial institution. The working capital will be used to assist with relocation costs overruns associated with West Lake Phase I, potential staffing/administrative shortfalls associated with disposition of housing units at West Lake, and project development activities for LPHC. The line of credit would be paid off at the closing of project. Payments will be made using proceeds from the loan until a project closes. Staff is looking at completing the financial closing of a development project sometime towards the end of this year.

### **Annual Budget/Agency Update**

The LHA Recovery Plan has been completed. Now, staff needs to maintain the strategies that were established and implemented under the plan. Previously, an updated memorandum on Recovery Plan activities was a standard part of the Board agenda. Staff created a Sustainability Plan to provide strategies for sustaining the agency on a long-term basis. The Sustainability Plan was approved by the LHA Board of Commissioners at the January 2018 meeting. Unlike the Recovery Plan, the Sustainability Plan was not required to be submitted to HUD for review or approval. Since a monthly Sustainability Plan update is not required to be submitted to the HUD Field Office, the Secretary Report and Sustainability Plan update are now combined into one report. That is, Sustainability updates are now included with this Secretary Report.

## **Secretary's Report**

### **April 2018**

The Board also agreed to rename the Recovery Plan Review Committee to the Sustainability Review Committee. The committee continues to serve the same function of reviewing LHA financial stability and reports received from staff.

A copy of the draft 2018 Annual Budget was distributed to the Board at the September 2017 meeting. The budget was discussed in detail at a Budget Workshop with LHA Commissioners held on October 3, 2017. The Budget was presented for approval at the November 2017 Board meeting. The Board approved the Budget.

### **Agency Plan**

LHA staff drafted the 2018 Agency Plan in June 2017. Copies were being distributed to the Board along with July 2017 Board packet. Copies of the document were made available for review and comment by the Resident Advisory Board and general public for 45 days. Locations where physical copies of the Plan were made available included LHA, the Larry Jackson Library and the City of Lakeland. A copy was also available on the LHA website. LHA staff held public meetings with the RAB and the general public to discuss their comments regarding the Plan on July 6<sup>th</sup> and July 20, 2017. Members of the RAB were given an overview of the revisions and updates to last year's Plan. A Public Hearing with the general public was held on July 24, 2017. All of the meetings were held in the LHA Boardroom. The Plan was submitted to the LHA Board for approval at the August 2017 meeting. It was submitted to HUD in October 2017.

The HUD-Jacksonville Office sent written approval of the 2017 Agency Plan in December 2016. LHA staff anticipates a similar time frame for approval of the 2018 document. A copy of the HUD Approval Letter for the 2017 Agency Plan was included with the December 2016 Board packet. Staff is still waiting on HUD approval of the 2018 Agency Plan.

### **Other Activities**

I continue to serve on the Age Friendly Lakeland committee. This is a steering committee that is looking for ways to provide services for local senior citizens. The members include Mayor Mutz and other senior City staff and representatives from the medical profession. LHA used its 15-passenger bus to transport the committee members to preview the Clearwater Aging Well Center.

I had an introductory meeting with City of Lakeland City Commissioner Michael Dunn. Mr. Dunn is the commissioner for the Southwest District which includes LHA, West Lake and John Wright. We discussed affordable housing and other issues in the city of Lakeland.

I continue to work with FAHRO President Debbie Johnson, William Russell, Executive Director of Sarasota Housing Authority and FAHRO Legal Council on the Rent Reform Proposal for Congress. Previously, Timothy Wilt, Senior Legislative Aide to Congressman Dennis Ross indicated he was

## **Secretary's Report**

**April 2018**

very impressed with the FAHRO's proposal and it was very similar to what Congressman Ross and Speaker of the House Paul Ryan were proposing. He incorporated some of FAHRO's comments into the pending draft of the legislation that will be presented to Congress. Now, FAHRO is working on getting bipartisan support of the pending legislation. So, I will be participating in meetings with elected officials and community leaders in Hillsborough and Pinellas Counties over the next few weeks.

I met again with Brian Seeley of Gospel, Inc. He represents a local group that is interested in building micro-housing for the homeless. They are sponsoring a trip to Austin, Texas to study this issue. I was referred to Mr. Seeley by Mayor Mutz. The trip has been scheduled for the first week in May.

Respectfully submitted,

*Benjamin Stevenson*

Secretary

# **AFFORDABLE HOUSING REPORT**

**◀ Housing Report**

**◀ FSS & Resident Activities**

# Affordable Housing Department

## Board Report

### April 2018

- **Public Housing (PH), Housing Choice Voucher (HCV), Family Self-Sufficiency (FSS), Resident Activities and West Lake Management Communities Reports**
  - Housing communities reports
    1. West Lake
    2. West Lake Addition
    3. Cecil Gober
    4. John Wright Homes
    5. Carrington Place (Formerly known as Dakota Apartments)
    6. Renaissance/Washington Ridge
    7. Villas at Lake Bonnet
    8. Colton Meadow
    9. The Manor at West Bartow
  - Housing Choice Voucher Program
    1. Intake & Occupancy Report
    2. Housing Choice Voucher report
  - ROSS Family Self-Sufficiency Programs and Resident Activities
- **Updates for the month of March:**

#### **FY 2018 Omnibus Appropriations Bill In-Depth: Public Housing**

**Mar 22, 2018**

Congress has passed and the President has signed the FY 2018 omnibus spending package, which contains \$63 billion in additional funding for domestic programs and a 10 percent increase in spending for the Department of Housing and Urban Development.

Overall, the Transportation-HUD (T-HUD) appropriations bill did very well, with a 24 percent increase. The increase in T-HUD spending was reflected in the HUD budget, which received a 10 percent increase compared to FY 2017. The additional funding resulted in funding increases for nearly every single program in the HUD portfolio.

#### **Public Housing Operating Fund**

The omnibus provides \$4.55 billion to support the operation and management of public housing. This is \$150 million more than funding for FY 2017, \$50 million more than what was proposed by the Senate, \$150 million more than the House bill and \$650 million more than what was proposed by the President's FY 2018 budget request. According to HUD's Congressional Justifications, funding provided by the Senate bill would be sufficient to fund 94 percent of public housing agencies' (PHAs) anticipated formula eligibility - although this may change as the year progresses and HUD provides PHAs with true-ups to account for underfunding in January, February, and March. The Senate bill recognizes the challenges of operating a calendar year program with fiscal year appropriations; as a result, the bill would continue to extend the period of availability of Operating Funds from one year to two years. The omnibus does not include any of the policy proposals contained in the President's 2018 budget, including the implementation of mandatory minimum rents, elimination of utility reimbursements, or rental increases.

Report language from the Senate notes the Committee's concern that HUD's methodology for calculating formula income and utility expenses for PHAs does not reflect local trends and conditions for many PHAs.

### **Exemption from Asset Management**

As in past years, the omnibus contains language-exempting PHAs that own and operate 400 or fewer public housing units from asset management requirements in connection with the Operating Fund rule. Congress has elected to continue this exemption each year since the language was first introduced.

### **Public Housing Capital Fund**

The omnibus provides \$2.75 billion for the Capital Fund, \$808.5 million more than FY 2017 funding. The omnibus includes \$2.122 billion more than the President's 2018 budget, \$805 million more than the Senate bill, and \$900 million more than the House bill. Funding for the Capital Fund still remains lower than the \$3.4 billion annual accrual baseline established by HUD's 2010 Capital Needs Assessment.

The omnibus once again includes the hard-fought language requiring HUD to notify PHAs of their formula allocation within 60 days of enactment. In years past, the processing and awarding of Capital Fund Program grants was significantly delayed relative to the timing of the appropriations acts.

The omnibus report language directs HUD to provide a report to Congress within 180 days of enactment of the omnibus that details policy and regulatory changes that would allow for increased use of the public housing mortgage program.

### **Capital Fund Set-Asides**

*Emergency Capital Needs:* The omnibus provides \$21.5 million for grants to PHAs for emergency capital needs resulting from unforeseen or unpreventable emergencies and natural disasters, excluding presidentially declared emergencies and natural disasters under the Robert T. Stafford Disaster Relief and Emergency Act. This includes a set-aside of \$5 million reserved for safety and security emergencies. This is level with FY 2017 funding.

*Jobs-Plus Initiative:* The omnibus provides \$15 million directly for Jobs-Plus, level with FY 2017. The direct funding is not limited to providing "incentives" to participants, meaning that it can also be used to support the service component of the program.

*Resident Opportunities and Self-Sufficiency (ROSS):* The omnibus provides \$35 million for ROSS, level with FY 2017 funding. The President's 2018 budget proposed eliminating funding for the program.

*REAC and Receiverships:* The omnibus provides \$8.3 million for Public Housing Financial and Physical Assessment activities, \$1.7 million less than FY 2017 funding. The Senate bill would also provide \$1 million for the cost of administrative and judicial receiverships.

### **Public Housing Subsidy Flexibility**

The omnibus carries forward the FY 2015 Appropriations provision increasing the limit on fungibility for PHAs with 250 or more units of public housing to transfer up to 25 percent of their annual Capital Fund grant to operations. Through the Housing Opportunity Through Modernization Act of 2016 (HOTMA), PHAs are also allowed to transfer 20 percent of their operating subsidy to their capital fund grant. The omnibus does not include the provision that would allow all PHAs to have full fungibility between Operating and Capital Funds that was included in the President's 2018 budget.

As in previous years, the omnibus provides HUD the authority to waive the transfer limit to fund activities related to anticrime and antidrug activities, including the costs of providing adequate security for Public Housing residents such as above-baseline police service agreements.

Small agencies retain their flexibility to make fungible 100 percent of their annual grants.

### **Physical Needs Assessments**

As in previous years, the omnibus prohibits HUD from requiring or enforcing the Physical Needs Assessment for all PHAs.

Report language included in the House bill requires HUD to submit a report to Congress on potential changes to the Public Housing Assessment System (PHAS) for PHAs that operate 550 or less combined public housing units and Section 8 vouchers, taking into consideration physical inspections and an annual financial assessment based on current assets and liabilities.

### **Small Agency Relief**

Report language from the Senate directs HUD to report to the House and Senate Committees on Appropriations with recommendations for statutory and regulatory relief for small- to medium-sized PHAs within 120 days of enactment of the Act. Furthermore, report language notes that the Committee “urge[s] HUD to eliminate excessive paperwork and administrative requirements and develop opportunities that achieve new efficiencies in management and operations for small public housing agencies.”

### **Family Self-Sufficiency (FSS)**

The omnibus maintains level funding for the FSS program at \$75 million, and like previous Appropriations Acts, allows owners of multifamily Section 8 project-based rental assistance (PBRA) to fund coordinators out of their residual receipts.

### **Rental Assistance Demonstration (RAD)**

The omnibus expands the current 225,000-unit cap on Public Housing conversions to 455,000 units and changes the September 30, 2020 deadline for submission of RAD applications under the first component to September 30, 2024, in essence doubling the RAD program. Both the Senate bill and the president’s 2018 budget proposed eliminating the cap on conversions as well as the deadline for the submission of RAD applications under the first component. The House bill did not propose raising the cap.

### **Choice Neighborhoods Initiative**

The omnibus provides \$150 million for the Choice Neighborhoods Initiative, \$12.5 million more than FY 2017 funding, \$100 million more than the Senate bill and \$130 million more than the House bill. The President’s budget would have eliminated funding for Choice Neighborhoods.

Importantly, the omnibus also includes language that requires not less than \$75 million of the total Choice Neighborhoods funding to be awarded to PHAs. The omnibus also allows for no more than \$5 million to be provided as grants to undertake local planning with input from residents and the community.

Language also allows HUD to obligated any available unobligated balances made available under Choice Neighborhoods until September 30, 2018.

### **PHA Employee Compensation**

The omnibus once again includes language prohibiting PHAs from using any Tenant-Based Voucher, Operating Fund, or Capital Fund dollars to pay any amount of salary above the base rate of pay for level IV of the Executive Schedule for FY 2018, or \$164,200. This restriction includes salary as well as bonuses or other incentive pay. This provision affirms a policy, which is already in place, since the FY 2015 bill extended the restrictions to all future appropriations acts.

### **Inspections of Public Housing Dwelling Units**

The omnibus includes language that prohibits any funding provided through this Act to be used toward interfering with State and local inspections of public housing dwellings.

### **Affirmatively Furthering Fair Housing**

Like the 2017 Appropriations Act, the omnibus would prohibit HUD from using any funds to direct grantees to undertake specific changes to existing zoning laws as a part of the “Affirmatively Furthering Fair Housing” (AFFH) Final Rule or the Assessment of Fair Housing (AFH) Tools.



## **FY 2018 Omnibus Appropriations Bill In-Depth: Section 8 Programs**

**Mar 22, 2018**

Congress has passed and the President has signed the FY 2018 omnibus spending package, which contains \$63 billion in additional funding for domestic programs and a 10 percent increase in spending for the Department of Housing and Urban Development.

Overall, the Transportation-HUD (T-HUD) appropriations bill did very well, with a 24 percent increase. The increase in T-HUD spending was reflected in the HUD budget, which received a 10 percent increase compared to FY 2017. The additional funding resulted in funding increases for nearly every single program in the HUD portfolio.

It also highlights important language included in the omnibus report. Report language included in the Senate and House FY 2018 spending bills also continue to apply, unless superseded by language in the omnibus report.

Major Section 8-related items in the budget include:

- \$19.6 billion for Housing Assistance Payments renewals, a \$1,245 million increase from the FY 2017 enacted budget.
- \$1.73 billion for administrative fees for the Housing Choice Voucher program, an increase of \$90 million from the FY 2017 enacted budget. \$11.515 billion for the project-based rental assistance account--an amount that is a \$699 million increase from the FY 2017 enacted budget.

### **Tenant-Based Rental Assistance (TBRA)**

*Housing Choice Voucher (HCV) Housing Assistance Payments (HAP):* The omnibus includes \$19.6 billion for HAP renewals. This is an increase of \$1,245 million from the FY 2017 enacted budget. At this time, NAHRO believes that this represents full funding (i.e., a 100 percent proration) of this account.

*HAP Renewal Formula:* The omnibus calls for HAP renewal funding based on validated calendar year (CY) 2017 voucher management system (VMS) leasing and cost data adjusted by an inflation factor set by the Secretary. Enacted budgets have used a formula which bases renewals on actual HAP costs and utilization since 2007.

*HAP Set-Aside Funds:* The omnibus allocates \$85 million for HAP set-aside funding to four categories: (1) PHAs that experience a significant increase in renewal costs of vouchers resulting from unforeseen circumstances or from portability; (2) vouchers that were not in use during the 12-month period in order to be available to meet PBV commitments; (3) costs experienced with HUD-VASH vouchers; and (4) PHAs that would be required to terminate rental assistance despite taking cost-saving measures.

*NRA/HUD-Held HAP Reserves Offset:* The omnibus authorizes HUD to offset PHAs' CY 2018 allocations based on the excess amounts of PHAs' net restricted assets accounts, including HUD-held programmatic reserves (in accordance with VMS data in calendar year 2017 that is verifiable and complete). PHAs participating in the Moving to Work (MTW) demonstration would also be subject to the offset.

*HUD-VASH:* The omnibus allocates \$40 million for new HUD-VASH vouchers. HUD will make the funding available to PHAs that partner with eligible United States Department of Veterans Affairs (VA) Medical Centers or other entities based on geographical need, PHA administrative performance, and other factors. The FY 2017 enacted budget allocated \$40 million for HUD-VASH vouchers also. Additionally, the omnibus allocates \$5 million for HUD-VASH renewals "to serve Native American veterans that are homeless or at-risk of homelessness living on or near a reservation or other [Native American] areas."

*Family Unification Program:* The omnibus allocates \$20 million for new Family Unification Program (FUP) vouchers. This bill directs any PHA that determines that it no longer has an identified need for FUP assistance from prior acts to notify HUD, which will recapture that assistance. The Department is then instructed to reallocate the award of these vouchers to PHAs based on need for voucher assistance in connection with the Family Unification Program.

*ACC Caps:* The omnibus maintains the ACC Caps, restricting non-MTW PHAs from expending HAP to fund any unit months exceeding the PHA's authorized number of units under contract. MTW agencies are governed by the terms and conditions of their contract. The FY 2017 enacted budget also included this provision.

*Tenant Protection Vouchers:* The omnibus would provide \$85 million for the first-time funding of Tenant Protection Vouchers (TPVs)--a \$25 million decrease from the FY 2017 enacted budget levels. These TPVs are to be used for the following: (1) relocation and replacement of public housing units that are demolished or disposed; (2) conversions of section 23 projects; (3) the Family Unification Program; (4) witness relocation; (5) enhanced vouchers; (6) HOPE VI; (7) Choice Neighborhoods; (8) mandatory and voluntary conversion of public housing; and (9) tenant protection assistance for elderly residents of properties formerly assisted under Section 202.

*Ongoing Administrative Fees:* The omnibus allocates \$1.730 billion for ongoing administrative fees, a \$90 million increase from the FY 2017 enacted levels. *Additional Administrative Fees:* The omnibus allocates up to \$30 million in additional administrative fees, which would be available to PHAs that need additional funding to administer their HCV program, including fees associated with tenant protection rental assistance, disaster-related vouchers, HUD-VASH, and other special purpose incremental vouchers.

### **Project-Based Rental Assistance (PBRA)**

*Project-Based Rental Assistance:* The PBRA program assists approximately 1.2 million extremely low- to low-income households in obtaining decent, safe, and sanitary homes. The FY 2018 omnibus allocates \$11.515 billion for the project-based rental assistance account--an amount that is a \$699 million increase from the FY 2017 enacted budget. The omnibus provides \$11.515 billion for contract renewals of which \$285 million may be used for contract administrators. Additionally, HUD may use "project funds held in residual accounts, unobligated balances, including recaptures, and carryover for program activities."

The Department is also directed by Congress to provide quarterly reports to the House and Senate Committees on Appropriations on projects with deficient or unsatisfactory scores within the last 3 years and HUD's plans to remedy those defects.

Congress also finds that HUD's cancellation of the two solicitations to procure Performance-Based Contract Administrator services on a competitive basis appropriate. Congress directs HUD to submit a report to the House and Senate committees a report within 90 days of enactment on the staffing and funding requirements in the Office of Multifamily Housing Programs and the Office of the Chief Procurement that would be necessary for a state-by-state contracting methodology.

### **Other Policy Provisions**

*Student Rule:* The omnibus counts as income, for the purposes of determining Section 8 eligibility, any assistance from private sources, or an institution of higher education, in excess of amounts received for tuition and any other required fees, except for a person over the age of 23 with dependent children. This provision also states restrictions on students receiving section 8 funding.

*Repealing Duplicative Provisions:* The omnibus contains a section repealing language in a past continuing resolution, which allowed HUD to make temporary adjustments to Housing Choice Voucher Program HAP and administrative fee allocations for PHAs in Presidentially-declared disaster areas in 2017 or 2018. According to report language, Congress felt that this was duplicative Section 8 flexibility (i.e., that HUD already had this authority absent this language).

## **FY 2018 Omnibus Appropriations Bill In-Depth: Community Development Programs**

**Mar 22, 2018**

Congress has passed and the President has signed the FY 2018 omnibus spending package, which contains \$63 billion in additional funding for domestic programs and a 10 percent increase in spending for the Department of Housing and Urban Development.

Overall, the Transportation-HUD (T-HUD) appropriations bill did very well, with a 24 percent increase. The increase in T-HUD spending was reflected in the HUD budget, which received a 10 percent increase compared to FY 2017. The additional funding resulted in funding increases for nearly every single program in the HUD portfolio.

### **Community Development Fund**

For FY 2018, the omnibus provides \$3.365 billion for the Community Development Fund. Of that amount, \$3.3 billion would be used for carrying out the Community Development Block Grant (CDBG) program, a \$300 million increase over FY 2017. As common practice, the omnibus sets aside \$65 million for the Indian Community Development Block Grant (ICDBG) program, a \$5 million increase over FY 2017. *Affirmatively Furthering Fair Housing:* The omnibus prohibits the use of funds to direct a grantee to undertake specific changes to existing zoning laws as part of carrying out the final rule entitled, "Affirmatively Furthering Fair Housing" or the notice entitled, "Affirmatively Furthering Fair Housing Assessment Tool."

### **Section 108 Community Development Loan Guarantee Program**

For FY 2018, the omnibus provides a Section 108 loan guarantee level of up to \$300 million and continues language-requiring HUD to use borrower fees to cover the credit subsidy costs of operating the program.

### **HOME Investment Partnerships Program (HOME)**

The omnibus provides HOME with \$1.362 billion for FY 2018, a \$412 million increase over FY 2017.

### **Self-Help Homeownership Opportunity Program (SHOP)**

Congress rejected the President's request to eliminate SHOP. The omnibus provides \$54 million for the SHOP account, \$3 million above FY 2017. Of that amount, \$10 million would be reserved for the SHOP program, \$35 million for Section 4 capacity building activities, another \$5 million for rural capacity building activities, and \$4 million to rehabilitate and modify homes of disabled or low-income veterans.

*Home Rehabilitation and Modification Pilot Program for Disabled or Low-Income Veterans:* The omnibus report language dictates that once the FY 2018 appropriations act is enacted, HUD must publish the NOFA within 30 days and funds awarded within 180 days.

### **Homeless Assistance Grants (HAG)**

For FY 2018, the omnibus provides \$2.513 billion to fund the Homeless Assistance Grants account, \$130 million above FY 2017 enacted. The omnibus reserves at least \$270 million be available for the Emergency Solutions Grant (ESG) program and at least \$2.106 billion for the Continuum of Care (CoC) and Rural Housing Stability Assistance programs, and up to \$7 million for the national homeless data analysis project.

The \$2.513 billion also includes up to \$50 million for rapid rehousing projects and supportive service projects providing coordinated entry and for eligible activities that are critical in order to assist survivors of domestic violence, dating violence, and stalking; up to \$7 million for the national homeless data analysis project; and up to \$80 million for projects in up to 25 communities, including up to 8 rural communities, to demonstrate how a comprehensive approach to serving homeless youth can reduce youth homelessness, of which up to \$5 million shall be for technical assistance on youth homelessness, and the collection, analysis, and reporting of data and performance measures under the comprehensive approaches to serve homeless youth.

### **Housing Opportunities for Persons with AIDS (HOPWA)**

The omnibus would provide \$375 million for the HOPWA program, an increase of \$19 million over FY 2017.

### **CPD Formula Allocations**

The omnibus includes language first introduced by NAHRO requiring HUD to notify grantees of their CDBG, HOME, HOPWA, ESG formula allocations within 60 days of enactment of the Act

### **Section 202 – Housing for the Elderly**

The omnibus provides \$678 million for the Section 202 Housing for the Elderly program, \$175.6 million above FY 2017 funding. \$105 million is to be used for capital advance and project-based rental assistance awards, and \$90 million for service coordinators and continued congregate service grants for residents.

### **Section 811 – Housing for Persons with Disabilities**

The omnibus provides \$229.6 million for the Section 811 Housing for Persons with Disabilities program, \$83.4 million above FY 2017. \$82.6 million for capital advance and project rental assistance.

### **United States Interagency Council on Homelessness (USICH)**

The omnibus provides \$3.6 million for USICH operating expenses and also extends USICH's sunset date by two years to October 1, 2020.

### **Neighborhood Reinvestment Corporation (NeighborWorks)**

The omnibus funds NeighborWorks with \$140 million and requires \$5 million to be used for a multi-family rental-housing program.

## Low Income Housing Tax Credit

In addition to increased HUD funding, the omnibus also contains two key provisions from the Affordable Housing Credit Improvement Act (S. 548, H.R. 1661). The bill increases the allocation by 12.5 percent for 4 years and allows for income averaging.

## Public Housing PIC Reporting Percentage

All Housing Authorities are required to submit information to HUD through the PIH Information Center (PIC). All transactions processed on the Public Housing Program are submitted on a monthly basis to PIC. HUD requires a monthly reporting rate of 95%. Below is our current reporting rate for the Public Housing program:

Effective Date	Public Housing	Date Collected
03/31/2018	99.67%	04/09/2018

## REAC Inspections

- Renaissance obtained a score of 80.
- Hampton Hills Homes obtained a score of 86.
- AMP 1 obtained a score of 70.

Program type : **Public Housing**

Level of Information : **Housing Agency within State FL**

Effective Dates Included : **December 01, 2016 through March 31, 2018**

*NOTE: Percentages in each area may not total 100 percent due to rounding.*

### Race/Ethnicity

#### *Distribution by Head of Household's Race as a % of 50058 Received*

HA	White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
FL	39	60	0	0	0	0	0	0	0
FL011 - LAKELAND	25	75	0	0	0	0	0	0	0

#### *Distribution by Head of Household's Ethnicity as a % of 50058 Received*

HA	Hispanic or Latino	Non - Hispanic or Latino
FL	28	72
FL011 - LAKELAND	21	79

## Housing Choice Voucher Program

### Waiting Lists

#### Tenant-Based Waitlist

The tenant-based waiting list is currently closed.

#### Project-Based Waitlist – The Manor at West Bartow

The Manor at West Bartow waiting list is continuously open.

#### Project-Based Waitlist – Villas at Lake Bonnet

The Villas at Lake Bonnet waiting list is continuously open.

### Program Information

#### Port Outs

LHA currently has nineteen (19) port-outs in the month of March 31. Port outs are clients that use their voucher in another jurisdiction.

#### Port Ins

LHA currently has eighty (80) active port ins for the month of March 31. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

#### Lease-up & Movers

As of March 31, 2018, Lakeland Housing Authority issued twenty-four (24) vouchers to movers. We received twelve (12) Requests for Tenancy Approvals during the month of March. We processed zero (0) initial move-in, and two (2) port-in.

#### Active Clients

As of March 31, 2018, LHA is servicing 1277 families on the Housing Choice Voucher program.

Program	Total Vouchers
• Regular Vouchers & Project Based Vouchers	1021
• Mainstream	43
• VASH	60
• Tenant Protection	54
• Port Out	19
• Port In	80
<b>Total</b>	<b>1277</b>

## EOP – End of Participation

LHA processed one (1) EOP's with a date effective the month of March 2018. Below are the reasons for leaving the program:

Reason	Count
• Termination – Criminal	0
• Termination – Unreported income and/or family composition	4
• Left w/out notice	0
• No longer need S/8 Assistance	0
• Deceased	0
• Landlord Eviction	0
• Lease and/or Program Violations non-curable	2
<b>Total</b>	<b>6</b>

## PIC Reporting Percentage

All Housing Authorities are required to submit information to HUD through the PIH Information Center (PIC). All transactions processed on the Housing Choice Voucher Program are submitted on a monthly basis to PIC. HUD requires a monthly reporting rate of 95%. Below is our current reporting rate for the Housing Choice Voucher program:

Effective Date	HCV	Date Collected
03/31/2018	97.55%	04/09/2018

## General information and activities for the month of March 2018

- The Housing Choice Voucher Department processed one hundred one (101) annual certifications and forty five (45) interim certifications.
- The Inspections Unit conducted a total of twenty two (22) inspections.
- A total of eight (8) informal hearings were processed during this month.

<b>RECEPTION MONTHLY REPORT 2018</b>			
<b>VISITOR'S COUNT RFTA INTERIM CHANGE</b>			
January	1,315	12	43
February	830	16	95
March	1,048	12	45



Reports from the Communities

1. West Lake
2. West Lake Addition
3. Cecil Gober
4. John Wright Homes
5. Carrington Place (Formerly known as Dakota Apartments)
6. Renaissance/Washington Ridge
7. Villas at Lake Bonnet
8. Colton Meadow
9. The Manor at West Bartow

Item	West Lake	West Lake Addition	Cecil Gober	John Wright	Carrington Place	Renaissance	Villas Lake Bonnet	Colton Meadow	Manor at West Bartow
<b>Occupancy</b> <b>99.30%</b> <b>averaged</b>	<b>100%</b>	<b>99%</b>	<b>98%</b>	<b>100%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>	<b>100%</b>	<b>97%</b>
Down units due to modernization /Insurance						3-Fire-Just received the money from the insurance company.			
Vacant units	0	2	1	0	1	3	1	0	4
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Lovett Johnson	Lovett Johnson	Jeannette Albino	Gladys Delgado	Lisa Peardon

## **Resident Services March 2018**

### **West Lake Apartments**

Our Computer Lab is open daily, Monday thru Thursday from 10:00am – 2:00pm. It is also open upon request of the residents.

### **Job Search/Florida ACCESS Center**

The Job Search/Florida ACCESS Center continues to provide the opportunity for residents, especially West Lake residents, who are unemployed or underemployed to utilize the computers to search for employment. These same computers are also available for residents to complete the Children and Families Services Florida ACCESS new and/or recertification applications (for eligibility review) to receive food stamps and/or cash assistance.

### **FSS 1<sup>st</sup> Quarter Workshop**

This workshop was focused on home ownership. Mr. Anthony Thomas from Solita's House was our guest speaker. He gave the participants valuable information as to how to work on increasing their credit score and the steps to working toward home ownership. We also celebrated our graduate Shakia Young for successfully completing her contract.

### **Sr. Trip to Strawberry Festival**

Mr. Simpkins drove our seniors to the Strawberry Festival, the day was perfect sunny and warm. They walked the fairgrounds, enjoyed the live shows and feasted on homemade strawberry shortcakes 😊.

### **Second Annual Gig on the Grass**

The Gig this year was a success; we had a total of 37 vendors. Feeding America came out and gave away 200 food boxes. The University of Florida Master Gardener Team came out and gave away vegetable plants (eggplant, tomatoes, green beans & kale) with instructions as to how to grow them. We had on stage performances by our residents, 25 Raffles giveaways inclusive of 2 bicycles.

### **Five Wishes**

Corner Stone Hospice came out and did the Five Wishes presentation. She talked to our residents about the importance of a will. They discussed the brochure, which serves as a legal document. She explained about last wishes, the do not resuscitate provision and the importance of communicating with the person you designate to represent you in this very difficult time.

### Upcoming Events

April 16th  
Sr. Trip to Aquarium  
Tampa, FL

April 30<sup>th</sup>  
March & April Birthday Celebration  
Gober Villas

### **Resident Opportunity and Self-Sufficiency (ROSS)**

March 2018

The Resident Opportunity and Self-Sufficiency Grant's primary purpose is to provide for the provision of a Service Coordinator to coordinate various supportive services and other activities identified as a need of the ROSS Grant participants. This is a referral-based program aimed to connect participants to various community services that will assist them in reaching their goals.



Activities and Events:

- Attended the FSS Agency Connection meeting with community partners on 03/2.
- Attended the FSS Graduation and Homebuyer Education Workshop. ROSS participants were invited to attend.
- Attended LHA's Gig on the Grass, networked with several agencies that were in attendance.
- Relocation efforts are in full swing. Families have been issued a few boxes and been briefed on the Housing Choice Voucher program. They are preparing to move.
- The computer lab is open for clients to use for Job Search and various Social Service Applications

Respectfully,

*Carlos R. Pizarro An*

Carlos R. Pizarro An, Vice-President of Affordable Housing



# **ADMINISTRATION REPORT**

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie Brown, VP of Administration

DATE: April 11, 2018

RE: March 2018 Financial Statements

I have attached the Statements of Operations, Balance Sheets and Cash Flows for period ending March 25, 2018 for the following entities:

1. Central Office Cost Center (COCC)
2. Housing Choice Voucher Program (Section 8)
3. Public Housing Program (AMP 1)
4. Dakota Park Limited Partnership, LLLP
5. Renaissance at Washington Ridge, Ltd., LLLP
6. Colton Meadow, LLLP
7. Bonnet Shores, LLLP
8. West Bartow Partnership, Ltd., LLLP
9. Hampton Hills (AMP 4)
10. YouthBuild

These statements are unaudited and compiled from LHA Finance.

*Valerie Brown*

Valerie Brown, PMP  
VP of Administration  
Lakeland Housing Authority



## Monthly Statement of Operations Narrative Summary Report

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**RE: For the current month and two months (Year to Date) ended March 25, 2018**

### Summary report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):
  - A. COCC has a Net Operating Income (NOI) of \$10,982 for the year.
2. Section 8 Housing Choice Voucher (HCV) Program:
  - A. HCV Administration has a NOI of \$203,850 for Program Administration and -\$40,737 for Housing Assistance Payment (HAP).
3. Public Housing (AMP 1: WestLake Apartments, John Wright Homes and Cecil Gober Villas):
  - A. NOI is \$15,311.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place:
  - A. Carrington Place's NOI is \$30,832. Note that the cause for the increase in NOI is due to insurance claims filled during Hurricane Irma.
5. Renaissance at Washington Ridge LTD., LLLP:
  - A. NOI is \$164,351 before depreciation. Insurance proceeds from Hurricane Irma and fire damaged units was also a contributing factor for the increase in NOI.
6. Colton Meadow LLLP:
  - A. The NOI for Colton Meadow is \$23,832 before depreciation.
7. Bonnet Shores LLLP:
  - A. Villas at Lake Bonnet's has a NOI of \$5,393 before depreciation for year-to-date.
8. The Manor at West Bartow:
  - A. The property has a NOI of \$28,196 before depreciation.
9. Hampton Hills
  - A. This property has a NOI of -\$65,699.
  - B. Negative NOI is due to the sale of two homes in during the first quarter of 2018. The loss was recorded to document the transfer of the house to the homebuyer.
10. YouthBuild
  - A. YouthBuild has a NOI of -\$16,692. The negative NOI is due to timing of the grant reimbursement from the Department of Labor.

Conclusion: Eight (8) of the ten (10) properties have positive NOI. Staff continue to develop strategies for long term viability of the other two (2) properties.



**Lakeland Housing Authority  
Central Office Cost Center  
Statement of Operations  
For the Current Month and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	-	807.96	(807.96)	-100.00%	1	1,758	2,424	(666)	-27.47%	9,696
Public Housing & Sec 8 Management Income	36,825	28,583	8,242	28.83%	1	94,188	85,750	8,438	9.84%	343,000
Other Income	27,777	35,183	(7,406)	-21.05%	2	81,121	105,548	(24,427)	-0.23	422,193
Grants Salary Cont.(YB-Director)	5,067	1,000	4,067	406.73%		15,202	3,000	12,202	406.73%	12,000
<b>Total Revenue</b>	<b>69,669</b>	<b>65,574</b>	<b>4,095</b>	<b>6.25%</b>		<b>192,270</b>	<b>196,722</b>	<b>(4,453)</b>	<b>-2.26%</b>	<b>786,889</b>
Tenant Services	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Administrative Expenses	59,722	60,404	(682)	-1.13%	3	167,661	181,213	(13,552)	-7.48%	724,852
Utility Expense	143	520	(376)	-72.40%	3	330	1,559	(1,229)	-78.85%	6,234
Maintenance Expense	1,852	1,019	833	81.80%	4	9,655	3,057	6,598	215.85%	12,227
General Expenses	812	895	(83)	-9.31%	3	2,436	2,686	(250)	-9.31%	10,745
Financing Expenses	-	-	-			-	-	-		-
Total Expense before depreciation	62,530	62,838	(308)	-0.49%		180,081	188,515	(8,433)	-4.47%	754,058
<b>Operating Income (Loss) before Depreciation</b>	<b>7,139</b>	<b>2,736</b>	<b>4,404</b>	<b>160.96%</b>		<b>12,188</b>	<b>8,208</b>	<b>3,981</b>	<b>48.50%</b>	<b>32,830</b>
Depreciation	402	402	0	0.00%		1,206	1,206	0	0.00%	4,824
<b>Total Expense</b>	<b>62,932</b>	<b>63,240</b>	<b>(308)</b>	<b>-0.49%</b>		<b>181,287</b>	<b>189,721</b>	<b>(8,433)</b>	<b>-4.45%</b>	<b>758,882</b>
<b>Net Operating Income (Loss)</b>	<b>6,737</b>	<b>2,334</b>	<b>4,403</b>	<b>188.68%</b>		<b>10,982</b>	<b>7,002</b>	<b>3,981</b>	<b>56.85%</b>	<b>28,006</b>

Comments

- 1 Variance for the period is due to timing of income.
- 2 Variance for the period is due to timing of the administrative fees.
- 3 Variance reflects expenses less than the budget.
- 4 Variance is due to costs associated with the migration to Office 365.

**Lakeland Housing Authority**  
**Central Office Cost Center**  
**Balance Sheet**  
**March 25, 2018**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	7,913.51
Cash-Payroll	57,692.41
Total Unrestricted Cash	<u>65,605.92</u>
Claim on Cash	-58,448.56
TOTAL CASH	<u>7,157.36</u>
ACCOUNTS AND NOTES RECEIVABLE	
Cash - Vending	3,084.50
Cleared Interfund Account	-138,938.00
Due from Public Housing General	62,776.08
A/R - ROSS/HUD	833.33
Due from Hampton Hills	330.00
Due from Dakota Park Non-ACC	330.00
Due from Renaissance FAM Non ACC	330.00
A/R - Youthbuild DOL	3,241.39
A/R - Capital Fund Grants/HUD	31,281.68
Due from Development-Williamstown	29,632.00
Due from Section 8 HCV	-1,500.00
TOTAL DUE FROM	<u>-8,599.02</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-8,599.02
OTHER CURRENT ASSETS	
Prepaid Expenses and Other Assets	1,328.62
Prepaid Insurance	7,308.50
Prepaid Software Licenses	901.68
TOTAL OTHER CURRENT ASSETS	<u>9,538.80</u>
TOTAL CURRENT ASSETS	<u>8,097.14</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Furniture & Fixtures	11,185.60
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-29,417.09
Intangible Assets	
TOTAL FIXED ASSETS (NET)	<u>4,351.35</u>
TOTAL NONCURRENT ASSETS	<u>4,351.35</u>
TOTAL ASSETS	<u>12,448.49</u>

**LIABILITIES & EQUITY**

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	7,341.71
Workers Compensation	-0.01
Health Insurance Payable	0.01
Other Current Liabilities	65,458.31
Accrued Audit Fees	3,972.05
Due to Federal Master	51,046.02
Due to Polk County Developers, Inc.	70,000.00
Accrued Compensated Absences-Current	<u>16,614.93</u>
TOTAL CURRENT LIABILITIES	<u>214,433.02</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	<u>30,856.31</u>
TOTAL NONCURRENT LIABILITIES	<u>30,856.31</u>
TOTAL LIABILITIES	<u>245,289.33</u>
EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-232,840.84</u>
TOTAL RETAINED EARNINGS:	<u>-232,840.84</u>
TOTAL EQUITY	<u>-232,840.84</u>
TOTAL LIABILITIES AND EQUITY	<u>12,448.49</u>

**Lakeland Housing Authority  
Central Office Cost Center  
Changes in Cash**

**For the Current Month and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	41,180.95	7,913.51	-33,267.44
Cash-Payroll	49,063.47	57,692.41	8,628.94
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,084.50	3,084.50	0.00
<b>Total Cash</b>	<b>93,328.92</b>	<b>68,690.42</b>	<b>-24,638.50</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	29,758.45	7,913.51	-21,844.94
Cash-Payroll	59,986.66	57,692.41	-2,294.25
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	2,826.50	3,084.50	258.00
<b>Total Cash</b>	<b>92,571.61</b>	<b>68,690.42</b>	<b>-23,881.19</b>

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Statement of Operations - Program Administration**  
**For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue	119,328	53,826	65,502	121.69%		356,420	161,479	194,941	120.72%	645,916
Other Income	2,428	6	2,423	41529.54%		6,500	18	6,483	37043.54%	70
<b>Total Revenue</b>	<b>121,756</b>	<b>53,832</b>	<b>67,924</b>	<b>126.18%</b>	<b>1</b>	<b>362,920</b>	<b>161,497</b>	<b>201,424</b>	<b>124.72%</b>	<b>645,986</b>
Administrative Expenses	63,916	53,238	10,678	20.06%	2	154,659	159,714	(5,056)	-3.17%	638,858
Tenant Services	-	-	-			-	-	-		-
Utilities	-	177	(177)	-100.00%	2	-	530	(530)	-100.00%	2,120
Maintenance Expense	2,332	200	2,132	1066.19%	3	3,399	600	2,799	466.56%	2,400
General Expenses (Insurance, etc.)	130	130	-	0.00%		391	391	-	0.00%	1,565
Total Expense before Depreciation	66,379	53,745	12,633	23.51%		158,449	161,236	(2,786)	-1.73%	644,943
<b>Operating Income (Loss) before Depreciation</b>	<b>55,378</b>	<b>87</b>	<b>55,291</b>			<b>204,471</b>	<b>261</b>	<b>204,210</b>	<b>78293.88%</b>	<b>1,043</b>
Depreciation	138	350	(212)			620	1,050	(430)		4,200
<b>Total Expense</b>	<b>66,517</b>	<b>54,095</b>	<b>12,422</b>	<b>22.96%</b>		<b>159,070</b>	<b>162,286</b>	<b>(3,216)</b>	<b>-1.98%</b>	<b>649,143</b>
<b>Net Operating Income (Loss)</b>	<b>55,239</b>	<b>(263)</b>	<b>55,502</b>	<b>-21098.93%</b>		<b>203,850</b>	<b>(789)</b>	<b>204,640</b>		<b>(3,157)</b>

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Statement of Operations - Housing Assistance Payments (HAP)**  
**For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	839,779	695,511	144,268	20.74%		2,383,754	2,086,532	297,222	14.24%	8,346,128
Port In HAP Reimbursements Received	3,612	18,727	(15,115)	-80.71%	4	9,193	56,181	(46,988)	-83.64%	224,724
Other income	-	-	2,428	0.00%		-	-	-	0.00%	-
<b>Total Revenue</b>	<b>843,391</b>	<b>714,238</b>	<b>129,154</b>	<b>18.08%</b>		<b>2,392,947</b>	<b>2,142,713</b>	<b>250,234</b>	<b>11.68%</b>	<b>8,570,852</b>
Housing Assistance Payments	762,111	668,135	93,976	14.07%		2,289,388	2,004,404	284,984	14.22%	8,017,615
Tenant Utility Reimbursement	23,639	26,601	(2,962)	-11.14%		79,772	79,804	(32)	-0.04%	319,216
Port Out HAP Payments	16,655	15,211	1,444	9.50%	5	54,780	45,632	9,148	20.05%	182,528
FSS Escrow Payments	5,041	2,943	2,098	71.29%		9,744	8,829	915	10.36%	35,316
<b>Operating Expenses Before Depreciation</b>	<b>807,446</b>	<b>712,890</b>	<b>94,556</b>	<b>13.26%</b>		<b>2,433,684</b>	<b>2,138,669</b>	<b>295,015</b>	<b>13.79%</b>	<b>8,554,674</b>
Depreciation	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Total Expense	807,446	712,890	94,556	13.26%		2,433,684	2,138,669	295,015	13.79%	8,554,674
<b>Net Operating Income (Loss)</b>	<b>35,945</b>	<b>1,348</b>	<b>34,597</b>	<b>2566.19%</b>		<b>(40,737)</b>	<b>4,045</b>	<b>(44,781)</b>	<b>-1107.19%</b>	<b>16,178</b>

Comments

- 1 Variance reflects HAP earned, administration fees, and port-in HAP fees being higher than budgeted.
- 2 Variance reflects expenses less than the budget.
- 3 Variance is due to costs associated uniforms, financial advisor, and migration to Office 365.
- 4 Variance is a result of LHA absorbing clients from other housing agencies.
- 5 The increase in costs is due to clients porting their vouchers to other housing agencies.



**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Balance Sheet**  
**as of March 25, 2018**

<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
Unrestricted Cash		<b>CURRENT LIABILITIES</b>	
Cash Operating 1	83,659.60	A/P Vendors and Contractors	-58,514.28
Cash-Payroll	5,651.85	Accrued Audit Fees	21,427.85
Cash Operating 2B	<u>200,553.93</u>	Due to Section 8	53,149.04
Total Unrestricted Cash	289,865.38	Due to Central Office Cost Center	-1,500.00
Restricted Cash		Tenant Prepaid Rents	40,087.38
Cash Restricted - FSS Escrow	<u>57,513.16</u>	State of FL Unclaimed Funds	33,224.76
Total Restricted Cash	57,513.16	Accrued Compensated Absences-Current	<u>6,802.17</u>
Clearing	<u>3,198.34</u>	<b>TOTAL CURRENT LIABILITIES</b>	<b>94,676.92</b>
<b>TOTAL CASH</b>	<b><u>350,576.88</u></b>		
ACCOUNTS AND NOTES RECEIVABLE		<b>NONCURRENT LIABILITIES</b>	
A/R-Tenants/Vendors	233,269.18		
Allowance for Doubtful Accounts-Tenants/Vendors	-187,240.80	Accrued Compensated Absences-LT	12,632.59
AR-TPA/Fraud Recovery	44,957.89	FSS Due to Tenant Long Term	<u>66,222.47</u>
A/R WF Dec ACH	3,400.10		
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	-28,227.05		
Cleared Interfund Account	-182,061.29		
Due from Section 8 Mainstream	<u>53,149.04</u>		
<b>TOTAL DUE FROM</b>	<b>-128,912.25</b>		
A/R-Other Government	<u>3,065.70</u>		
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b><u>-59,687.23</u></b>	<b>TOTAL NONCURRENT LIABILITIES</b>	<b><u>78,855.06</u></b>
OTHER CURRENT ASSETS			
Prepaid Insurance	<u>1,173.74</u>		
<b>TOTAL OTHER CURRENT ASSETS</b>	<b><u>1,173.74</u></b>		
<b>TOTAL CURRENT ASSETS</b>	<b><u>292,063.39</u></b>	<b>TOTAL LIABILITIES</b>	<b><u>173,531.98</u></b>
NONCURRENT ASSETS		<b>EQUITY</b>	
<b>FIXED ASSETS</b>		<b>RETAINED EARNINGS</b>	
Furniture & Fixtures	26,461.08	Retained Earnings-Unrestricted Net Assets	<u>118,393.11</u>
Accum Depreciation- Misc FF&E	-29,005.38	<b>TOTAL RETAINED EARNINGS:</b>	<b>118,393.11</b>
Intangible Assets			
<b>TOTAL FIXED ASSETS (NET)</b>	<b><u>-2,544.30</u></b>		
Non-Dwelling Equipment	<u>2,406.00</u>		
<b>TOTAL NONCURRENT ASSETS</b>	<b><u>-138.30</u></b>	<b>TOTAL EQUITY</b>	<b>118,393.11</b>
<b>TOTAL ASSETS</b>	<b><u>291,925.09</u></b>	<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>291,925.09</u></b>

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Changes in Cash**

**For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	168,672.18	83,659.60	-85,012.58
Cash-Payroll	4,917.00	5,651.85	734.85
Cash Operating 2B	1,200.43	200,553.93	199,353.50
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
Port Ins	0.00	0.00	0.00
Cash Restricted - FSS Escrow	61,193.53	57,513.16	-3,680.37
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>235,983.14</b>	<b>347,378.54</b>	<b>111,395.40</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	21,082.93	83,659.60	62,576.67
Cash-Payroll	4,286.59	5,651.85	1,365.26
Cash Operating 2B	93,515.26	200,553.93	107,038.67
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
Port Ins	0.00	0.00	0.00
Cash Restricted - FSS Escrow	56,483.04	57,513.16	1,030.12
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>175,367.82</b>	<b>347,378.54</b>	<b>172,010.72</b>

**Lakeland Housing Authority**  
**Public Housing (AMP 1)**  
**Statement of Operations**  
**For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	27,159	26,848	311	1.16%	1	76,968	80,544	(3,576)	-4.44%	322,178
Other Tenant Income	400	1,260	(860)	-68.25%	2	3,395	3,780	(385)	-10.18%	15,118
Government Subsidy Income	63,230	65,789	(2,560)	-3.89%	3	189,689	197,367	(7,678)	-3.89%	789,468
Interest Income Restricted	9,138	9,298	(160)	-1.72%		27,414	27,389	25	0.09%	109,557
Other Income	-	32	(32)	-100.00%		-	96	(96)	-100.00%	384
<b>Total Revenue</b>	<b>99,927</b>	<b>103,227</b>	<b>(3,301)</b>	<b>-3.20%</b>		<b>297,466</b>	<b>309,176</b>	<b>(11,710)</b>	<b>-3.79%</b>	<b>1,236,704</b>
Administrative Expenses	58,284	48,220	10,064	20.87%	4	138,326	144,661	(6,335)	-4.38%	578,646
Tenant Services Expenses	1,333	869	464	53.45%	4	1,528	2,606	(1,078)	-41.37%	10,425
Utility Expense	9,106	9,918	(811)	-8.18%	5	33,718	29,753	3,966	13.33%	119,011
Maintenance and Development Expense	34,176	28,160	6,016	21.36%	6	96,979	84,481	12,498	14.79%	337,926
General Expenses	4,978	6,859	(1,881)	-27.42%	4	(140)	20,578	(20,719)	-100.68%	82,314
Housing Assistance Payments	3,763	2,813	950	33.76%	7	11,744	8,440	3,304	39.15%	33,759
Transfer Out	-	-	-	-		-	-	-	-	-
Operating expense before Depreciation	111,641	96,840	14,801	15.28%		282,155	290,520	(8,365)	-2.88%	1,162,080
<b>Net Operating Income (Loss)</b>	<b>(11,714)</b>	<b>6,387</b>	<b>(18,102)</b>	<b>-283.40%</b>		<b>15,311</b>	<b>18,656</b>	<b>(3,345)</b>	<b>-17.93%</b>	<b>74,624</b>
Depreciation	33,938	13,310	20,629	154.99%		101,815	39,929	61,886	154.99%	159,716
Capital Replacement Items	-	-	-	-		5,024	-	5,024	-	-
<b>Total Expenses</b>	<b>145,579</b>	<b>110,150</b>	<b>35,430</b>	<b>32.17%</b>		<b>388,994</b>	<b>330,449</b>	<b>58,545</b>	<b>17.72%</b>	<b>1,321,796</b>
<b>Net Income (Loss)</b>	<b>(45,653)</b>	<b>(6,922)</b>	<b>(38,730)</b>	<b>559.49%</b>		<b>(91,528)</b>	<b>(21,273)</b>	<b>(70,255)</b>	<b>330.26%</b>	<b>(85,092)</b>

**Comments**

- 1 Property consists of 177 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income is lower than the budget.
- 2 Variance is due to less damages to units, timely payment of rent, and no FSS forfeitures.
- 3 Variance is due to a reduction of subsidy from HUD.
- 4 Variance is due to expenses being less than the budget.
- 5 Variance is a result of expenses associated with water and electricity being higher than budgeted.
- 6 Variance is the result of staff preparing for HUD's physical inspection of WestLake and WestLake Addition.
- 7 Variance is a result of FSS escrow payments.

**Lakeland Housing Authority**  
**Public Housing (AMP 1)**  
**Balance Sheet**  
**March 25, 2018**

<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
<b>CASH</b>		<b>LIABILITIES</b>	
Unrestricted Cash		<b>CURRENT LIABILITIES</b>	
Cash Operating 1	1,817,532.09	A/P Vendors and Contractors	1,572.03
Cash-Payroll	-5,289.19	Tenant Security Deposits	51,713.00
Petty Cash	500.00	Security Deposit-Pet	1,800.00
Petty Cash Public Housing	300.00	Accrued PILOT	29,443.18
Total Unrestricted Cash	1,813,042.90	Accrued Audit Fees	46,597.45
Restricted Cash		Due to Federal Master	-40,873.83
Cash Restricted-Security Deposits	53,213.00	Due to Central Office Cost Center	65,924.84
Cash Restricted - FSS Escrow	39,766.40	Resident Participation Funds - LHA	-514.01
Total Restricted Cash	92,979.40	Tenant Prepaid Rents	10,519.79
Claim on Cash	293,253.20	Accrued Compensated Absences-Current	4,506.33
<b>TOTAL CASH</b>	2,199,275.50	<b>TOTAL CURRENT LIABILITIES</b>	170,688.78
<b>ACCOUNTS AND NOTES RECEIVABLE</b>			
A/R-Tenants/Vendors	14,744.72		
Allowance for Doubtful Accounts-Tenants/Vendors	1,929.15		
AR-TPA/Fraud Recovery	20,607.03		
Due from West Lake	-9,016.17		
Due from West Lake Addition	-17,552.10		
Due from John Wright Homes	-5,105.68		
Due from Cecil Gober	-9,199.88		
A/R - ROSS/HUD	27,209.03		
Due from Hampton Hills	871.64		
Due from Renaissance FAM Non ACC	349.72		
Due from Arbor Manor LTD	188.49		
A/R - Youthbuild DOL	9,576.21		
A/R - Capital Fund Grants/HUD	-214,138.97		
Due from Replacement Housing Factor	760,216.36		
Due from HOPE VI	0.13		
Due From Public Housing Reserve	-233,043.82		
Due From FSS	7,422.26		
Due from Central Office Cost Center	61,656.74		
<b>TOTAL DUE FROM</b>	379,433.96		
Lakeridge Homes 3rd Mortgage	251,000.00		
Lakeridge Homes 2nd Mortgage	52,000.00		
Colton Meadow Mortgage	450,845.00		
Villas at Lake Bonnet Mortgage	1,009,877.00		
A/R Villas at Lake Bonnet Mort. Interest	398,204.95		
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	2,578,641.81		
<b>OTHER CURRENT ASSETS</b>		<b>NONCURRENT LIABILITIES</b>	
Eviction Deposit Acct.	1,000.00	Accrued Compensated Absences-LT	8,368.90
Prepaid Insurance	49,976.72	FSS Due to Tenant Long Term	39,766.40
Prepaid Software Licenses	10,540.56	Notes Payable-LT	303,000.00
Insurance Deposit	37,400.00	<b>TOTAL NONCURRENT LIABILITIES</b>	351,135.30
Utility Deposit - Electric	2,600.00		
<b>TOTAL OTHER CURRENT ASSETS</b>	101,517.28	<b>TOTAL LIABILITIES</b>	521,824.08
<b>TOTAL CURRENT ASSETS</b>	4,879,434.59		
<b>NONCURRENT ASSETS</b>		<b>EQUITY</b>	
<b>FIXED ASSETS</b>		<b>RETAINED EARNINGS</b>	
Land	1,466,869.23	Invested in Capital Assets-Net of Debt	5,668,053.00
Buildings	388,223.77	Retained Earnings-Unrestricted Net Assets	1,050,466.99
Machinery & Equipment	6,687.73	<b>TOTAL RETAINED EARNINGS:</b>	6,718,519.99
Automobiles	200,268.20		
Site Improvement-Infrastructure	582,079.00		
Accum Depreciation-Buildings	-9,845,738.12		
Accum Depreciation- Misc FF&E	-471,600.27		
Accum Depreciation-Infrastructure	-582,079.00		
Intangible Assets	-		
<b>TOTAL FIXED ASSETS (NET)</b>	-8,255,289.46	<b>TOTAL EQUITY</b>	6,718,519.99
Fees & Costs - Architect & Engineering	72,255.82		
Site Improvement	3,945,759.65		
Dwelling Structures	5,154,722.42		
Dwelling Equipment	26,717.87		
Non-Dwelling Structures	679,307.53		
Non-Dwelling Equipment	737,435.65		
<b>TOTAL NONCURRENT ASSETS</b>	2,360,909.48		
<b>TOTAL ASSETS</b>	7,240,344.07	<b>TOTAL LIABILITIES AND EQUITY</b>	7,240,344.07

**Lakeland Housing Authority  
Public Housing (AMP 1)  
Changes in Cash**

**For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	1,828,419.86	1,817,532.09	-10,887.77
Cash-Payroll	-26,015.76	-5,289.19	20,726.57
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,013.00	53,213.00	1,200.00
Cash Restricted - FSS Escrow	38,305.40	39,766.40	1,461.00
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>1,892,722.50</b>	<b>1,905,222.30</b>	<b>12,499.80</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	2,254,285.90	1,817,532.09	-436,753.81
Cash-Payroll	-8,669.21	-5,289.19	3,380.02
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,313.00	53,213.00	900.00
Cash Restricted - FSS Escrow	35,052.40	39,766.40	4,714.00
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>2,332,982.09</b>	<b>1,905,222.30</b>	<b>-427,759.79</b>

**Lakeland Housing Authority  
Dakota Park Limited Partnership, LLLP  
d/b/a Carrington Place  
Statement of Operations  
For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,083	11,084	999	9.02%	1	34,683	33,251	1,432	4.31%	133,004
Other Tenant Income	125	775	(650)	-83.87%	2	791	2,325	(1,534)	-65.98%	9,300
Government Subsidy	6,949	7,236	(287)	-3.97%	3	20,845	21,708	(863)	-3.97%	86,831
Other Income	-	20	(20)	-100.00%	4	38,430	60	38,371	64261.58%	239
<b>Total Revenue</b>	<b>19,157</b>	<b>19,114</b>	<b>42</b>	<b>0.22%</b>		<b>94,749</b>	<b>57,343</b>	<b>37,406</b>	<b>65.23%</b>	<b>229,373</b>
Administrative Expenses	5,569	5,430	140	2.57%	5	15,789	16,290	(501)	-3.08%	65,160
Tenant Services Expense	-	42	(42)	-100.00%	5	-	125	(125)	-100.00%	500
Utility Expense	3,291	1,740	1,551	89.12%		5,655	5,221	434	8.31%	20,883
Maintenance Expense	5,814	3,079	2,735	88.83%	5	8,869	9,237	(369)	-3.99%	36,949
General Expenses	2,595	2,631	(36)	-1.37%	5	7,493	7,892	(398)	-5.05%	31,567
Housing Assistance Payments	379	582	(203)	-34.88%	5	1,200	1,746	(546)	-31.27%	6,984
Financing Expenses	5,485	5,589	(104)	-1.86%	5	15,106	16,767	(1,661)	-9.90%	67,068
Operating Expenses before Depreciation	23,134	19,093	4,041	21.17%		54,112	57,278	(3,166)	-5.53%	229,111
<b>Net Operating Income (Loss)</b>	<b>(3,977)</b>	<b>22</b>	<b>(3,999)</b>	<b>-18329.40%</b>		<b>40,637</b>	<b>65</b>	<b>40,572</b>	<b>61986.86%</b>	<b>262</b>
Depreciation & Amortization	2,341	3,239	(898)	-27.72%		7,023	9,716	(2,693)	-27.72%	38,865
Capital Replacement Items	1,503	522	981	188.13%		2,783	1,565	1,218	77.85%	6,258
Reimburse Replacement Reserves	-	(522)	522	-100.00%		-	(1,565)	1,565	-100.00%	(6,258)
<b>Total Expense</b>	<b>26,977</b>	<b>22,331</b>	<b>4,646</b>	<b>20.80%</b>		<b>63,918</b>	<b>66,994</b>	<b>(3,077)</b>	<b>-4.59%</b>	<b>267,976</b>
<b>Net Income (Loss)</b>	<b>(7,821)</b>	<b>(3,217)</b>	<b>(4,604)</b>	<b>143.12%</b>		<b>30,832</b>	<b>(9,651)</b>	<b>40,482</b>	<b>-419.47%</b>	<b>(38,603)</b>

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income is consistent with the budget.
- 2 Variance reflects less damage to units.
- 3 Variance is due to subsidy received from HUD being less than budgeted.
- 4 Variance is a result of insurance claims filed during Hurricane Irma.
- 5 Variance reflects expenses that are less than the budget.

Lakeland Housing Authority  
Dakota Park Limited Partnership, LLLP  
d/b/a Carrington Place  
Balance Sheet  
as of March 25, 2018

**ASSETS**

Unrestricted Cash	
Cash Operating 1	70,204.50
Cash-Payroll	114.82
Total Unrestricted Cash	<u>70,319.32</u>
Restricted Cash	
Cash Restricted-Security Deposits	11,002.00
Cash Restricted - FSS Escrow	1,091.00
Cash Restricted-Reserve for Replacement	27,349.56
Total Restricted Cash	<u>39,442.56</u>
TOTAL CASH	<u>109,761.88</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	7,223.37
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-5,876.70</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	1,346.67
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	212.70
Prepaid Insurance	14,548.41
Prepaid Software Licenses	529.00
Utility Deposit	7,060.00
TOTAL OTHER CURRENT ASSETS	<u>22,850.11</u>
TOTAL CURRENT ASSETS	<u>133,958.66</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Building Improvements	5,600.00
Furniture & Fixtures	7,295.00
Accum Depreciation-Buildings	-139,775.66
Accum Depreciation- Misc FF&E	-1,823.85
Intangible Assets	
Loan Costs	28,340.90
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,640.00
AA Monitoring Fees	-32,702.65
AA Loan Costs	-16,280.40
TOTAL FIXED ASSETS (NET)	<u>819,117.34</u>
TOTAL NONCURRENT ASSETS	<u>819,117.34</u>
TOTAL ASSETS	<u>953,076.00</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	5,002.50
Tenant Security Deposits	11,002.00
Accrued Property Taxes	4,631.05
Accrued Interest - HOPE VI	566,807.95
Accrued - Developer Fee	149,859.50
Accrued Audit Fees	22,887.50
Due to (15) Renaissance Senior Public Housing	7,961.49
Due to (17) Renaissance Family Non-ACC	36,226.34
Due to Central Office Cost Center	330.00
Tenant Prepaid Rents	55.09
Accrued Compensated Absences-Current	676.08
TOTAL CURRENT LIABILITIES	<u>88,772.05</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,255.57
FSS Due to Tenant Long Term	1,091.00
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - SunTrust	333,194.83
Permanent Loan - LHA	101,380.00
TOTAL NONCURRENT LIABILITIES	<u>1,993,133.49</u>
TOTAL LIABILITIES	<u>2,081,905.54</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	-1,219,110.00
Capital - GP2	240,496.13
TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-150,215.67
TOTAL RETAINED EARNINGS:	<u>-150,215.67</u>
TOTAL EQUITY	<u>-1,128,829.54</u>
TOTAL LIABILITIES AND EQUITY	<u>953,076.00</u>

**Lakeland Housing Authority  
Dakota Park Limited Partnership, LLLP  
d/b/a Carrington Place  
Changes in Cash  
For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	66,951.00	70,204.50	3,253.50
Cash-Payroll	-389.23	114.82	504.05
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	10,987.00	11,002.00	15.00
Cash Restricted - FSS Escrow	1,091.00	1,091.00	0.00
Cash Restricted-Reserve for Replacement	26,682.89	27,349.56	666.67
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>105,322.66</b>	<b>109,761.88</b>	<b>4,439.22</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	12,890.80	70,204.50	57,313.70
Cash-Payroll	-1,669.62	114.82	1,784.44
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	11,002.00	11,002.00	0.00
Cash Restricted - FSS Escrow	1,091.00	1,091.00	0.00
Cash Restricted-Reserve for Replacement	25,349.55	27,349.56	2,000.01
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>48,663.73</b>	<b>109,761.88</b>	<b>61,098.15</b>



**Lakeland Housing Authority**  
**Renaissance at Washington Ridge Ltd., LLLP**  
**Statement of Operations**  
**For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	61,287	60,444	843	1.39%	1	178,724	181,332	(2,608)	-1.44%	725,327
Other Tenant Income	1,571	1,722	(150)	-8.74%	2	5,266	5,165	101	1.96%	20,660
Government Subsidy	32,882	32,033	849	2.65%	3	98,644	96,099	2,545	2.65%	384,396
Other Income	64,280	849	63,430	7468.04%	4	153,208	2,548	150,660	5912.70%	10,192
<b>Total Revenue</b>	<b>160,019</b>	<b>95,048</b>	<b>64,971</b>	<b>68.36%</b>		<b>435,842</b>	<b>285,144</b>	<b>150,698</b>	<b>52.85%</b>	<b>1,140,576</b>
Administrative Expenses	32,639	32,963	(324)	-0.98%	5	89,143	98,889	(9,746)	-9.86%	395,555
Tenant Services	434	490	(56)	-11.39%	5	434	1,471	(1,036)	-70.46%	5,884
Utility Expense	11,759	7,359	4,401	59.81%	5	21,819	22,076	(256)	-1.16%	88,302
Maintenance Expense	46,076	27,320	18,756	68.66%	6	98,247	81,959	16,288	19.87%	327,835
General Expenses	6,630	6,845	(214)	-3.13%	5	19,547	20,535	(987)	-4.81%	82,138
Housing Assistance Payments	1,850	1,754	96	5.47%	5	5,151	5,262	(111)	-2.11%	21,048
Financing Expenses	12,793	12,934	(141)	-1.09%	5	37,150	38,803	(1,653)	-4.26%	155,211
Operating Expense before Depreciation	112,182	89,664	22,518	25.11%		271,492	268,993	2,498	0.93%	1,075,973
<b>Net Operating Income (Loss)</b>	<b>47,837</b>	<b>5,384</b>	<b>42,454</b>	<b>788.58%</b>		<b>164,351</b>	<b>16,151</b>	<b>148,200</b>	<b>917.61%</b>	<b>64,603</b>
Depreciation & Amortization	56,896	64,059	(7,163)	-11.18%		170,687	192,176	(21,488)	-11.18%	768,702
Capital Replacement Items	2,620	6,854	(4,233)	-61.77%		17,302	20,561	(3,259)	-15.85%	82,244
Reimburse Replacement Reserves	-	(6,854)	6,854	-100.00%		-	(20,561)	20,561	-100.00%	(82,244)
<b>Total Expense</b>	<b>171,698</b>	<b>153,723</b>	<b>17,975</b>	<b>11.69%</b>		<b>459,481</b>	<b>461,169</b>	<b>(1,688)</b>	<b>-0.37%</b>	<b>1,844,675</b>
<b>Net Income (Loss)</b>	<b>(11,679)</b>	<b>(58,675)</b>	<b>46,996</b>	<b>-80.10%</b>		<b>(23,639)</b>	<b>(176,025)</b>	<b>152,386</b>	<b>-86.57%</b>	<b>(704,099)</b>

**Comments**

- 1 Consists of 109 low and moderate income family and senior apartment units and 87 Tax Credit units. Overall rental income is consistent with the budget.
- 2 Variance for the period is the result of less damages to units and timely payment of rents.
- 3 Subsidy received from HUD continues to be consistent with the budget.
- 4 Variance is a result of insurance claims filed during Hurricane Irma.
- 5 Variance reflects expenses that are less than the budget.
- 6 Maintenance expense is higher than budgeted because of timing of expenses.

**Lakeland Housing Authority**  
**Renaissance at Washington Ridge Ltd., LLLP**

**Balance Sheet**

**March 25, 2018**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	491,674.21
Cash-Payroll	2,464.44
Petty Cash	300.00
Total Unrestricted Cash	<u>494,438.65</u>
Restricted Cash	
Cash Restricted-Security Deposits	53,228.39
Cash Restricted - FSS Escrow	1,100.00
Cash Restricted-Reserve for Replacement	193,447.68
Restricted Cash - Partnership Devmt	1,179.16
Restricted Cash - OA Reserve	76,215.57
Restricted Cash - AA Reserve	46,966.45
Investment 1	261,126.68
Investment 2	258,372.00
Total Restricted Cash	<u>891,635.93</u>
TOTAL CASH	<u>1,386,074.58</u>

ACCOUNTS AND NOTES RECEIVABLE

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	14,270.63
Allowance for Doubtful Accounts-Tenants/Vendors	-3,507.85
Due from Dakota Park PH	7,961.49
Due from Dakota Park Non-ACC	36,226.34
Due from Central Office Cost Center	65,458.31
TOTAL DUE FROM	<u>109,646.14</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>120,408.92</u>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	59,879.98
Prepaid Software Licenses	3,453.40
Utility Deposit - Electric	20,500.00
TOTAL OTHER CURRENT ASSETS	<u>84,833.38</u>

TOTAL CURRENT ASSETS 1,591,316.88

NONCURRENT ASSETS

FIXED ASSETS

Buildings	21,088,272.28
Building Improvements	161,625.66
Machinery & Equipment	150,483.39
Furniture & Fixtures	596,259.09
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-7,381,231.91
Accum Depreciation- Misc FF&E	-740,097.95
Accum Depreciation-Infrastructure	-1,726,660.20
Intangible Assets	
Loan Costs	137,065.70
Compliance Fees	100.00
Monitoring Fees	131,658.00
AA Compliance Fees	-54.20
AA Monitoring Fees	-131,095.38
AA Loan Costs	-133,075.10
TOTAL FIXED ASSETS (NET)	<u>14,535,605.53</u>
TOTAL NONCURRENT ASSETS	<u>14,535,605.53</u>

TOTAL ASSETS 16,126,922.41

**LIABILITIES & EQUITY**

CURRENT LIABILITIES

A/P Vendors and Contractors	17,360.14
Tenant Security Deposits	49,428.39
Security Deposit-Pet	4,000.00
Accrued Interest - HOPE VI	724,412.86
Accrued - Developer Fee	1,308,453.00
Accrued Audit Fees	27,022.50
Due to Federal Master	349.72
Due to Central Office Cost Center	330.00
Tenant Prepaid Rents	423.03
Accrued Compensated Absences-Current	3,570.15

TOTAL CURRENT LIABILITIES 102,483.93

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	6,630.29
FSS Due to Tenant Long Term	1,100.00
Notes Payable-LT	381,200.32
Permanent Loan - HOPE VI	2,200,000.00
Permanent Loan - SunTrust	567,060.51
TOTAL NONCURRENT LIABILITIES	<u>5,188,856.98</u>

TOTAL LIABILITIES 5,291,340.91

EQUITY

CONTRIBUTED CAPITAL

Capital - LP	6,937,937.41
Capital - GP2	7,123,264.00
TOTAL CONTRIBUTED CAPITAL	<u>14,061,201.41</u>

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	-3,225,619.91
TOTAL RETAINED EARNINGS:	<u>-3,225,619.91</u>

TOTAL EQUITY 10,835,581.50

TOTAL LIABILITIES AND EQUITY 16,126,922.41

**Lakeland Housing Authority**  
**Renaissance at Washington Ridge Ltd., LLLP**

**Changes in Cash**

**For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	445,337.69	491,674.21	46,336.52
Cash-Payroll	4,015.89	2,464.44	-1,551.45
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,625.39	53,228.39	603.00
Cash Restricted - FSS Escrow	7,976.00	1,100.00	-6,876.00
Cash Restricted-Reserve for Replacement	190,221.01	193,447.68	3,226.67
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	76,215.57	76,215.57	0.00
Restricted Cash - AA Reserve	46,966.45	46,966.45	0.00
Investment 1	259,363.40	261,126.68	1,763.28
Investment 2	258,372.00	258,372.00	0.00
<b>Total Cash</b>	<b>1,342,272.56</b>	<b>1,385,774.58</b>	<b>43,502.02</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	331,060.84	491,674.21	160,613.37
Cash-Payroll	5,742.44	2,464.44	-3,278.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,828.39	53,228.39	400.00
Cash Restricted - FSS Escrow	7,470.00	1,100.00	-6,370.00
Cash Restricted-Reserve for Replacement	183,767.67	193,447.68	9,680.01
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	76,215.57	76,215.57	0.00
Restricted Cash - AA Reserve	46,966.45	46,966.45	0.00
Investment 1	259,041.67	261,126.68	2,085.01
Investment 2	258,372.00	258,372.00	0.00
<b>Total Cash</b>	<b>1,222,644.19</b>	<b>1,385,774.58</b>	<b>163,130.39</b>

**Lakeland Housing Authority**  
**Colton Meadow, LLLP**  
**Statement of Operations**  
**For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	44,524	44,348	176	0.40%	<b>1</b>	135,134	133,044	2,090	1.57%	<b>532,175</b>
Other Tenant Income	1,791	1,074	717	66.80%	<b>2</b>	3,226	3,222	4	0.14%	<b>12,888</b>
Other Income	-	123	(123)	-100.00%		118	369	(250)	-67.92%	<b>1,475</b>
<b>Total Revenue</b>	<b>46,315</b>	<b>45,545</b>	<b>771</b>	<b>1.69%</b>		<b>138,479</b>	<b>136,634</b>	<b>1,844</b>	<b>1.35%</b>	<b>546,537</b>
Administrative Expense	12,367	13,845	(1,478)	-10.67%	<b>3</b>	36,161	41,535	(5,374)	-12.94%	<b>166,140</b>
Tenant Services	-	150	(150)	-100.00%	<b>3</b>	-	450	(450)	-100.00%	<b>1,800</b>
Utility Expense	12,085	5,740	6,344	110.52%	<b>4</b>	21,207	17,221	3,986	23.15%	<b>68,884</b>
Maintenance Expense	9,948	9,857	91	0.92%	<b>3</b>	26,909	29,572	(2,663)	-9.00%	<b>118,287</b>
General Expense	5,973	7,412	(1,439)	-19.41%	<b>3</b>	17,732	22,237	(4,505)	-20.26%	<b>88,949</b>
Financing Expense	4,659	4,157	502	12.08%		12,637	12,470	167	1.34%	<b>49,878</b>
Operating Expense before Depreciation	45,032	41,162	3,870	9.40%		114,646	123,485	(8,838)	-7.16%	<b>493,938</b>
<b>Net Operating Income (Loss)</b>	<b>1,284</b>	<b>4,383</b>	<b>(3,100)</b>	<b>-70.72%</b>		<b>23,832</b>	<b>13,150</b>	<b>10,682</b>	<b>81.24%</b>	<b>52,599</b>
Depreciation & Amortization Expense	39,095	39,013	82	0.21%		117,284	117,038	246	0.21%	<b>468,154</b>
Capital Replacement Items	639	1,655	(1,015)	-61.36%		2,943	4,964	(2,020)	-40.70%	<b>19,855</b>
Reimburse Replacement Reserves	-	(1,655)	1,655	-100.00%		-	(4,963.75)	4,964	-100.00%	<b>(19,855)</b>
<b>Total Expense</b>	<b>84,766</b>	<b>80,174</b>	<b>4,592</b>	<b>5.73%</b>		<b>234,874</b>	<b>240,523</b>	<b>(5,649)</b>	<b>-2.35%</b>	<b>962,092</b>
<b>Net Operating Income (Loss)</b>	<b>(38,451)</b>	<b>(34,630)</b>	<b>(3,821)</b>	<b>11.03%</b>		<b>(96,396)</b>	<b>(103,889)</b>	<b>7,493</b>	<b>-7.21%</b>	<b>(415,555)</b>

Comments

- 1** Consists of 72 Tax Credit apartment units. Rent collections are consistent with the budget.
- 2** Variance for the period reflects management enforcing the lease agreements.
- 3** Variance reflects expenses that are less than the budget.
- 4** Variance is the result of additional hours worked by the maintenance staff.

## Lakeland Housing Authority

## Colton Meadow, LLLP

## Balance Sheet

March 25, 2018

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Unrestricted Cash		A/P Vendors and Contractors	8,035.72
Cash Operating 1	83,222.21	Tenant Security Deposits	25,275.00
Cash-Payroll	2,825.35	Security Deposit-Pet	1,300.00
Petty Cash	225.00	Accrued Property Taxes	12,820.65
Total Unrestricted Cash	<u>86,272.56</u>	Accrued Interest Payable	16,261.53
Restricted Cash		Accrued Audit Fees	10,624.95
Cash Restricted-Security Deposits	26,175.00	Due to Polk County Developers, Inc.	362,901.17
Cash Restricted-Operating Reserve	441,188.22	Tenant Prepaid Rents	102.20
Cash Restricted-Reserve for Replacement	124,966.05	Accrued Compensated Absences-Current	1,869.81
Cash-Tax & Insurance Escrow	15,083.04	First Mortgage - TCAP	1,231,424.00
Total Restricted Cash	<u>607,412.31</u>	Tax Credit Exchange Program (TCEP)	5,714,356.40
TOTAL CASH	<u>693,684.87</u>	HOME Funds	115,899.60
		Mortgage Note Payable	<u>450,845.00</u>
		TOTAL CURRENT LIABILITIES	7,935,454.50
ACCOUNTS AND NOTES RECEIVABLE		NONCURRENT LIABILITIES	
A/R-Tenants/Vendors	18,498.45	Accrued Compensated Absences-LT	3,472.51
Allowance for Doubtful Accounts-Tenants/Vendors	-7,387.60	Developer Fee Payable - PCHD	<u>92,184.00</u>
Due from Colton Meadow GP, Inc.	<u>101,151.61</u>	TOTAL NONCURRENT LIABILITIES	111,918.04
TOTAL DUE FROM	<u>101,151.61</u>		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	112,262.46	TOTAL LIABILITIES	<u>8,047,372.54</u>
OTHER CURRENT ASSETS		EQUITY	
Eviction Deposit Acct.	1,000.00	CONTRIBUTED CAPITAL	
Prepaid Expenses and Other Assets	3,655.84	Capital - LP	1,205,286.00
Prepaid Insurance	46,701.90	GP Equity	46.12
Prepaid Software Licenses	881.69	TOTAL CONTRIBUTED CAPITAL	<u>1,205,332.12</u>
Utility Deposit	<u>5,000.00</u>	RETAINED EARNINGS	
TOTAL OTHER CURRENT ASSETS	<u>57,239.43</u>	Retained Earnings-Unrestricted Net Assets	<u>596,990.43</u>
TOTAL CURRENT ASSETS	<u>863,186.76</u>	TOTAL RETAINED EARNINGS:	<u>596,990.43</u>
NONCURRENT ASSETS		TOTAL EQUITY	<u>1,802,322.55</u>
FIXED ASSETS		TOTAL LIABILITIES AND EQUITY	<u>9,849,695.09</u>
Land	300,000.00		
Buildings	856,353.89		
Building Acquisition	2,010,000.00		
Building Improvements	5,815,518.85		
Machinery & Equipment	67,970.48		
Automobiles	15,484.50		
Furniture & Fixtures	1,503,657.00		
Site Improvement-Infrastructure	1,496,187.97		
Accum Depreciation-Buildings	-3,292,309.87		
Intangible Assets			
Amortization Tax Credit Fees	99,695.26		
Monitoring Fees	<u>208,695.00</u>		
TOTAL FIXED ASSETS (NET)	<u>8,881,862.56</u>		
Site Improvement	16,364.00		
Non-Dwelling Structures	28,019.32		
Non-Dwelling Equipment	<u>60,262.45</u>		
TOTAL NONCURRENT ASSETS	<u>8,986,508.33</u>		
TOTAL ASSETS	<u>9,849,695.09</u>		

**Lakeland Housing Authority  
Colton Meadow, LLLP  
Changes in Cash**

**For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	78,834.13	83,222.21	4,388.08
Cash-Payroll	2,426.08	2,825.35	399.27
Cash Restricted-Security Deposits	26,575.00	26,175.00	-400.00
Cash Restricted-Operating Reserve	441,188.22	441,188.22	0.00
Cash Restricted-Reserve for Replacement	123,137.25	124,966.05	1,828.80
Cash-Tax & Insurance Escrow	59,522.22	15,083.04	-44,439.18
<b>Total Cash</b>	<b>731,682.90</b>	<b>693,459.87</b>	<b>-38,223.03</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	60,072.54	83,222.21	23,149.67
Cash-Payroll	1,653.65	2,825.35	1,171.70
Cash Restricted-Security Deposits	26,575.00	26,175.00	-400.00
Cash Restricted-Operating Reserve	441,173.47	441,188.22	14.75
Cash Restricted-Reserve for Replacement	122,703.60	124,966.05	2,262.45
Cash-Tax & Insurance Escrow	49,193.08	15,083.04	-34,110.04
<b>Total Cash</b>	<b>701,371.34</b>	<b>693,459.87</b>	<b>-7,911.47</b>

**Lakeland Housing Authority**  
**Bonnet Shores, LLLP**  
**Statement of Operations**  
**For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	48,360	47,982	378	0.79%	1	146,997	143,947	3,050	2.12%	575,787
Other Tenant Income	763	1,207	(444)	-36.81%	2	1,783	3,620	(1,837)	-50.74%	14,479
Other Income	-	59	(59)	-100.00%		22	177	(155)	-87.65%	707
<b>Total Revenue</b>	<b>49,123</b>	<b>49,248</b>	<b>(125)</b>	<b>-0.25%</b>		<b>148,802</b>	<b>147,743</b>	<b>1,059</b>	<b>0.72%</b>	<b>590,974</b>
Administrative Expense	14,816	14,560	256	1.76%	3	43,609	43,680	(71)	-0.16%	174,721
Tenant Services	22	100	(78)	-77.57%	3	58	300	(242)	-80.75%	1,200
Utility Expense	8,202	5,431	2,771	51.02%	4	18,838	16,293	2,545	15.62%	65,171
Maintenance Expense	10,992	9,693	1,298	13.39%		30,838	29,080	1,758	6.05%	116,319
General Expense	5,184	8,692	(3,508)	-40.36%	3	19,154	26,075	(6,921)	-26.54%	104,301
Financing Expense	11,596	10,304	1,292	12.54%		30,912	30,913	(1)	0.00%	123,651
Operating Expense before Depreciation	50,812	48,780	2,031	4.16%		143,409	146,341	(2,932)	-2.00%	585,364
<b>Net Operating Income (Loss)</b>	<b>(1,689)</b>	<b>467</b>	<b>(2,157)</b>	<b>-461.38%</b>		<b>5,393</b>	<b>1,402</b>	<b>3,991</b>	<b>284.56%</b>	<b>5,610</b>
Depreciation & Amortization Expense	40,004	40,004	-	0.00%		120,013	120,013	-	0.00%	480,052
	-	-	-			-	-	-		-
Capital Replacement Items	437	2,634	(2,197.16)	-83.42%		8,280	7,901	378.41	4.79%	31,605
Reimburse Replacement Reserve	-	(2,634)	2,633.72	-100.00%		-	(7,901)	7,901.16	-100.00%	(31,605)
<b>Total Expense</b>	<b>91,253</b>	<b>88,785</b>	<b>2,468</b>	<b>2.78%</b>		<b>271,702</b>	<b>266,354</b>	<b>5,348</b>	<b>2.01%</b>	<b>1,065,417</b>
<b>Net Income (Loss)</b>	<b>(42,130)</b>	<b>(39,537)</b>	<b>(2,593)</b>	<b>6.56%</b>		<b>(122,900)</b>	<b>(118,611)</b>	<b>(4,289)</b>	<b>3.62%</b>	<b>(474,443)</b>

Comments

- 1 75 apartment units, Tax Credit and Section 8 Vouchers. Tenant rental income is consistent with the budget.
- 2 Variance is due to residents timely payment of rents as well as causing less damage to the units.
- 3 Variance reflects expenses being less than the budget.
- 4 Variance is the result of costs associated with water, electricity, and trash removal being higher than budgeted.

**Lakeland Housing Authority**  
**Bonnet Shores, LLLP**  
**Balance Sheet**  
**March 25, 2018**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	123,751.67
Cash-Payroll	1,526.93
Petty Cash	300.00
Total Unrestricted Cash	<u>125,578.60</u>
Restricted Cash	
Cash Restricted-Security Deposits	28,625.00
Cash Restricted-Operating Reserve	460,570.29
Cash Restricted-Reserve for Replacement	130,498.15
Cash-Tax & Insurance Escrow	73,760.31
Total Restricted Cash	<u>693,453.75</u>
TOTAL CASH	<u>819,032.35</u>

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	14,216.23
Allowance for Doubtful Accounts-Tenants/Vendors	-7,181.10
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>7,035.13</u>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,569.36
Prepaid Insurance	430.51
Prepaid Software Licenses	881.69
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>8,381.56</u>
TOTAL CURRENT ASSETS	<u>834,449.04</u>

NONCURRENT ASSETS

FIXED ASSETS

Land	300,000.00
Buildings	11,447,110.83
Automobiles	24,477.33
Furniture & Fixtures	423,152.78
Site Improvement-Infrastructure	679,255.00
Accum Depreciation-Buildings	-3,017,866.65
Accum Depreciation- Misc FF&E	-447,630.44
Accum Depreciation-Infrastructure	-328,320.60
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	15,034.70
Compliance Fees	246,589.00
Amortization Tax Credit Fees	119,187.14
TOTAL FIXED ASSETS (NET)	<u>9,233,964.41</u>
TOTAL NONCURRENT ASSETS	<u>9,233,964.41</u>

TOTAL ASSETS

10,068,413.45

**LIABILITIES & EQUITY**

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	7,748.81
Tenant Security Deposits	26,925.00
Security Deposit Clearing Account	523.00
Security Deposit-Pet	2,000.00
Accrued Property Taxes	16,822.75
Accrued Interest Payable	48,722.71
Accrued Interest - 2nd Mortgage	398,204.95
Accrued Audit Fees	10,624.95
Tenant Prepaid Rents	333.75
Accrued Compensated Absences-Current	2,187.49
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	<u>1,009,877.00</u>
TOTAL CURRENT LIABILITIES	<u>5,425,530.70</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	<u>4,062.48</u>
TOTAL NONCURRENT LIABILITIES	<u>52,785.19</u>

TOTAL LIABILITIES

5,478,315.89

EQUITY

CONTRIBUTED CAPITAL

Contributed Capital	-57,442.26
Capital - LP	6,807,962.00
GP Equity	-162.00
Syndication Costs	<u>-40,000.00</u>
TOTAL CONTRIBUTED CAPITAL	<u>6,710,357.74</u>

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	<u>-2,120,260.18</u>
TOTAL RETAINED EARNINGS:	<u>-2,120,260.18</u>

TOTAL EQUITY

4,590,097.56

TOTAL LIABILITIES AND EQUITY

10,068,413.45



**Lakeland Housing Authority**  
**Bonnet Shores, LLLP**  
**Changes in Cash**  
**For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	115,233.06	123,751.67	8,518.61
Cash-Payroll	1,959.05	1,526.93	-432.12
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,325.00	28,625.00	300.00
Cash Restricted-Operating Reserve	460,570.29	460,570.29	0.00
Cash Restricted-Reserve for Replacement	128,593.15	130,498.15	1,905.00
Cash-Tax & Insurance Escrow	68,836.77	73,760.31	4,923.54
<b>Total Cash</b>	<b>803,517.32</b>	<b>818,732.35</b>	<b>15,215.03</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	85,363.49	123,751.67	38,388.18
Cash-Payroll	2,074.33	1,526.93	-547.40
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,875.00	28,625.00	750.00
Cash Restricted-Operating Reserve	460,554.89	460,570.29	15.40
Cash Restricted-Reserve for Replacement	130,357.96	130,498.15	140.19
Cash-Tax & Insurance Escrow	58,987.53	73,760.31	14,772.78
<b>Total Cash</b>	<b>765,213.20</b>	<b>818,732.35</b>	<b>53,519.15</b>

**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Statement of Operations**  
**For the Current and Three Months Ended March 25, 2018**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	73,117	71,511.59	1,605	2.24%	1	219,974	214,534.78	5,439	2.54%	858,139
Other Tenant Income	(750)	(402.62)	(347)	86.28%		(2,073)	(1,207.87)	(865)	71.65%	(4,831)
Other Income	24	176.88	(153)	-86.43%	2	89	530.63	(442)	-83.21%	2,123
<b>Total Revenue</b>	<b>72,391</b>	<b>71,286</b>	<b>1,105</b>	<b>1.55%</b>		<b>217,990</b>	<b>213,858</b>	<b>4,132</b>	<b>1.93%</b>	<b>855,430</b>
Administrative Expenses	19,791	17,175.16	2,615	15.23%	3	49,653	51,525.49	(1,873)	-3.63%	206,102
Tenants Service Expenses	755	169.01	586	346.71%	4	755	507.03	248	48.90%	2,028
Utility Expense	16,446	9,027.55	7,418	82.17%	5	33,704	27,082.66	6,621	24.45%	108,331
Maintenance Expense	11,360	10,735.93	624	5.81%	3	24,473	32,207.78	(7,734)	-24.01%	128,831
General Expenses	4,418	3,854.49	563	14.61%	6	13,605	11,563.48	2,042	17.66%	46,254
Financing Expenses	22,943	25,317.18	(2,374)	-9.38%	3	67,604	75,951.55	(8,348)	-10.99%	303,806
Operating expense before depreciation	75,712	66,279	9,433	14.23%		189,794	198,838	(9,044)	-4.55%	795,352
<b>Net Operating Income (Loss)</b>	<b>(3,321)</b>	<b>5,007</b>	<b>(8,328)</b>	<b>-166.33%</b>		<b>28,196</b>	<b>15,020</b>	<b>13,176</b>	<b>87.73%</b>	<b>60,078</b>
Depreciation & Amortization	42,139	42,139	0	0.00%		126,417	126,417	1	0.00%	505,666
Capital Replacement Items	1,251	2,102	(851)	-40.49%		5,296	6,307	(1,012)	-16.04%	25,228
Reimburse Replacement Reserve	(25,650)	(2,102)	(23,548)	1120.07%		(25,650)	(6,307)	(19,343)	306.69%	(25,228)
Transfer In	-	-	-			-	-	-		-
<b>Total Expense</b>	<b>93,452</b>	<b>42,139</b>	<b>(24,399)</b>	<b>-57.90%</b>		<b>295,857</b>	<b>325,255</b>	<b>(29,398)</b>	<b>-9.04%</b>	<b>1,301,018</b>
<b>Net Operating Income (Loss)</b>	<b>(21,061)</b>	<b>29,147</b>	<b>25,504</b>	<b>87.50%</b>		<b>(77,867)</b>	<b>(111,397)</b>	<b>33,530</b>	<b>-30.10%</b>	<b>(445,588)</b>

Comments

- 1 Consists of 100 Tax Credit and Project-Based Section 8 Voucher units. Tenant rents are consistent with the budget.
- 2 Variance is due to income earned being less than anticipated.
- 3 Variance reflects expenses that are lower than the budget.
- 4 Variance is the result of activities held for the seniors.
- 5 Variance is due to two months of utilities being posted during the same month.
- 6 Variance for the period is due to payment of insurance and real estate taxes.

**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Balance Sheet**  
**March 25, 2018**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	76,206.64
Cash-Payroll	-3,120.51
Petty Cash	300.00
Total Unrestricted Cash	<u>73,386.13</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,350.00
Cash Restricted-Operating Reserve	25,119.58
Cash Restricted-Reserve for Replacement	238,780.04
Cash-Tax & Insurance Escrow	55,347.52
Investment 1	230,618.53
Total Restricted Cash	<u>560,215.67</u>
 TOTAL CASH	 <u>633,601.80</u>
 ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	2,720.92
Allowance for Doubtful Accounts-Tenants/Vendors	-2,687.12
Due from Polk County Housing Developers, Inc	22,324.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>22,357.80</u>
 OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	5,290.07
Prepaid Software Licenses	1,075.00
TOTAL OTHER CURRENT ASSETS	<u>6,865.07</u>
TOTAL CURRENT ASSETS	<u>662,824.67</u>
 NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Building Improvements	35,770.50
Furn, Fixt, & Equip	1,157,974.64
Accum Depreciation-Buildings	-2,803,465.50
Accum Depreciation- Misc FF&E	-1,010,927.85
Accum Depreciation-Infrastructure	-311,323.85
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	162,890.35
Compliance Fees	200,558.00
Amortization Tax Credit Fees	116,985.15
TOTAL FIXED ASSETS (NET)	<u>10,553,291.86</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>11,264,888.86</u>
TOTAL ASSETS	<u>11,927,713.53</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	12,574.72
Tenant Security Deposits	9,400.00
Security Deposit-Pet	950.00
Accrued Property Taxes	2,007.71
Accrued Interest NLP Loan	5,814.40
Accrued Audit Fees	10,624.95
Tenant Prepaid Rents	588.20
Accrued Compensated Absences-Current	249.59
Mortgage Note Payable	3,020,059.62
Second Mortgage Payable	850,000.00
Third Mortgage Payable	348,866.40
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	1,349,113.76
TOTAL CURRENT LIABILITIES	<u>6,574,870.35</u>
 NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	463.51
TOTAL NONCURRENT LIABILITIES	<u>463.51</u>
TOTAL LIABILITIES	<u>6,575,333.86</u>
 EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	6,985,758.71
GP Equity	-13.00
Special LP Equity	159,413.00
Syndication Costs	-30,000.00
TOTAL CONTRIBUTED CAPITAL	<u>7,115,158.71</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-1,762,779.04
TOTAL RETAINED EARNINGS:	<u>-1,762,779.04</u>
TOTAL EQUITY	<u>5,352,379.67</u>
TOTAL LIABILITIES AND EQUITY	<u>11,927,713.53</u>

**Lakeland Housing Authority  
West Bartow Partnership, Ltd., LLLP  
Changes in Cash  
For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	52,743.37	76,206.64	23,463.27
Cash-Payroll	-3,412.12	-3,120.51	291.61
Cash Restricted-Security Deposits	10,350.00	10,350.00	0.00
Cash Restricted-Operating Reserve	25,119.58	25,119.58	0.00
Cash Restricted-Reserve for Replacement	236,256.04	238,780.04	2,524.00
Cash-Tax & Insurance Escrow	50,787.52	55,347.52	4,560.00
Investment 1	230,618.53	230,618.53	0.00
<b>Total Cash</b>	<b>602,462.92</b>	<b>633,301.80</b>	<b>30,838.88</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	53,629.27	76,206.64	22,577.37
Cash-Payroll	-1,124.09	-3,120.51	-1,996.42
Cash Restricted-Security Deposits	10,253.00	10,350.00	97.00
Cash Restricted-Operating Reserve	25,119.58	25,119.58	0.00
Cash Restricted-Reserve for Replacement	231,200.97	238,780.04	7,579.07
Cash-Tax & Insurance Escrow	41,667.52	55,347.52	13,680.00
Investment 1	230,618.53	230,618.53	0.00
<b>Total Cash</b>	<b>591,364.78</b>	<b>633,301.80</b>	<b>41,937.02</b>

Lakeland Housing Authority

Hampton Hills (AMP 4)

Statement of Operations

For the Current and Three Months Ended March 25, 2018

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	820	1,987	(1,167)	-58.73%	1	6,969	5,961	1,008	16.91%	23,844
Other Tenant Income	-	22	(22)	-100.00%	2	225	65	160	246.15%	260
Grant Income	559	1,597	(1,038)	-65.02%	3	1,675	4,790	(3,115)	-65.03%	19,158
Other Income	-	8,333	(8,333)			(51,201)	25,000	(76,201)		100,000
<b>Total Revenue</b>	<b>1,379</b>	<b>11,939</b>	<b>(10,560)</b>	<b>-88.45%</b>		<b>(42,332)</b>	<b>35,816</b>	<b>(78,148)</b>	<b>-218.20%</b>	<b>143,262</b>
Administrative Expenses	7,069	5,103	1,966	38.52%	4	20,432	15,310	5,122	33.46%	61,241
Tenant Services Expenses	-	-	-			-	-	-		-
Utility Expense	154	-	154			225	-	225		-
Maintenance and Development Expense	560	2,464	(1,904)	-77.28%	5	3,816	7,393	(3,577)	-48.38%	29,571
General Expenses	308	274	34	12.27%	5	(2,015)	823	(2,838)	-344.91%	3,291
Housing Assistance Payments	276	63	213	338.10%	6	828	189	639	338.10%	756
Transfer In	-	-	-			-	-	-		-
Operating expense before Depreciation	8,368	7,905	463	5.85%		23,286	23,715	(428)	-1.81%	94,859
<b>Net Operating Income (Loss)</b>	<b>(6,989)</b>	<b>4,034</b>	<b>(11,023)</b>			<b>(65,619)</b>	<b>12,101</b>	<b>(77,719)</b>		<b>48,403</b>
Depreciation	27	27	(0)			80	81	(1)		324
<b>Total Expenses</b>	<b>8,395</b>	<b>7,932</b>	<b>463</b>	<b>5.83%</b>		<b>23,367</b>	<b>23,796</b>	<b>(429)</b>	<b>-1.80%</b>	<b>95,183</b>
<b>Net Income (Loss)</b>	<b>(7,016)</b>	<b>4,007</b>	<b>(11,023)</b>			<b>(65,699)</b>	<b>12,020</b>	<b>(77,719)</b>		<b>48,079</b>

Comments

- 1 Property is comprised of 7, Section 32 Public Housing units. Although rental income was lower than budgeted for the period, it continues to be higher than budgeted for the year due to evictions of homebuyers that were paying very little or no rent.
- 2 Variance is due to LHA enforcing the lease to purchase agreement. Management is also enforcing the requirement that homebuyers pay for damages caused to their homes prior to moving out.
- 3 Variance is due to subsidy received from HUD being less than the budget.
- 4 Variance is because of legal costs associated with sale of the homes.
- 5 Variance reflects expenses that are less than the budget.
- 6 Variance reflects FSS Escrow payments.

Lakeland Housing Authority

Hampton Hills (AMP 4)

Balance Sheet

March 25, 2018

ASSETS

CASH

Unrestricted Cash

Cash Operating 1 21,840.31

Cash-Payroll -69.61

Cash Operating 3 291,761.27

Total Unrestricted Cash 313,531.97

Restricted Cash

Cash Restricted-Security Deposits 2,700.00

Cash Restricted - FSS Escrow 2,760.00

Total Restricted Cash 5,460.00

TOTAL CASH 318,991.97

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors 1,008.76

AR-TPA/Fraud Recovery 2,330.24

Cleared Interfund Account -2,200.20

TOTAL DUE FROM -2,200.20

Lakeridge Homes 2nd Mortgage 340,900.00

TOTAL ACCOUNTS AND NOTES RECEIVABLE 342,038.80

OTHER CURRENT ASSETS

Eviction Deposit Acct. 500.00

Prepaid Insurance 3,986.97

Prepaid Software Licenses 1,047.50

TOTAL OTHER CURRENT ASSETS 5,534.47

TOTAL CURRENT ASSETS 666,565.24

NONCURRENT ASSETS

FIXED ASSETS

Buildings 641,624.51

Furniture & Fixtures 2,248.94

Accum Depreciation- Misc FF&E -1,688.88

Intangible Assets 642,184.57

TOTAL FIXED ASSETS (NET) 642,184.57

TOTAL NONCURRENT ASSETS 642,184.57

TOTAL ASSETS 1,308,749.81

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors -68.90

Tenant Security Deposits 2,700.00

Due to Federal Master 871.64

Due to Central Office Cost Center 330.00

Tenant Prepaid Rents 52.26

Accrued Compensated Absences-Current 32.31

TOTAL CURRENT LIABILITIES 3,917.31

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT 60.00

FSS Due to Tenant Long Term 2,760.00

TOTAL NONCURRENT LIABILITIES 2,820.00

TOTAL LIABILITIES 6,737.31

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets 1,302,012.50

TOTAL RETAINED EARNINGS: 1,302,012.50

TOTAL EQUITY 1,302,012.50

TOTAL LIABILITIES AND EQUITY 1,308,749.81

**Lakeland Housing Authority  
Hampton Hills (AMP 4)  
Changes in Cash**

**For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	33,002.16	21,840.31	-11,161.85
Cash-Payroll	-263.43	-69.61	193.82
Cash Operating 3	291,761.27	291,761.27	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	2,700.00	2,700.00	0.00
Cash Restricted - FSS Escrow	2,484.00	2,760.00	276.00
Cash Restricted - Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>329,684.00</b>	<b>318,991.97</b>	<b>-10,692.03</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	39,336.12	21,840.31	-17,495.81
Cash-Payroll	-797.26	-69.61	727.65
Cash Operating 3	185,892.33	291,761.27	105,868.94
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	2,700.00	2,700.00	0.00
Cash Restricted - FSS Escrow	1,932.00	2,760.00	828.00
Cash Restricted - Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>229,063.19</b>	<b>318,991.97</b>	<b>89,928.78</b>

Lakeland Housing Authority

YouthBuild-DOL 2016 (49)

Statement of Operations

For the Current and Three Months Ended March 25, 2018

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	36,769	36,045	725	2.01%	1	87,169	108,134	(20,966)	-19.39%	432,537
Other Income	-	-	-			-	-	-		-
<b>Total Revenue</b>	<b>36,769</b>	<b>36,045</b>	<b>725</b>	<b>2.01%</b>		<b>87,169</b>	<b>108,134</b>	<b>(20,966)</b>	<b>-19.39%</b>	<b>432,537</b>
Administrative Expenses	34,221	25,439	8,781	34.52%	2	81,477	76,318	5,159	6.76%	305,273
Tenant Services Expenses	8,300	10,126	(1,826)	-18.03%	3	20,518	30,379	(9,860)	-32.46%	121,514
Utility Expense	-	-	-			-	-	-		-
Maintenance and Development Expense	174	88	86	96.97%	4	1,002	265	737	278.10%	1,060
General Expenses	278	391	(113)	-29.00%	3	863	1,173	(310)	-26.43%	4,690
Operating expense before Depreciation	42,973	36,045	6,928	19.22%		103,860	108,134	(4,274)	-3.95%	432,537
<b>Net Operating Income (Loss)</b>	<b>(6,203)</b>	<b>-</b>	<b>(6,203)</b>			<b>(16,692)</b>	<b>-</b>	<b>(16,692)</b>		<b>-</b>
Depreciation	-	-	-			-	-	-		-
<b>Total Expenses</b>	<b>42,973</b>	<b>36,045</b>	<b>6,928</b>	<b>19.22%</b>		<b>103,860</b>	<b>108,134</b>	<b>(4,274)</b>	<b>-3.95%</b>	<b>432,537</b>
<b>Net Income (Loss)</b>	<b>(6,203)</b>	<b>-</b>	<b>(6,203)</b>			<b>(16,692)</b>	<b>-</b>	<b>(16,692)</b>		<b>-</b>

Comments

- 1 Variance is due to timing of receipt of subsidy from DOL.
- 2 Although administrative expenses were over budget for the period, the expense continues to be within budget for year-to-date.
- 3 Variance is due to expenses being less than budgeted.
- 4 Variance is due to costs associated with migration to Office 365.



Lakeland Housing Authority

YouthBuild-DOL 2016 (49)

Balance Sheet

March 25, 2018

**ASSETS**

CASH

Cash Operating 1	314.65
Cash-Payroll	391.48
Petty Cash	1,333.32
Cash in PH Master Account	76,756.98
Total Unrestricted Cash	<u>78,796.43</u>

Claim on Cash	<u>-70,585.26</u>
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TOTAL CASH	<u>8,211.17</u>
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ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	<u>0.00</u>
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TOTAL DUE FROM	<u>0.00</u>
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TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>0.00</u>
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OTHER CURRENT ASSETS

Prepaid Insurance	<u>3,211.83</u>
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TOTAL OTHER CURRENT ASSETS	<u>3,211.83</u>
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TOTAL CURRENT ASSETS	<u>11,423.00</u>
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NONCURRENT ASSETS

FIXED ASSETS

Automobiles	21,299.00
-------------	-----------

Accum Depreciation- Misc FF&E	-21,299.00
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TOTAL FIXED ASSETS (NET)	<u>0.00</u>
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TOTAL NONCURRENT ASSETS	<u>0.00</u>
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TOTAL ASSETS	<u>11,423.00</u>
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**LIABILITIES & EQUITY**

CURRENT LIABILITIES

A/P Vendors and Contractors	11,536.37
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Due to Federal Master	9,576.21
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Due to Central Office Cost Center	3,241.39
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Accrued Compensated Absences-Current	<u>3,094.24</u>
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TOTAL CURRENT LIABILITIES	<u>27,448.21</u>
---------------------------	------------------

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	<u>5,746.44</u>
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TOTAL NONCURRENT LIABILITIES	<u>5,746.44</u>
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TOTAL LIABILITIES	<u>33,194.65</u>
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EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	-35,043.65
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Retained Earnings - Restricted Net Assets	<u>13,272.00</u>
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TOTAL RETAINED EARNINGS:	<u>-21,771.65</u>
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TOTAL EQUITY	<u>-21,771.65</u>
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TOTAL LIABILITIES AND EQUITY	<u>11,423.00</u>
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**Lakeland Housing Authority  
YouthBuild-DOL 2016 (49)  
Changes in Cash**

**For the Current and Three Months Ended March 25, 2018**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	1,413.91	314.65	-1,099.26
Cash-Payroll	-1,207.45	391.48	1,598.93
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>206.46</b>	<b>706.13</b>	<b>499.67</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	10,678.07	314.65	-10,363.42
Cash-Payroll	-14,315.35	391.48	14,706.83
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-3,637.28</b>	<b>706.13</b>	<b>4,343.41</b>

**LAKELAND HOUSING AUTHORITY**  
**Grant Report**  
Updated as of April 11, 2018

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
<b>Capital Fund Program</b>	<b>(HUD)</b>								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	251,538.00	251,538.00	0.00
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	341,004.00	341,004.00	0.00
CFP - 2015		04-13-15	04-12-17	04-12-19	345,575.00	311,017.50	313,186.94	305,349.31	40,225.69
CFP - 2016		04-13-16	04-12-18	04-12-20	358,393.00	322,553.70	336,513.32	231,939.01	126,453.99
				<b>CFP Subtotal:</b>	<b>2,186,904.00</b>	<b>1,968,213.60</b>	<b>2,132,636.26</b>	<b>2,020,224.32</b>	<b>166,679.68</b>
<b>Replacement Housing Factor</b>	<b>(HUD)</b>								
RHF - 2009(a)		09-15-09	10-29-16	07-29-17	282,108.00	253,897.20	282,108.00	282,108.00	0.00
RHF - 2009(b)		04-02-10	10-29-16	07-29-17	149,804.00	134,823.60	149,804.00	149,804.00	0.00
RHF - 2010		07-15-10	10-29-16	07-29-18	441,385.00	397,246.50	441,385.00	278,687.02	162,697.98
RHF - 2011		08-03-11	10-29-16	10-29-18	380,321.00	342,288.90	380,321.00	0.00	380,321.00
RHF - 2012(b)		03-12-12	10-29-16	10-29-18	70,661.00	63,594.90	70,661.00	0.00	70,661.00
RHF - 2013(a)		09-09-13	10-29-18	04-12-19	208,904.00	188,013.60	208,904.00	0.00	208,904.00
RHF - 2013(b)		09-09-13	10-29-16	10-29-18	62,529.00	56,276.10	62,529.00	0.00	62,529.00
RHF - 2014		05-13-14	10-29-18	04-12-19	185,710.00	167,139.00	185,710.00	0.00	185,710.00
RHF - 2015		04-13-15	10-29-18	04-12-19	187,612.00	168,850.80	187,612.00	0.00	187,612.00
RHF - 2016		04-13-16	10-29-18	04-12-20	193,574.00	174,216.60	193,574.00	0.00	193,574.00
				<b>RHF Subtotal:</b>	<b>2,162,608.00</b>	<b>1,946,347.20</b>	<b>2,162,608.00</b>	<b>710,599.02</b>	<b>1,452,008.98</b>
<b>HOPE VI</b>	<b>(HUD)</b>	04-05-00		12-31-17	21,842,801.00	19,658,520.90	21,842,801.00	21,842,801.00	0.00
<b>Safety &amp; Security Grant</b>	<b>(HUD)</b>	03-20-13	03-19-14	03-19-15	250,000.00	225,000.00	250,000.00	250,000.00	0.00
				<b>Safety &amp; Security Subtotal:</b>	<b>250,000.00</b>	<b>225,000.00</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>0.00</b>
<b>Resident Opportunities and Self Sufficiency</b>	<b>(HUD)</b>								
ROSS - Family Self Sufficiency 2016		07-08-16	12-31-17		105,738.00	95,164.20	53,533.65	53,533.65	52,204.35
ROSS - Family Self Sufficiency 2015		01-01-16	12-31-16		105,738.00	95,164.20	105,738.00	105,738.00	0.00
ROSS - Service Coordinator 2016		02-01-17	01-31-20		219,185.00	197,266.50	20,201.24	20,201.24	198,983.76
				<b>ROSS Subtotal:</b>	<b>430,661.00</b>	<b>387,594.90</b>	<b>179,472.89</b>	<b>179,472.89</b>	<b># 251,188.11</b>
<b>YouthBuild 2016 Grant (new)</b>	<b>(DOL)</b>	10-17-16	02-16-20		990,024.00	891,021.60	424,466.39	424,466.39	565,557.61
				<b>YouthBuild Subtotal:</b>	<b>990,024.00</b>	<b>891,021.60</b>	<b>424,466.39</b>	<b>424,466.39</b>	<b>565,557.61</b>
<b>YouthBuild 2014 Grant</b>	<b>(DOL)</b>	08-11-14	12-10-17		974,124.00	876,711.60	974,124.00	974,124.00	0.00
				<b>YouthBuild Subtotal:</b>	<b>974,124.00</b>	<b>876,711.60</b>	<b>974,124.00</b>	<b>974,124.00</b>	<b>0.00</b>
<b>21st Century</b>	<b>(DOE)</b>	08-01-13	07-31-14		324,331.00	291,897.90	199,395.53	199,395.50	124,935.50
				<b>21st Century Subtotal:</b>	<b>324,331.00</b>	<b>291,897.90</b>	<b>199,395.53</b>	<b>199,395.50</b>	<b>124,935.50</b>



LAKELAND HOUSING AUTHORITY(CITY OF)  
**Obligated/Expenditure Status**

[Menu](#) [Auth](#)  
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[Menu](#) => Oblig/Exp Status



**PLEASE NOTE:**  
**Congratulations, you have just reported 90% obligation compliance on grant FL29P01150116. Obligated/expended reporting requirements are now re-aligned back to the end of the month for this grant.**

✓ Provided								
Grant Number	Obligation End	Reporting Period Due	LOCCS Authorized	Cumulative PHA Obligated	LOCCS Disbursed	Cumulative PHA Expended		
<b>Capital Fund Program (CFP)</b>								
<u>12</u>	<a href="#">FL14E011501-</a>	03-19-2014	<a href="#">03-31-2018</a> ✓	04-06-2018	\$250,000.00	\$250,000.00	<b>100%</b>	\$250,000.00 \$250,000.00 <b>100%</b>
			<a href="#">04-30-2018</a>	05-07-2018	\$250,000.00	-	-	\$250,000.00 - -
<u>09</u>	<a href="#">FL14P011501-</a>	09-14-2011	<a href="#">03-31-2018</a> ✓	04-06-2018	\$640,879.00	\$640,879.00	<b>100%</b>	\$640,879.00 \$640,879.00 <b>100%</b>
			<a href="#">04-30-2018</a>	05-07-2018	\$640,879.00	-	-	\$640,879.00 - -
<u>10</u>	<a href="#">FL14P011501-</a>	07-14-2012	<a href="#">03-31-2018</a> ✓	04-06-2018	\$639,073.00	\$639,073.00	<b>100%</b>	\$639,073.00 \$639,073.00 <b>100%</b>
			<a href="#">04-30-2018</a>	05-07-2018	\$639,073.00	-	-	\$639,073.00 - -
<u>11</u>	<a href="#">FL14P011501-</a>	08-02-2013	<a href="#">03-31-2018</a> ✓	04-06-2018	\$562,980.00	\$562,980.00	<b>100%</b>	\$562,980.00 \$562,980.00 <b>100%</b>
			<a href="#">04-30-2018</a>	05-07-2018	\$562,980.00	-	-	\$562,980.00 - -
<u>12</u>	<a href="#">FL14P011501-</a>	03-11-2014	<a href="#">03-31-2018</a> ✓	04-06-2018	\$327,414.00	\$327,414.00	<b>100%</b>	\$327,414.00 \$327,414.00 <b>100%</b>
			<a href="#">04-30-2018</a>	05-07-2018	\$327,414.00	-	-	\$327,414.00 - -
<u>13</u>	<a href="#">FL14P011501-</a>	09-08-2015	<a href="#">03-31-2018</a> ✓	04-06-2018	\$251,538.00	\$251,538.00	<b>100%</b>	\$251,538.00 \$251,538.00 <b>100%</b>
			<a href="#">04-30-2018</a>	05-07-2018	\$251,538.00	-	-	\$251,538.00 - -

14	<a href="#">FL14P011501-</a>	05-12-2016	<b>03-31-2018</b> ✓	04-06-2018	\$341,004.00	\$341,004.00	<b>100%</b>	\$341,004.00	\$341,004.00	<b>100%</b>
			<b>04-30-2018</b>	05-07-2018	\$341,004.00	-	-	\$341,004.00	-	-
15	<a href="#">FL14P011501-</a>	04-12-2017	<b>03-31-2018</b> ✓	04-06-2018	\$345,575.00	\$313,186.94	<b>90%</b>	\$305,349.31	\$305,349.31	<b>88%</b>
			<b>04-30-2018</b>	05-07-2018	\$345,575.00	-	-	\$305,349.31	-	-
	<a href="#">FL14R011501-13</a>	10-29-2018	<b>03-31-2018</b> ✓	04-06-2018	\$208,904.00	\$208,904.00	<b>100%</b>	\$0.00	\$0.00	<b>0%</b>
			<b>04-30-2018</b>	05-07-2018	\$208,904.00	-	-	\$0.00	-	-
	<a href="#">FL14R011501-14</a>	10-29-2018	<b>03-31-2018</b> ✓	04-06-2018	\$185,710.00	\$185,710.00	<b>100%</b>	\$0.00	\$0.00	<b>0%</b>
			<b>04-30-2018</b>	05-07-2018	\$185,710.00	-	-	\$0.00	-	-
	<a href="#">FL14R011501-15</a>	10-29-2018	<b>03-31-2018</b> ✓	04-06-2018	\$187,612.00	\$187,612.00	<b>100%</b>	\$0.00	\$0.00	<b>0%</b>
			<b>04-30-2018</b>	05-07-2018	\$187,612.00	-	-	\$0.00	-	-
	<a href="#">FL14R011502-09</a>	10-29-2016	<b>03-31-2018</b> ✓	04-06-2018	\$282,108.00	\$282,108.00	<b>100%</b>	\$282,108.00	\$282,108.00	<b>100%</b>
			<b>04-30-2018</b>	05-07-2018	\$282,108.00	-	-	\$282,108.00	-	-
	<a href="#">FL14R011502-10</a>	10-29-2016	<b>03-31-2018</b> ✓	04-06-2018	\$441,385.00	\$441,385.00	<b>100%</b>	\$278,687.02	\$278,687.02	<b>63%</b>
			<b>04-30-2018</b>	05-07-2018	\$441,385.00	-	-	\$278,687.02	-	-
	<a href="#">FL14R011502-11</a>	10-29-2016	<b>03-31-2018</b> ✓	04-06-2018	\$380,321.00	\$380,321.00	<b>100%</b>	\$0.00	\$0.00	<b>0%</b>
			<b>04-30-2018</b>	05-07-2018	\$380,321.00	-	-	\$0.00	-	-
	<a href="#">FL14R011502-12</a>	10-29-2016	<b>03-31-</b>		\$70,661.00	\$70,661.00	<b>100%</b>	\$0.00	\$0.00	<b>0%</b>

		<a href="#">2018</a> ✓	04-06-2018							
		<a href="#">04-30-2018</a>	05-07-2018	\$70,661.00	-	-	\$0.00	-	-	
<a href="#">FL14R011502-13</a>	10-29-2016	<a href="#">03-31-2018</a> ✓	04-06-2018	\$62,529.00	\$62,529.00	<b>100%</b>	\$0.00	\$0.00	<b>0%</b>	
		<a href="#">04-30-2018</a>	05-07-2018	\$62,529.00	-	-	\$0.00	-	-	
<a href="#">FL14R011504-09</a>	10-29-2016	<a href="#">03-31-2018</a> ✓	04-06-2018	\$149,804.00	\$149,804.00	<b>100%</b>	\$149,804.00	\$149,804.00	<b>100%</b>	
		<a href="#">04-30-2018</a>	05-07-2018	\$149,804.00	-	-	\$149,804.00	-	-	
<a href="#">16</a> <a href="#">FL29P011501-</a>	04-12-2018	<a href="#">03-31-2018</a> ✓	04-06-2018	\$358,393.00	\$246,196.26	<b>68%</b>	\$231,939.01	\$120,366.36	<b>33%</b>	
		<a href="#">04-12-2018</a> ✓	04-19-2018	\$358,393.00	\$336,513.32	<b>93%</b>	\$231,939.01	\$231,939.01	<b>64%</b>	
<a href="#">17</a> <a href="#">FL29P011501-</a>	08-15-2019	<a href="#">03-31-2018</a> ✓	04-06-2018	\$608,069.00	\$0.00	<b>0%</b>	\$0.00	\$0.00	<b>0%</b>	
		<a href="#">04-30-2018</a>	05-07-2018	\$608,069.00	-	-	\$0.00	-	-	
<a href="#">FL29R011501-16</a>	10-29-2018	<a href="#">03-31-2018</a> ✓	04-06-2018	\$193,574.00	\$193,574.00	<b>100%</b>	\$0.00	\$0.00	<b>0%</b>	
		<a href="#">04-30-2018</a>	05-07-2018	\$193,574.00	-	-	\$0.00	-	-	
<b>Urban Revitalization Program(Hope6) (URP)</b>										
<a href="#">FL14URD0111199</a>	12-31-2017	<a href="#">03-31-2018</a> ✓	04-06-2018	\$21,842,801.00	\$21,842,801.00	<b>100%</b>	\$21,842,801.00	\$21,842,801.00	<b>100%</b>	
		<a href="#">04-30-2018</a>	05-07-2018	\$21,842,801.00	-	-	\$21,842,801.00	-	-	



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## April 2018 Board Report



### Program Manager's Report

- During the month of March, YouthBuild-Lakeland (YBL) Senior Program Manager made several construction site visits to meet with Miller Construction's Foreman, our YBL Construction Supervisor and to interact with the YBL participants at the jobsite.
- On March 22, 2018 staff chaperoned our YouthBuild-Lakeland Students to the Pinellas County Job Corps Center in St. Petersburg, Florida.
- YouthBuild-Lakeland Cycle 15 Commencement has been scheduled for May 3, 2018 – 6:00 p.m. at Simpson Park Community Center.
- On Wednesday, March 28, 2018, the Senior Program Manager attended the Central Florida Business Diversity Meeting. The guest speaker was City Manager Tony Delgado. His topic was the City of Lakeland's Comprehensive Plan.

### Community

- YouthBuild-Staff and students supported "Gig on the Grass" by assisting vendors with unloading cars and helping with set-up and directing traffic; controlling Bounce House activity; and serving attendees at the condiment station. At the end of the event, YBL participants helped vendors break-down their tents/displays, clean-up areas and load cars.





## **Academics**

Cycle 15 is ending and the participants are individually completing their paths towards their educational goals. All twenty of the participants have earned a credential that will lead to post-secondary education or career certification. High School Equivalency achievement is currently at 93.3%. HBI PACT achievement is at 90%. Special congratulations go out to Joey Schwab for his completion of the MSSC's CPT program through Polk State Community College's TRAMCON grant. Joey completed a rigorous 8-week program and earned the nationally recognized credential in manufacturing.

## **Recruiting**

Cycle 16 is approaching and recruiting has been moving ahead. Open Houses are being held bi-weekly and being attended by an average of 5-10 young people each time. Two weeks ago, Cynthia Zorn-Shaw and Rick Mooneyham, presented at the Interdenominational Ministerial Alliance (IMA) Board of Director's meeting. This was an opportunity for the clergy in the area to hear about YouthBuild and be made aware of the program. We asked that our program information be included in their church announcements. The members of the board were very encouraged and supportive of the program. Terry Love and Cynthia Zorn-Shaw presented the YouthBuild-Lakeland program to Mr. Denard Joe, President/CEO of a social nightspot that is frequented by young adults. Mr. Joe is very impressed with our program and has agreed to promote it at his place of business. During the month of March, Terry Love distributed advertisement flyer/applications at this location. We continue to pass out flyers and spread the word about the program and the upcoming Cycle 16.

## **Career Development and Placement**

Cycle 15 YBL participants continued to have their minds challenged and skills enhanced to prepare them for entry level, gainful employment soon, during various 'OPERATION EMPOWERMENT: Transform Your Thinking to Transform Your Life' workshops. During the month of March participants continued training that included, but was not limited to the expectations of today's employers, successful interviewing skills, becoming entrepreneurs, mock interviews, how to motivate yourself with positive transformation, registration with EmployFlorida and Work Opportunity and Innovation Act (WIOA) orientation. Facilitators included: Sharon Lewis-Mathis, EO Diversity Representative with Polk County Board of County Commissioners with several team members of the Polk County Fire Rescue: George Gibson, Kurt King, and Ladaran Wilson; Brenda Arnold, Financial Aid Advisor of Polk State College; a visit/tour of Traviss Career Center; and a visit/tour to Pinellas County Job Corps Center in St. Petersburg, Florida. The Career Development Coordinator continued to assist graduates of YBL Cycles 13 and 14 as needed.

On March 7<sup>th</sup>, the Career Development Coordinator attended the monthly Agency Meeting at the United Way of Central Florida's office.

## **Construction**

During the month of March, YBL prepared to exit the program. Approximately 90% of the Cycle 15 participants have earned their PACT certification in construction, making this another successful cycle

at YBL. The participants were encouraged to be proud of having been afforded the opportunity to assist in the construction, from the ground up, of the Williamstown development. This afforded them a full cycle of hands-on experience in a building process.

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**Earl W. Haynes**  
Program Director

**Richard Mooneyham**  
Program Manager/Academic Instructor

**Cynthia E. Zorn-Shaw**  
Career Development Coordinator

**Terry Love**  
Construction Training Supervisor

**Aimee Pickup**  
Administrative Assistant

# **RESOLUTIONS**

**The Housing Authority of the City of Lakeland  
Request for Board Action**

**1. Describe Board Action Requested and why it is necessary:**

**Re: Resolution # 18-1453**

The Board of Commissioners is requested to ratify and approve the above-referenced resolution to authorize the Executive Director to enter into a contract with *Evolve Contracting Inc., d.b.a. Evolve Professional Management, LLC.* to provide *Irrigation and Landscaping Re-Development for Cecil Gober Villas.*

**2. Who is making request:**

- A. Entity: The Housing Authority of the City of Lakeland
- B. Project: *Cecil Gober Irrigation and Landscaping Re-Development Agreement*
- C. Originator: Valerie Brown

**3. Cost Estimate:**

Not-to-exceed \$107,038.10

**Narrative:**

On October 24, 2013, the Department of Housing and Urban Development (HUD) issued the Final Rule for the Public Housing Capital Fund Program (CFP). As part of the Final Rule, the requirement for a Physical Needs Assessment (PNA) was expanded to include small public housing authorities (PHAs). Historically, this requirement had only been applicable to large PHAs. To comply with this regulation, the Housing Authority of the City of Lakeland (LHA) procured PNAs and Energy Audits for its five (5) affordable communities that contained public housing units. Since Cecil Gober Villas has historically operated as an Elderly Designated community comprised of 37 public housing units, a PNA and Energy Audit was performed for this site. Although the PNA and Energy Audit for Cecil Gober Villas dated August 29, 2013 outlined that the landscaping appeared to be in good to fair condition, LHA's CFP 5-Year Action Plan and Annual Statement/Performance and Evaluation Reports for CFP 2011-2014 Grants contemplated landscaping improvements since LHA's Approved Agency Plans for Calendar Years 2016-2018 included modernization and reconfiguration of the units so that seniors living within the community could age in place.

On April 5, 2017, LHA executed Task Order Number LHA0113C014-13 to BBE-Boggs Engineering, LLC, *Engineer of Record*, to develop irrigation and landscaping plans for the site. On March 7, 2018, LHA used designed documents developed by the *Engineer of Record* to issue an Invitation for Bids (IFB) for Irrigation and Landscaping Re-Development. The IFB was emailed to five (5) professional firms and was advertised in

the *Lakeland Ledger*. One response was received prior to the March 21, 2018 deadline. Accordingly, the response was sent to the *Engineer of Record* to determine whether the price was fair and reasonable and included all work outlined by the IFB. On April 3, 2018, the *Engineer of Record* confirmed that the response was fair and reasonable and included work as outlined by the IFB; thus, LHA could proceed with award to *Evolve Contracting Inc., d.b.a. Evolve Professional Management, LLC*. Therefore, staff is recommending that the Board of Commissioners approve the award of the *Cecil Gober Irrigation and Landscaping Re-Development Agreement* to ***Evolve Contracting Inc., d.b.a. Evolve Professional Management, LLC*** in the not-to-exceed amount of **\$107,038.10**.

**RESOLUTION NO. 18-1453**

**APPROVING THE AWARD OF AN AGREEMENT FOR CECIL GOBER  
IRRIGATION AND LANDSCAPING RE-DEVELOPMENT**

**WHEREAS**, the Housing Authority of the City of Lakeland has historically operated Cecil Gober Villas as an Elderly Designated community comprised of thirty-seven (37) public housing units; and

**WHEREAS**, the Housing Authority of the City of Lakeland's approved Agency Plans for Calendar Years 2016-2018 included modernization and reconfiguration of the units so that seniors living within the community could age in place; and

**WHEREAS**, the Housing Authority of the City of Lakeland desires to provide attractive grounds at Cecil Gober Villas for the enjoyment of its seniors, visitors, and staff; and

**WHEREAS**, the Housing Authority of the City of Lakeland desires to install irrigation and redevelopment landscaping at the Cecil Gober Villas; and

**WHEREAS**, the Housing Authority of the City of Lakeland's Capital Fund Program (CFP) 5-Year Action Plan and Annual Statement/Performance and Evaluation Reports for CFP 2011-2014 Grants contemplated landscaping improvements; and

**WHEREAS**, on April 5, 2017, the Housing Authority of the City of Lakeland's executed Task Order Number LHA0113C014-13 to BBE-Boggs Engineering, LLC, *Engineer of Record*, to develop irrigation and landscaping plans for the site; and

**WHEREAS**, on March 7, 2018, the Housing Authority of the City of Lakeland's used designed documents developed by the *Engineer of Record* to issue an Invitation for Bids for Irrigation and Landscaping Re-Development; and

**WHEREAS**, one response was received prior to the March 21, 2018 deadline; and

**WHEREAS**, the response was sent to the *Engineer of Record* to determine whether the price was fair and reasonable and included all work outlined by the Invitation for Bids; and

**WHEREAS**, on April 3, 2018, the *Engineer of Record* confirmed that the response was fair and reasonable and included work as outlined by the Invitation for Bids; thus, the Housing Authority of the City of Lakeland's could proceed with award to *Evolve Contracting Inc., d.b.a. Evolve Professional Management, LLC*; and

**WHEREAS**, on April 3, 2018, the Housing Authority of the City of Lakeland's and *Evolve Contracting Inc., d.b.a. Evolve Professional Management, LLC*, executed an agreement to complete the above described work.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby ratifies and approves the award of the *Cecil Gober Irrigation and Landscaping Re-Development Agreement* to *Evolve Contracting Inc., d.b.a. Evolve Professional Management, LLC* in the not-to-exceed amount of **\$107,038.10**.

#### **CERTIFICATE OF COMPLIANCE**

This is to certify that the Board of Commissioners of the Housing Authority of the City of Lakeland has approved and adopted this Resolution No. 18-1453 dated April 16, 2018.

Attested by:

\_\_\_\_\_  
Benjamin Stevenson, Secretary

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Michael A. Pimentel, Chairman