



430 Hartsell Ave
Lakeland, FL 33815

(863) 687-2911

<http://LakelandHousing.org>



Board Of Commissioners

Michael Pimentel, Chairman

Edward Hall

David Samples

Joseph DiCesare

Lorenzo Robinson

Shelly Asbury

Judy Mas

REGULAR BOARD MEETING

Monday, October 19, 2020

Benjamin Stevenson, Executive Director
Ricardo Gilmore, Esquire

AGENDA
Regular Board Meeting of the
Board of Commissioners for
The Housing Authority of the City of Lakeland, Florida

Monday, October 19, 2020 at 6:00 P.M.
LHA Board Room – Virtual Meeting

Pledge of Allegiance

Moment of Silence

Establish a Quorum

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Board Meeting Minutes for August 17, 2020**
- 3. Public Forum**
- 4. Old Business**
- 5. New Business**
 - Employee of the Month
- 6. Secretary's Report**
 - **Housing & Operations**

Resolution # 20-1487- The Board of Commissioners is requested to approve the 2021 Housing Authority of the City of Lakeland Agency Plan in order to satisfy a U.S. Department of Housing and Urban Development requirement.

Resolution # 20-1488 – The Board of Commissioners is required to approve the 2021 Annual Budgets for the Housing Authority of the City of Lakeland to satisfy a U.S. Department of Housing and Urban Development requirement.
 - **Administration & Finance**
- 7. Legal Report**
- 8. Public Forum**

9. Other Business

10. Adjournment

MINUTES
Regular Board Meeting of the
Board of Commissioners of the Housing Authority of the City of Lakeland
Monday, September 21, 2020
430 Hartsell Avenue, Lakeland, Florida.

LHA Board Members Present: Michael Pimentel, Chairman
Edward Hall, Commissioner
Joseph DiCesare, Commissioner
Lorenzo Robinson, Commissioner
Shelly Asbury, Commissioner
Judy Mas, Commissioner
David Samples, Commissioner

Secretary: Benjamin Stevenson

Legal Counsel: Ricardo Gilmore

The meeting was called to order at 6:01 p.m. by Chairman Pimentel. The meeting was a virtual meeting using Skype for Business due to COVID-19.

The Pledge of Allegiance and a Moment of Silence were observed.
A quorum was established.

Mr. Gilmore requested permission to read a disclaimer regarding the format for tonight's meeting. He read and summarized Executive Orders number's 20-52, 20-68, and 20-69 signed by Governor DeSantis. The content of the orders is written in response to COVID-19 and the current pandemic and outline precautionary measures for providing basic protections for businesses, public boards, and the general public. He requested all board members, and other persons attending the meeting, when speaking on the record to please identify themselves by stating their full name. The request was made because the meeting is being conducted via the internet.

APPROVAL OF THE AGENDA

- Motion to approve the meeting Agenda.

Motion by Commissioner Hall, seconded by Commissioner Asbury.

Vote: Commissioners

Michael Pimentel – Aye

Joseph DiCesare – Aye

Shelly Asbury – Aye

Edward Hall – Aye

Lorenzo Robinson – Aye

David Samples – Aye

Judy Mas – during the vote experience audio difficulties.

APPROVAL AND ACCEPTANCE OF MINUTES

- Motion to approve and accept the minutes of the meeting of the Board of Commissioners held on August 17, 2020.

Motion by Commissioner Samples, seconded by Commissioner Robinson.

Vote: Commissioners

Michael Pimentel – Aye

Edward Hall – Aye

Joseph DiCesare – Aye

Lorenzo Robinson– Aye

Shelly Asbury – Aye

Judy Mas – Aye

David Samples – Aye

PUBLIC FORUM

None.

OLD BUSINESS

None.

NEW BUSINESS

Employee of the Month

Roderick Ross, Employee of the Month for August 2020, currently works at The Manor at West Bartow and has worked for LHA for over 10 years. He was presented by Patricia Lewis-Blue, Property Manager. Mr. Ross was unable to be present. Ms. Blue stated Mr. Ross is an impeccable worker and was a very value asset to her transition in 2019 to the property. He has a vast knowledge of the property and has been there since its conception over 10 years. He has a relationship with the residents, and they think the world of him. In fact, to some of them he is like extended family. Mr. Ross is very dependable, reliable, loyal and always willing to help.

Mr. Stevenson also gave Mr. Ross accolades for is valued work ethic over the years at the Bartow property. He is a valued worker that also lives on-site. The residents have access to him on days, nights and weekends.

SECRETARY’S REPORT

Twin Lakes Estates Phase II

The Developer Partner continues to make good progress with the construction. Staff will not be leasing up on October 1, 2020. The Twin Lake Phase II community center will be ready by mid-October 2020. The units are anticipated to be completed by January

2021. The two Phase III families living in units physically located in the Phase II footprint have been relocated off-site. The families are staying in a hotel while they look for permanent housing.

Twin Lakes Estates Phase III

Mr. Stevenson indicated that HUD approved the Section 8 relocations vouchers. The vouchers have now been funded by HUD. Copies of the two letters are in this month's Board Report under "Other Business." Staff is hopeful the families can be relocated by the end of the first quarter of 2021.

The City of Lakeland CRA did not select Phase III for funding. Phase II, however, was awarded \$280,000. The funding award was approved by City Council. The City of Lakeland has released a second RFP for affordable housing and the Developer Partner will be submitting an application. They will request \$500,000 which will be used as leverage for a 9% tax credit application.

HOPE VI Closeout

Staff has engaged the architect to complete the physical needs assessment at the Renaissance property. A HUD-REAC inspector is a part of the architect's team. The REAC inspector will inspect each housing unit at Renaissance. This will allow LHA to come up with a budget to identify the necessary repairs and the actual work that needs to be done. The assessment will help staff to create a budget to use the funds received from the TD Bank loan for improvements at both the Renaissance and Carrington Place.

10th Street Property

Mr. Stevenson staff is waiting on the first set of drawings from the architect. The drawings are expected sometime in the next couple of weeks. The architect is also working on a plan amendment with Polk County.

Arbor Manor

LHA continues to work on its due diligence for the purchase of a 5-acre lot adjacent to the site. Staff is still waiting on GLE to complete its environmental assessments. LHA will be scheduling a call with Saxon Gilmore and their environmental attorney discuss the situation.

HOUSING AND OPERATIONS

Carlos Pizarro, VP of Housing, reported the properties are doing well.

Mr. Pizarro presented Resolution No. 20-1485 for approval. The resolution is requesting approval and adoption of the Section 8 Housing Choice Voucher Program Payment Standards for 2021.

- Motion to approve Resolution No. 20-1485.

Motion by Commissioner Hall, seconded by Commissioner DiCesare.

Vote: Commissioners

Michael Pimentel – Aye

Joseph DiCesare – Aye

Shelly Asbury – Aye

Edward Hall –Aye

Lorenzo Robinson– Aye

Judy Mas – Aye

David Samples – Aye

Mr. Pizzaro informed the board that the proposed 2021 Agency Plan will be presented for approval at the October 2020 LHA Board meeting. He requested the Board contact the Executive Director if they had any questions or comments. Staff will respond to any inquiries before the next board meeting.

Mr. Pizzaro also stated he included a Fair Housing Demographic Report with the Housing Report for the commissioners’ review.

FINANCE AND ADMINISTRATION

Valerie Turner gave a thorough overview of the Financial Report. She also stated there are only two homes left for sale with the Hampton Hill Homeownership Program.

Mr. Turner presented Resolution No. 20- 1486. The resolution requests the Board of Commissioners to approve and authorize the Executive Director to enter into an easement agreement with the City of Lakeland for a portion of the West Lake redevelopment site.

- Motion to approve Resolution No. 20-1486

Motion by Commissioner Robinson, seconded by Commissioner Hall.

Vote: Commissioners

Michael Pimentel – Aye

Joseph DiCesare – Aye

Shelly Asbury – Aye

Edward Hall –Aye

Lorenzo Robinson– Aye

Judy Mas – Aye

David Samples – Aye

PUBLIC FORUM

None.

LEGAL REPORT

Mr. Gilmore gave a brief report. There are no pressing legal matters.

OTHER BUSINESS

Commissioner Robinson gave his appreciation to LHA for the distribution of 1,400 food boxes to housing authority residents and neighboring community associations this month. He stated the effort really brought the community together which is the essence of how communities should work. Partnering to provide events and services for the people. Mr. Stevenson advised the event will be done again next month.

The meeting adjourned at 6:30 p.m.

Benjamin Stevenson, Secretary

SECRETARY'S REPORT

Secretary's Report
October 2020
DEVELOPMENT UPDATES

West Lake Phase I

The property received all of the necessary approvals for occupancy in August 2019. The senior building currently is 100% occupied. The property is now receiving operating subsidy from all necessary funding sources.

West Lake Phase II Disposition and Demolition

The Developer Partner completed demolition of all of the old West Lake Apartments buildings in Phase II in January 2020. Construction activity began at this site during that same month.

West Lake Phase II - Relocation

All of the families were relocated off site in December 2019.

West Lake Phase II - Construction



View of housing units along Hartsell Avenue

Construction started on this phase of the redevelopment in January 2020. The contractor has completed the pre-construction site work. Construction of the underground utilities is approximately 98% complete. Concrete slabs for the foundations for all of the new buildings has been completed. Final painting on the outside walls on the housing units has started. The contractor continues to work on the building interiors as well as the parking lots.



View from Hartsell Avenue and Olive Street intersection and Lake Beulah

Secretary's Report
October 2020

Construction is nearly complete on the community center. The General Contractor will turn over the community center and five residential buildings for occupancy in late October. The Property Manager took applications for two weeks in September after publishing an advertisement in the Lakeland Ledger and the LHA website. The application process is now closed. The first families should start moving in November of this year. One-, two- and three-bedroom units will be available for rent to low- to moderate-income families and individuals. The General Contractor is on schedule to complete construction of the remaining housing units by the end of this year.



View of community center, housing units and mature trees along Olive Street



Closeup view of community center on Olive Street



Westside of property along Olive Street

Secretary's Report

October 2020

The City of Lakeland Community Redevelopment Agency has awarded \$289,000 to the Phase II development. This allocation was approved by the City of Lakeland City Commission. The funds will be used to offset development costs created by a funding shortfall.

West Lake Phase III

The Developer Partner will be submitting another application for 9% low income housing tax credits later this year. The City of Lakeland Community Redevelopment Agency did not select the most recent Phase III application for funding (submitted in August 2020). Fortunately, the City of Lakeland released another Request For Proposal for Affordable Housing Development projects last month. The Developer Partner will be submitting a response to the RFP and as well as request the Local Government Contribution designation. The Local Government Contribution is a requirement for submitting an application for 9% tax credits. The team continues to explore funding opportunities for this phase. LHA has been asked to consider the bond financing option for this phase, if the tax credit application is not successful.

West Lake Phase III Disposition and Demolition

The HUD Special Application Center (SAC) gave its approval of the Demolition-Disposition application for the Phase III in July. SAC also approved relocation vouchers for all of the Phase III families. Demolition of the housing units in Phase III will not start until after all of the families are relocated. LHA could not start relocating the families until HUD funded the Section 8 vouchers. Staff received notice in August from the Office of U.S. Senator Marco Rubio that HUD has approved funding of the vouchers. Relocation is not expected to be completed until sometime during the first quarter of next year. A copy of the SAC approval letter was included with the July 2020 Board Packet in the Old Business section.

The HUD-Washington, D.C. Officer requested a Development Proposal for Phase III be submitted. Staff advised the D.C. Office that no tax credits have been awarded for this phase, so all the financial information would be estimates. Once the project obtains funding, LHA staff will need to submit a final Development Proposal.

Renaissance at Washington Ridge

The tax credits at the Renaissance HOPE VI site expired on December 31, 2018. There was also a balloon payment of \$536,00 due to SunTrust Bank and a \$1.3 million dollars in Deferred Developer's fees. The loan has been paid off. LHA staff worked with Rubin Brown, an LHA Financial Advisor, and National Equity Fund to pay off the loan. Project closeout funds were used to pay off the new loan. The next step was to make a decision regarding how to rehab the property. LHA staff discussed this issue with the Financial Advisor and Legal Counsel. Staff was approached by TD Bank about partnering on a new project. We discussed using a loan to retire the debt and complete basic rehab work and maintenance upkeep of the property for the next few years.

**Secretary's Report
October 2020**

Subsequently, staff completed negotiations with TD Bank about a loan to pay off the debt associated with the Renaissance and Dakota Park (now known as Carrington Place) properties in November of 2019. Staff submitted a loan application with TD Bank. Since there are public housing units on the site, HUD approval was required even though no public housing funds or assets are being used to collateralize the loan.

Due to delays in the HUD approval process, LHA had to obtain extensions from TD Bank on the negotiated terms of the loan. The loan terms were also impacted by the COVID-19 pandemic. HUD finally provided written approval of the loan terms in June 2020. TD Bank had to revise the terms of the loan. Due to current market, the new terms were more favorable for LHA. For example, the interest rate dropped from 3.8% to 3.1%. A copy of the term sheet is provided in the June 2020 Board packet. TD Bank and LHA closed the loan on June 15, 2020. Previously, the General Partner for the Renaissance property gave authorization for negotiation and execution of the loan documents.

Staff has begun an analysis for implementing the rehab and maintenance upkeep plan for the property. A General Physical Needs Assessment must be completed on the property before any work may commence. A minority architectural firm has been procured to complete the GPNA study. The firm will start work on the assessment last month. All of the housing units on the property will be inspected and evaluated.

Carrington Place a.k.a. Dakota Park

The tax credits at Dakota Park expired on December 31, 2017. There was also a balloon payment of \$345,000 due to SunTrust Bank and \$149,000 in Deferred Developer's fees. The loan has been paid off. LHA staff worked with Rubin Brown, an LHA Financial Advisor, and National Equity Fund to pay off the loan. Project closeout funds were used to pay off the new loan. The next step was to make a decision regarding how to rehab the property. LHA staff discussed this issue with the Financial Advisor and Legal Counsel. Staff was approached by TD Bank about partnering on a new project. We discussed using a loan to retire the debt and complete basic rehab work and maintenance upkeep of the property for the next few years.

Subsequently, staff completed negotiations with TD Bank about a loan to pay off the debt associated with the Renaissance and Dakota Park (now known as Carrington Place) properties in November of 2019. Staff submitted a loan application with TD Bank. Since there are public housing units on the site, HUD approval was required even though no public housing funds or assets are being used to collateralize the loan.

The loan closing was completed on June 16, 2020. The loan terms were impacted by the COVID-19 pandemic. HUD finally provided written approval of the loan terms in June 2020. TD Bank had to revise the terms of the loan. Due to current market, the new terms were more favorable for LHA. For example, the interest rate dropped from 3.8% to 3.1%. A copy of the term sheet was provided in the June 2019 Board packet. Previously, the Renaissance General Partner gave authorization for

Secretary's Report

October 2020

negotiation and execution of the loan documents. Staff has begun an analysis for implementing the rehab and maintenance upkeep plan for the property. A General Physical Needs Assessment must be completed on the property before any work may commence. A minority architectural firm was procured to complete the GPNA study. The scope of work for the Renaissance property will also include the Carrington Place property.

Arbor Manor

Staff is conducting research on the financing necessary to purchase an approximate 5-acre parcel adjacent to the Arbor Manor property. Purchase of the parcel would provide unlimited access to the LHA-owned property. LHA staff was successful in negotiating a purchase price with the seller. A resolution outlining the purchase was included with last month's Board packet. The purchase must be approved by HUD. Staff has learned an environmental assessment of the property must be completed by the Environmental Protection Commission before the sale can be completed.

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 work 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 continues to look at ways to generate startup funding for partnership activities. Currently, staff is exploring the possibility of a working capital line of credit and predevelopment financing for the vacant 10 Street property. LHA is desiring to develop affordable homeownership units for low level professionals such as policemen, firemen, teachers and other workforce income eligible persons.

Staff decided to write another RFP to solicit a Development Consultant in preparation of submitting another tax credit application in the next round of tax credits. The original RFP was withdrawn so that some revisions could be made to the solicitation package. The establishment of a pool of Development Consultant firms was approved by the LHA Board of Commissioners at the November 2019 meeting.

OTHER BUSINESS

Agency Plan

LHA staff has drafted the 2021 Agency Plan which is due to be submitted to HUD during the month of October 2020. Staff has completed the public comment process. The process included public and strategic meetings with the LHA Board of Commissioners, the City of Lakeland, the

Secretary's Report

October 2020

residents/participants and the public. A copy of the Plan was sent to the Board as well as posted on the LHA website. Copies were also sent to the Resident Advisory Board, City of Lakeland and other community partners for review and comment. The Plan will be presented to the Board for approval at this month's meeting. The Plan will be submitted to HUD for review after it is approved by the Board.

Community and Other Activities

Until further notice, during the COVID-19 crisis, LHA will continue to host its Board meetings via teleconference using the Skype for Business software. This is the program currently being used by many professional organizations.

I served as a panelist at the recent Florida Housing Coalition Statewide Annual Conference. The topic for discussion was affordable housing. This is Florida's most attended statewide conference on affordable housing matters. The conference was held virtually from August 31st from September 2nd. The video is available for viewing on the Florida Housing Coalition website for one year.

LHA continues to assist CareerSource Polk with the distribution of the Florida Reemployment Assistance Application. LHA has made paper copies of the application available to the general public at some of our properties. Copies are available in English, Spanish and Creole. Copies of the application are also available for download from the LHA website. The application was created by the Florida Department of Economic Opportunity.

All Leadership Polk site visits were suspended in April 2020 due to the COVID-19 virus. A virtual graduation ceremony was held in August 2020. Recent class graduates will have the option of participating in the Leadership Polk days missed due to the pandemic with next year's class.

I continue to serve on the Reopen Lakeland Task Force committee. The committee consists of thirty-six community and business leaders that live or work in Lakeland. The members will develop the criteria for reopening the city of Lakeland during the current COVID-19 pandemic. I was nominated by Mayor Bill Mutz and approved by the City of Lakeland City Council.

Kingdom Covenant Church has been providing food boxes for LHA properties for past four months. Approximately, 1,200 food boxes will be given to LHA each month during the pandemic. The food is being given to LHA seniors, families, YouthBuild students and community partners.

Respectfully submitted,

Benjamin Stevenson

Secretary

AFFORDABLE HOUSING REPORT

◀ Housing Report

◀ FSS & Resident Activities

Affordable Housing Department

Board Report

October 2020

- **Public Housing (PH), Housing Choice Voucher (HCV), Family Self-Sufficiency (FSS), Resident Activities and West Lake Management Communities Reports**

- Housing 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
10. The Micro-Cottages at Williamstown
11. Twin Lakes Estates Senior PHASE I

- Housing Choice Voucher Program

1. Intake & Occupancy Report
2. Housing Choice Voucher report

- ROSS and Family Self-Sufficiency Programs Plus Resident Activities

- Updates for the month of September 2020: We are presenting the following Resolutions during the October 2020 Board of Commissioners meeting: Resolution #20-1487 2021 Agency plan and Resolution #20-1488 2021 Proposed Budgets. No questions were received prior to the October 2020 Board Meeting regarding the before mentioned resolutions.

- We are currently working on the following grant applications, ROSS, Housing Mobility and Job Plus. The FSS Grant application was submitted.

- The roofing and window sealing at the Manor at West Bartow should be fully completed by the end of October 2020.

- We have an Engineer/Architect firm and a REAC certified inspector performing a PNA inspection of all the units within the Renaissance property.

October is Housing America Month



October is the Housing America Month: a time for the Lakeland Housing Authority organization and its members to collectively raise awareness of the need for, and the importance of, safe, decent and affordable housing in quality communities.

Each year, all housing and redevelopment agencies across the country hold events to celebrate affordable housing in their communities and raise awareness regarding the vital need for safe, decent, affordable housing nationwide.

Update on the YARDI Rent Café implementation: LHA is still implementing Yardi Rent Café to help the programs and properties with the contactless processes including but not limited to re-examinations, work orders, rent payment online, landlord portals, tenant portal, procurement and purchasing, etc.... The cost is \$177,000. \$46,000 for the implementation and \$131,000 for the licenses.

Program type: All Relevant Programs/PH/S8HCV

Level of Information: Polk County vs State FL

NOTE: Percentages in each area may not total 100 percent due to rounding. 10/07/2020

Race/Ethnicity

Distribution by Head of Household's Race as a % of 50058 Receiving Housing Assistance!

State vs County	White Only	Black/African American Only	Asian Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
FL State	39%	60%	0%	0%	1%	0%	0%
FL105 Polk County	24%	76%	0%	0%	1%	0%	0%

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

State vs County	Hispanic or Latino	Non - Hispanic or Latino
FL State	27%	73%
FL105 Polk County	16%	84%

New Guidance for UPCS Inspectors Released

HUD recently issued Inspector Notice No. 2020-01, which provides guidance for UPCS inspectors who conduct physical inspections of HUD assisted and insured properties that are subject to Uniform Physical Condition Standards (UPCS) inspections. In March, HUD postponed physical inspection on all properties due to concerns relating to the coronavirus. During the period of postponement, HUD REAC developed heat maps based on COVID-19 public health data to determine locations that could resume physical inspections. Although REAC is beginning to resume inspections, only a small amount of properties will undergo a physical inspection at this time. HUD's new notice describes the actions required by inspectors to remain safe while inspecting properties, including necessary procedures that inspectors must adhere to before, during, and after performing an inspection to ensure inspectors, housing operators, and residents remain protected from COVID-19.

Final Section 3 Rule Released

On September 29, HUD released its final Section 3 rule. The final rule includes separate requirements for Public Housing Section 3 projects and Section 3 projects that use other HUD program assistance for housing rehabilitation, housing construction, and other public housing construction projects. All PHAs that receive funding for public housing are required to report on Section 3, however, agencies with fewer than 250 units are only required to report on qualitative efforts to meet Section 3 requirements and are not required to report on whether they have met specific Section 3 outcome benchmarks or not. Generally, any housing rehabilitation, housing construction, or other public construction projects that uses other HUD program assistance that exceeds a \$200,000 threshold or any project that receives funding from HUD's Lead Hazard Control and Healthy Homes programs, is required to report Section 3 activities to HUD. Section 8 program activities are excluded from the rule.

The rule requires Section 3 projects to report on "Section 3 Workers" and "Targeted Section 3 Workers." A Section 3 Worker is generally low- or very low-income individual in the service area or neighborhood of the project. A Targeted Section 3 Worker is a Section 3 worker that is a resident of public housing or Section 8-assisted housing; a resident of another housing development that receives federal subsidies and is operated by the PHA; a current

YouthBuild participant; or an employee of a Section 3 business. A “Section 3 worker” is defined as any worker who meets at least one of the following criteria: low- or very low-income, as established by HUD’s income limits or employed by a Section 3 business concern.

PHAs with over 250 units are required to meet certain Section 3 benchmarks to meet their Section 3 requirements. PHAs with 250 or less units must still meet Section 3 requirements, however, they are only required to report qualitatively on how they met those requirements. For PHAs with 250 units or more, public housing financial assistance benchmarks require a PHA to show that 25 percent or more of the total number of labor hours worked by all workers employed with public housing financial assistance in the PHA’s or other recipient’s fiscal year are Section 3 workers, and that five percent or more of the total number of labor hours worked by all workers employed with public housing financial assistance in the PHA’s or other recipient’s fiscal year are Targeted Section 3 workers. For Section 3 projects to meet their benchmark requirements, recipients must certify that 25 percent or more of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers and five percent or more of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers

The final rule requires PHAs to track labor hours for all Section 3 outcomes as opposed to tracking new hires. HUD believes most Section 3 covered entities should already have systems in place for documenting labor hours worked, however, for employers that do not track labor hours through a time-and-attendance system, those employers can provide a good faith assessment of employees’ labor hours worked.

The final rule maintains the \$200,000 threshold for Section 3 projects but allows the Secretary to adjust that threshold every five years based on a national construction cost inflation factor. The Secretary may also adjust the threshold not based on a national construction cost inflation factor through a *Federal Register* notice, however this must be subject to public comment. The proposed rule exempted projects under HUD’s Lead Hazard Control and Healthy Homes (LHCHH) program from the \$200,000 project threshold. However, the final rule adopts a \$100,000 project threshold for all projects that receive funding from LHCHH programs.

The final rule changes the proposed rule’s definition of a Section 3 business concern. A Section 3 business concern must ensure 75 percent of its construction labor hours are performed by low- or very low-income persons and that such performance must be over the last three-month period to help business determine whether or not they meet the criteria. The final rule also changes the criteria for determining if a business is owned and controlled by current Public Housing residents of Section 8 voucher holders from 25 percent ownership to 51 percent ownership. HUD also added a six-month grace period to the documentation timing for Section 3 businesses.

The final rule clarifies that only non-construction services that require an advanced degree or professional licensing are excluded from Section 3.

For reporting purposes, the final rule provides employers the option to define a worker as a Section 3 worker at the time of their hire or when the workers are first certified as meeting the Section 3 worker definition.

Though the final rule goes into effect on November 30, it includes a transition period. The transition to the new Section 3 regulations must be completed by July 1, 2021. During the transition period, HUD expects PHAs and employers to follow the final rule’s requirements for new grants, commitments, and contracts.

Under the new rule, HUD’s Office of Fair Housing and Equal Opportunity is no longer responsible for providing oversight and enforcement. Rather, HUD program offices will provide oversight and enforcement. The final rule uses both “best efforts” and “greatest extent feasible” for meeting Section 3 benchmarks.

HUD PIH Updates COVID-19 FAQ for PHAs

On Tuesday, September 29, HUD’s Office of Public and Indian Housing (PIH) updated their list of frequently asked questions (FAQ) for PHAs. While there are many questions addressed, the questions are organized into six broad categories, including key resources, emergency preparedness, operational concerns, resident health, eligible use of funds, and grant administration. A seventh category of questions on the CARES Act eviction moratorium has been removed but will be replaced with questions on the Centers for Disease Control and Prevention (CDC) eviction moratorium in the near future.

Continuing Resolution Signed Into Law

On October 1, the President signed into law a short-term spending bill that will keep the federal government operating at FY 2020 levels through Friday, December 11. The new FY 2021 begins on October 1.

The measure was approved by the House on September 22 and passed by the Senate during the evening of September 30.

The CR ensures that Congress and the White House will have to deal with government spending after the election during the lame duck session when the current Congress returns to Washington to deal with unfinished business.

Congress still has a significant amount of appropriations work to do for FY 2021. The House approved a robust Transportation-HUD bill, but the Senate has yet to begin its appropriations work. Deep divisions remain between lawmakers who disagree over whether to include additional funding to deal with COVID-19 in spending bills.

FSS, CRA, and Disparate Impact Rules Released

On September 18, HUD pre-published the “[Streamlining and Implementation of Economic Growth, Regulatory Relief, and Consumer Protection Act Changes to Family Self-Sufficiency \(FSS\) Program](#)” proposed rule. The Economic Growth, Regulatory Relief, and Consumer Protection Act amended HUD’s FSS program including changes to the size calculation for the FSS program, expanding the definition of eligible family to include tenants of certain privately owned multifamily projects subsidized with Project-Based Rental Assistance (PBRA), updating the FSS Contract of Participation (CoP), reducing burdens on Public Housing Agencies (PHAs) and multifamily assisted housing owners, clarifying escrow account requirements, and updating the program coordinator and action plan requirements. Comments are due November 20.

On September 21, the Federal Reserve issued an [advance notice of proposed rulemaking](#) (ANPR) on updating the agency’s Community Reinvestment Act (CRA) regulations. This proposed rulemaking follows a rule regulating the CRA issued earlier this year by the Office of the Comptroller of the Currency (OCC). The proposed rule creates a four-part test to monitor the total number of loans to low-income areas. Comments on the ANPR are due 120 days from publication in the *Federal Register*.

Earlier today, HUD released a pre-publication copy of its [new final Disparate Impact rule](#). This final rule updates the process by which parties can bring a disparate impact claim under the Fair Housing Act. It revises the old burden-shifting test to make it more difficult to file a claim and provides additional defenses against claims. The Department states that the rule “provides greater clarity of the law for individuals, litigants, regulators, and industry professionals.”

CARES Act Operating Funds and RAD

The CARES Act provided PHAs, with public housing units, supplementary operating funds to prevent, prepare for, and respond to coronavirus. When properties convert from public housing to Section 8 through the RAD program, during their year of conversion, they receive the same amount of public housing subsidy they would have received absent a RAD conversion. For operating funds, a project would receive as much operating fund as it would normally receive (before the conversion) for the rest of the year after the conversion based on the number of units that are being converted. This notice states that in 2020, PHAs that have experienced a RAD conversion are eligible for their supplementary Operating Funds after the conversion. The amount of supplementary Operating Funds received will be based on the months left in the year after the conversion and the number of units converting. The funds may only be transferred in the year of the housing assistance payment (HAP) effective date. Additionally, the PHAs may only draw down the CARES Act Operating Funds for immediate expenditures.

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
9/30/2020	97.46%	10/07/2020

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 processed two port-out in the month of September. Port outs are clients that use their voucher in another jurisdiction.

Port Ins

LHA currently has nine active port ins for the month of September. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees. 14 vouchers were also issued.

Lease-up & Movers

As of September 30, 2020, Lakeland Housing Authority issued 4 vouchers to movers. We received 13 Requests for Tenancy Approvals during the month of September. We processed 7 initial move-in and 9 port-in, and 2 port outs were sent to another jurisdiction.

Active Clients

As of September 30, 2020, LHA is servicing 1,383 families on the Housing Choice Voucher program.

Program	Total Vouchers
• Regular Vouchers & Project Based Vouchers	1138
• Mainstream	40
• VASH	64
• Tenant Protection	187
• Port Out	2
• Port In	9
Total	1329

EOP – End of Participation

LHA processed five (5) EOP's with a date effective the month of September 2020. 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 and/or transfer to another program	1
• Deceased	0
• Landlord Eviction	0
• Lease and/or Program Violations non-curable	0
Total	5

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
09/30/2020	96%	10/07/2020

General information and activities for the month of September 2020

- The Housing Choice Voucher Department processed 129 annual certifications and 47 interim certifications.
- The Inspections Unit conducted a total of 47 inspections.
- A total of 6 hearings were conducted.

Repayment Agreements for Unreported Income

(No Changes reported)

10/31/2019	Accumulative Report				
Total of unreported income that has been identified	\$	335,151.00			
Non reponsive	\$	81,963.00			\$ 81,963.00
Identified as uncollectible	\$	65,081.90			\$ 65,081.90
Repayment agreement signed		212,892.00			\$ 212,892.00
Pending repayments to be signed	\$	40,296.00			\$ 40,296.00
Downpayments received	\$	27,714.10			\$ 27,714.10
Lump sum received	\$	4,301.00			
Payments towards agreement	\$	89,311.27			
	\$	121,326.37			
		G/L		Pending	Estimated balances as of 10/31/2019
	RNP	\$ 57,653.94	\$ -	\$ -	\$ 57,653.94
	UNP	\$ 57,653.94	\$ -	\$ -	\$ 57,653.94
		\$ 115,307.88	\$ -	\$ -	\$ 115,307.88



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
10. Twin Lakes Estates Senior Phase I
11. The Micro-Cottages at Williamstown

Item	WestLake	WestLake Addition	Cecil Gober	John Wright	Carrington Place	Renaissance	Villas Lake Bonnet	Colton Meadow	Manor at West Bartow	Twin Lakes Estates	Williamstown
Occupancy	100%	100%	99%	100%	100%	99%	100%	99%	100%	100%	100%
Down units due to modernization/Insurance	Under Relocation										
Vacant units	0	0	1	0	0	1	0	1	0	0	0
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No	N/A	No
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	N/A	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Angie Santiago	Angie Santiago	Gladys Delgado	Gladys Delgado	Patricia Blue	Jeannette Albino	Vanessa C. Johnson

Family Self-Sufficiency (Housing Choice Voucher Program-Section 8)

September 2020

FSS Program Statistics

Programs	Mandatory	Enrolled families	Participants with Escrow	% With Escrow
Section 8 (HCV)	20	110	21	19%

Escrow Balances

- The balance of the Section 8 FSS escrow September 2020 is \$ 94,942.97
- The average amount is \$ 6,493.66

Recruiting

- Received 3 letter of interest.

Housing Choice Voucher Program (Section 8):

- FSS clients 50058 data to Public & Indian Housing (PIC) is submitted in a timely manner, while ensuring that the information in PIC is current and up to date.

(HCV) Termination/Forfeiture/Transfer/Disbursement:

- Zero (0) forfeiture in the amount of \$0, contract ended/request to end participation from the program.
- Forfeitures to the FSS escrow account replenish the Housing Assistance Payments (HAP) account, so that more families may be served. For September, this forfeiture total is \$0.

Goals completed/enrolled by the Section 8 FSS participants:

- 21 families enrolled.

Completed Contract of Participation:

- 0 family completed the contract as of the end of September 2020.

Services needed to complete Contract of Participation:

- Scheduled GED Readiness, Life Skills, and Employability Skills workshops
- FSS Workshops were done using Zoom
- Participants were assisted in the workshop sign-up process
- One Laptop and one tablet were lent to accommodate participants who needed technology support.
- Homeownership information, Solita’s House, was given to participants.
- A great deal of our clients need assistance with fuel and transportation. Most of our participants are eager to receive educational assistance, The Agricultural and Labor Program, Inc has many resources within their program that will be of great benefit.

Community Networking

- Monthly Partners Meeting are conducted the first Friday of every month.
- Monthly meeting has been canceled until further notice due to Covid-19.

Family Self-Sufficiency (Public Housing Program)

September 2020

FSS Program Statistics

Programs	Mandatory	Enrolled families	Participants with Escrow	% With Escrow
Public Housing	50	54	14	30%

- The balance of the Public Housing FSS escrow Sept 2020 is **\$17,045.61**
- The average amount is **\$2,815.00**

Recruiting

- Received 10 letter of interest.

Housing Choice Voucher Program (PH):

- FSS clients 50058 data to Public & Indian Housing (PIC) is submitted in a timely manner, while ensuring that the information in PIC is current and up to date.

(PH) Termination/Forfeiture/Transfer/Disbursement:

- Zero (0) forfeiture in the amount of \$0, contract ended/request to end participation from the program.
- Forfeitures to the FSS escrow account replenish so that more families may be served: 0.

Goals completed/enrolled by the Public Housing FSS participants: 11

Completed Contract of Participation:

- No. of families completing the contract as of to the end of September 2020: 9

Services needed to complete Contract of Participation:

- Food pantry listings was also distributed to families in need.
- Free online GED class information was provided to FSS participants.
- Residents participated in FSS Orientation Q&A Session via Zoom scheduled for 9/3/2020.

Community Networking

- Zoom meeting: Lakeland Volunteers in Medicine
- Zoom Meeting: United Way
- Zoom Meeting: Rath CATT

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 A. Turner, VP of Administration

DATE: October 14, 2020

RE: September 2020 Financial Statements

I have attached the Statements of Operations, Balance Sheets and Cash Flows for period ending September 25, 2020 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 (AMP 2)
5. Renaissance at Washington Ridge, LTD., LLLP (AMP 3)
6. Colton Meadow, LLLP
7. Bonnet Shores, LLLP
8. West Bartow Partnership, LTD., LLLP
9. Hampton Hills (AMP 4)
10. YouthBuild
11. Williamstown, LLLP (AMP 5)

I also attached the Statement of Operations and Balance Sheet for period ending August 31, 2020 for the following third-party entity.

12. West Lake 1, LTD.

All statements listed for Items 1-11 above are unaudited and compiled from LHA Finance. The statements for Item 12 are compiled by our third-party development partner.

Valerie A. Turner

Valerie A. Turner, PMP
Vice President of Administration
Lakeland Housing Authority



Monthly Statement of Operations Narrative Summary Report

RE: For the current month and nine months (Year to Date) ended September 25, 2020

Summary Report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):
COCC has a Net Operating Income (NOI) of \$18,398 for the period and 97,884 for year-to-date.
2. Section 8 Housing Choice Voucher (HCV) Program:
HCV has a NOI of \$111,196 for Program Administration and \$545,612 for Housing Assistance Payment (HAP).
3. Public Housing (AMP 1 - WestLake Apartments, John Wright Homes and Cecil Gober Villas):
NOI is \$47,945 for the period and -\$32,795 for the year.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place (AMP 2): Carrington Place's NOI is \$2,933 for the year.
5. Renaissance at Washington Ridge LTD., LLLP (AMP 3): NOI is \$3,229,711 for year-to-date.
6. Colton Meadow, LLLP:
The NOI for Colton Meadow is \$62,248 for the year.
7. Bonnet Shores, LLLP:
Villas at Lake Bonnet has a NOI of \$9,979 for the year.
8. West Bartow Partnership, LTD, LLLP:
The property has a NOI of \$50,196 for the year.
9. Hampton Hills (AMP 4):
This property has a NOI of -\$100,001 for year-to-date.
10. YouthBuild:
YouthBuild has a NOI of -\$40,191 for the year. The negative NOI is due to timing of the grant reimbursement from the Department of Labor.
11. Williamstown, LLLP (AMP 5):
The property has a NOI of -\$33,940 for year-to-date.
12. West Lake 1, LTD (AMP 6):
The property has a NOI of \$236,074 for year-to-date.





The table below summarizes LHA’s current financial position for its 12 most active properties.

LAKELAND HOUSING AUTHORITY (FL011) Affordable Housing Portfolio			
Item #	Property #	Name	NOI Before Depreciation
1	96	Central Office Cost Center (COCC)	\$97,884
2	80	Housing Choice Voucher (HCV) Administration	\$111,196
		HCV Housing Assistance Payment (HAP)	\$545,612
3	10	<i>Public Housing General (AMP 1) – WestLake/Cecil Gober Villas/John Wright Homes</i>	-\$32,795
4	16	Dakota Park Limited Partnership, LLLP (AMP 2) d.b.a. Carrington Place	\$2,933
5	17	Renaissance at Washington Ridge, Ltd., LLLP (AMP 3)	\$3,229,711
6	56	Colton Meadow, LLLP	\$62,248
7	57	Bonnet Shores, LLLP	\$9,979
8	62	West Bartow Partnership, Ltd., LLLP	\$50,196
9	12	<i>Hampton Hills (AMP 4)</i>	-\$100,001
10	49	<i>YouthBuild-Lakeland</i>	-\$40,191
11	99	<i>Williamstown, LLLP (AMP 5)</i>	-\$33,940
12	100	West Lake 1, LTD (AMP 6)	\$236,074

Conclusion: Eight (8) of the twelve (12) properties continue to have a positive NOI for the year. Positive NOI also continues to be experienced with HCV-HAP due to receipt of HUD held reserves. The two (2) programs that will consistently have a negative NOI are YouthBuild-Lakeland due to it being a reimbursable grant. Hampton Hills will also continue to have negative NOI for the remainder of the calendar year based upon the budget benchmark of four (4) lease-to-purchase units generating rental income. On September 18, 2020, LHA sold 1755 Holton Road.

AMP 1: Accumulated accrued interest due from Bonnet Shores, LLLP is contributing to Public Housing’s negative NOI. Furthermore, HUD has not increased the subsidy level for this property. Accordingly, staff will continue to work diligently to maximize funds received from HUD. Staff will also continue to ensure that the property receives reimbursement for eligible CARES Act activities from HUD prior to the December 31, 2020 deadline.

Williamstown: continues to struggle from HUD reducing its operating subsidy. Like AMP 1 that is referenced above, Williamstown also received CARES Act funding of which staff will continue to recoup costs associated with cleaning supplies, additional maintenance hours to sanitize common areas, and purchase of personal protective equipment via this funding source.



**Lakeland Housing Authority
Central Office Cost Center
Statement of Operations
For the Current and Nine Months Ended September 25, 2020**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	1,500	750.00	750.00	100.00%	1	6,782	6,750	32	0.47%	9,000
Public Housing, Sec 8 and Other Mgmt. Incc	58,430	51,472	6,957	13.52%	2	527,602	463,251	64,351	13.89%	617,667
Government Subsidy	15,633	-	15,633		3	15,633	-	15,633		-
Other Income	17,991	4,539	13,453	296.39%	4	163,193	40,850	122,343	299.50%	54,466
Grants Salary Cont.(YB-Director)	1,250	842	407	48.35%		12,351	7,581	4,770	62.92%	10,108
Total Revenue	94,803	57,603	37,200	64.58%		725,560	518,431	207,129	39.95%	691,241
Administrative Expenses	72,794	55,986	16,809	30.02%	6	615,222	503,873	111,349	22.10%	671,831
Tenant Services	-	-	-			88	-	88		-
Utility Expense	-	20	(20)	-100.00%	5	-	180	(180)	-100.00%	240
Maintenance Expense	3,488	787	2,701	343.09%	7	11,079	7,085	3,994	56.38%	9,447
General Expenses	-	810	(810)	-100.00%	5	-	7,293	(7,293)	-100.00%	9,723
Financing Expenses	122	-	122		8	1,286	-	1,286		-
Total Expense before depreciation	76,405	57,603	18,802	32.64%		627,675	518,431	109,245	21.07%	691,241
Operating Income (Loss) before Depreciation	18,398	0	18,398	0		97,884	0	97,884	0	0
Depreciation/Amortization	3,087	-	3,087			25,906	-	25,906		-
Transfer In	-	-	-			-	-	-		-
Transfer Out	-	-	-			-	-	-		-
Intra-Funds Transfer In/Out	-	-	-			-	-	-		-
Total Expense	79,492	57,603	21,888	38.00%		653,581	518,431	135,150	26.07%	691,241
Net Operating Income (Loss)	15,312	0	15,312	0		71,979	0	71,978	0	0

Comments

- 1 Other Tenant Income is slightly higher than budgeted.
- 2 Variance is due to timing of income.
- 3 COCC continues to receive reimbursement from HCV Cares Act for allowable expenses.
- 4 The variance for Other Income is higher than budgeted due to early receipt of administrative fees.
- 5 Variance reflects expenses being less than the budget.
- 6 Variance within Administrative expenses is due to increased costs in payroll, computer equipment, telephone (transition of services from Verizon) and internet services.
- 7 Variance in Maintenance expenses is due to unforeseen plumbing costs.
- 8 Fleet Lease with Enterprise was not initially included within COCC's budget. However, this expense was reclassified from the properties to COCC based upon the auditor's recommendation.

**Lakeland Housing Authority
Central Office Cost Center
Balance Sheet
as of September 25, 2020**

ASSETS

Unrestricted Cash	
Cash Operating 1	7,284.12
Cash-Payroll	66,285.94
Total Unrestricted Cash	<u>73,570.06</u>
TOTAL CASH	<u>73,570.06</u>
Cash - Vending	3,116.05
Cleared Interfund Account	-268,144.41
Due from Public Housing General	92,409.60
A/R - Youthbuild DOL	12,669.26
A/R - Capital Fund Grants/HUD	-2,429.08
TOTAL: DUE FROM	<u>105,765.83</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>-162,378.58</u>
OTHER CURRENT ASSETS	
Prepaid Expenses and Other Assets	958.31
TOTAL OTHER CURRENT ASSETS	<u>958.31</u>
TOTAL CURRENT ASSETS	<u>-87,850.21</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Furniture & Fixtures	25,256.19
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-34,002.95
Intangible Assets	0
Lease-Right of Use Asset	171,142.00
Lease Amortization	-31,720.62
TOTAL NONCURRENT ASSETS	<u>153,257.46</u>
TOTAL ASSETS	<u>65,407.25</u>

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	3,258.24
Workers Compensation	7,754.08
Employee Donations Payable	168.67
Health Insurance Payable	0.01
Other Current Liabilities	65,458.31
Lease payable-Short Term	8,762.35
Accrued Compensated Absences-Current	11,202.46
TOTAL CURRENT LIABILITIES	<u>96,604.12</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	20,804.56
Lease Payable	130,864.31
TOTAL NONCURRENT LIABILITIES	<u>151,668.87</u>
TOTAL LIABILITIES	<u>248,272.99</u>
EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-182,865.74
TOTAL RETAINED EARNINGS:	<u>-182,865.74</u>
TOTAL EQUITY	<u>-182,865.74</u>
TOTAL LIABILITIES AND EQUITY	<u>65,407.25</u>

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

For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	25,622.49	7,284.12	-18,338.37
Cash-Payroll	58,993.85	66,285.94	7,292.09
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	3,116.05	3,116.05	0.00
Total Cash	87,732.39	76,686.11	-11,046.28

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	54,556.63	7,284.12	-47,272.51
Cash-Payroll	78,838.07	66,285.94	-12,552.13
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	3,116.05	31.55
Total Cash	136,479.20	76,686.11	-59,793.09

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Program Administration
For the Current and Nine Months Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue/Port Revenue	150,777	63,800	86,977	136.33%	1	904,608	574,200	330,408	57.54%	765,600
Other Income	174	1,649	(1,475)	-89.47%		2,697	14,841	(12,144)	-81.83%	19,788
Total Revenue	150,951	65,449	85,502	130.64%		907,305	589,041	318,264	54.03%	785,388
Administrative Expenses	109,800	64,498	45,302	70.24%	2	791,035	580,482	210,553	36.27%	773,976
Tenant Services	-	-	-			-	-	-		-
Utilities	-	-	-			-	-	-		-
Maintenance Expense	4,366	511	3,855	754.35%	3	13,003	4,599	8,404	182.74%	6,132
General Expenses (Insurance, etc.)	107	175	(68)	-39.05%	5	(5,904)	1,575	(7,479)	-474.87%	2,100
HAP & URP Expenses - Port in Payments	-	-	-	0.00%		(2,025)	-	(2,025)	0.00%	-
Total Expense before Depreciation	114,272	65,184	49,088	75.31%		796,109	586,656	209,453	35.70%	782,208
Operating Income (Loss) before Depreciation	36,679	265	36,414			111,196	2,385	108,811	4562.31%	3,180
Depreciation	267	265	2	0.77%		2,403	2,385	18	0.77%	3,180
Transfer Out	-	-	-			-	-	-		-
Total Expense	114,539	65,449	49,090	75.00%		798,512	589,041	209,471	35.56%	785,388
Net Operating Income (Loss)	36,412	-	36,412			108,793	-	108,793		-

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Housing Assistance Payments (HAP)
For the Current and Nine Months Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	915,536	729,069	186,467	25.58%	1	8,440,460	6,561,621	1,878,839	28.63%	8,748,828
Other income	280	931	(757)	0.00%		3,183	8,379	(5,196)	0.00%	11,172
Total Revenue	915,816	730,000	185,710	25.44%		8,443,643	6,570,000	1,873,643	28.52%	8,760,000
Housing Assistance Payments	842,167	697,500	144,667	20.74%	4	7,506,962	6,277,500	1,229,462	19.59%	8,370,000
Tenant Utility Reimbursement	18,655	9,385	9,270	98.77%	4	168,055	84,465	83,590	98.96%	112,620
Port Out HAP Payments	25,160	18,755	6,405	34.15%	4	194,123	168,795	25,328	15.01%	225,060
FSS Escrow Payments	4,523	4,360	163	3.74%	5	29,367	39,240	(9,873)	-25.16%	52,320
FSS Forfeitures & Adjustments	-	-	-			(475)	-	(475)		-
Program Expenses Before Depreciation	890,505	730,000	160,505	21.99%		7,898,032	6,570,000	1,328,032	20.21%	8,760,000
Program Income (Loss) before Depreciation	25,311	-	25,205	0		545,612	-	545,612	0	-
Total Expense	890,505	730,000	160,505	21.99%		7,898,032	6,570,000	1,328,032	20.21%	8,760,000
Net Operating Income (Loss)	25,311	-	25,205			545,612	-	545,612	0	-

Comments

- 1 PHA Held Reserves have increased due to additional funding being received. Administrative funds are higher than budgeted due to CARES ACT Revenue being recognized per monthly accumulated expenses. Budget anticipated that Port-in cases would be administered by the Authority. However, no cases have been administered as of this September 2020 financial report. Additional HAP funding was received to assist residents with housing subsidy. LHA also received administrative funding via the CARES ACT. Revenue is being recognized as expenses are incurred.
- 2 Variance is due to expenses being higher than budgeted. CARES ACT accumulated expenses are included.
- 3 An increase in contracted services caused maintenance expenses to increase for administration of LHA's HCV program.
- 4 HAP, Tenant Utility Reimbursements and Port Out payments increased.
- 5 Variance is due to expenses being less than budgeted.

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Balance Sheet
as of September 25, 2020

ASSETS

LIABILITIES & EQUITY

<table border="0" style="width: 100%;"> <tr> <td colspan="2">Unrestricted Cash</td> </tr> <tr> <td style="padding-left: 20px;">Cash Operating 1</td> <td style="text-align: right;">92,096.13</td> </tr> <tr> <td style="padding-left: 20px;">Cash-Payroll</td> <td style="text-align: right;">16,642.41</td> </tr> <tr> <td style="padding-left: 20px;">Cash Operating 2B</td> <td style="text-align: right;"><u>755,967.78</u></td> </tr> <tr> <td colspan="2">Restricted Cash</td> </tr> <tr> <td style="padding-left: 20px;">Cash Restricted - FSS Escrow</td> <td style="text-align: right;">864,706.32</td> </tr> <tr> <td style="padding-left: 20px;">CARES ACT Restricted Cash</td> <td style="text-align: right;"><u>130,973.55</u></td> </tr> <tr> <td style="padding-left: 20px;">Total Restricted Cash</td> <td style="text-align: right;">239,818.89</td> </tr> <tr> <td style="padding-left: 40px;">Clearing</td> <td style="text-align: right;">112.54</td> </tr> </table>	Unrestricted Cash		Cash Operating 1	92,096.13	Cash-Payroll	16,642.41	Cash Operating 2B	<u>755,967.78</u>	Restricted Cash		Cash Restricted - FSS Escrow	864,706.32	CARES ACT Restricted Cash	<u>130,973.55</u>	Total Restricted Cash	239,818.89	Clearing	112.54	<table border="0" style="width: 100%;"> <tr> <td colspan="2">CURRENT LIABILITIES</td> </tr> <tr> <td style="padding-left: 20px;">A/P Vendors and Contractors</td> <td style="text-align: right;">-117,620.18</td> </tr> <tr> <td style="padding-left: 20px;">Due to Section 8</td> <td style="text-align: right;">-115,462.76</td> </tr> <tr> <td style="padding-left: 20px;">Tenant Prepaid Rents</td> <td style="text-align: right;">7,817.01</td> </tr> <tr> <td style="padding-left: 20px;">State of FL Unclaimed Funds</td> <td style="text-align: right;">33,224.76</td> </tr> <tr> <td style="padding-left: 20px;">Accrued Compensated Absences-Curre</td> <td style="text-align: right;">5,475.43</td> </tr> <tr> <td style="padding-left: 20px;">Deferred Revenue</td> <td style="text-align: right;"><u>146,574.28</u></td> </tr> <tr> <td>TOTAL CURRENT LIABILITIES</td> <td style="text-align: right;">-39,991.46</td> </tr> </table>	CURRENT LIABILITIES		A/P Vendors and Contractors	-117,620.18	Due to Section 8	-115,462.76	Tenant Prepaid Rents	7,817.01	State of FL Unclaimed Funds	33,224.76	Accrued Compensated Absences-Curre	5,475.43	Deferred Revenue	<u>146,574.28</u>	TOTAL CURRENT LIABILITIES	-39,991.46
Unrestricted Cash																																			
Cash Operating 1	92,096.13																																		
Cash-Payroll	16,642.41																																		
Cash Operating 2B	<u>755,967.78</u>																																		
Restricted Cash																																			
Cash Restricted - FSS Escrow	864,706.32																																		
CARES ACT Restricted Cash	<u>130,973.55</u>																																		
Total Restricted Cash	239,818.89																																		
Clearing	112.54																																		
CURRENT LIABILITIES																																			
A/P Vendors and Contractors	-117,620.18																																		
Due to Section 8	-115,462.76																																		
Tenant Prepaid Rents	7,817.01																																		
State of FL Unclaimed Funds	33,224.76																																		
Accrued Compensated Absences-Curre	5,475.43																																		
Deferred Revenue	<u>146,574.28</u>																																		
TOTAL CURRENT LIABILITIES	-39,991.46																																		
TOTAL CASH	1,104,637.75																																		
ACCOUNTS AND NOTES RECEIVABLE																																			
A/R-Tenants/Vendors	264,465.93																																		
Allowance for Doubtful Accounts-Tenants/Ve	-264,465.93																																		
AR-TPA/Fraud Recovery	3,337.66																																		
A/R WF Dec ACH	3,400.10																																		
Allowance for Doubtful Accounts-Aff. Hsg. Su	117.25																																		
Cleared Interfund Account	-182,061.29																																		
Due from Section 8 Mainstream	-115,462.76																																		
A/R-Other Government	<u>1,897.15</u>																																		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-288,771.89																																		
OTHER CURRENT ASSETS																																			
Prepaid Insurance	<u>319.97</u>																																		
TOTAL OTHER CURRENT ASSETS	<u>319.97</u>																																		
TOTAL CURRENT ASSETS	816,185.83																																		
NONCURRENT ASSETS																																			
FIXED ASSETS																																			
Automobiles/Vehicles	15,900.00																																		
Furniture & Fixtures	26,461.08																																		
Accum Depreciation- Misc FF&E	-35,954.93																																		
Intangible Assets																																			
TOTAL FIXED ASSETS (NET)	<u>6,406.15</u>																																		
Non-Dwelling Equipment	<u>2,406.00</u>																																		
TOTAL NONCURRENT ASSETS	<u>8,812.15</u>																																		
TOTAL ASSETS	<u>824,997.98</u>																																		
	TOTAL LIABILITIES																																		
	79,022.52																																		
	EQUITY																																		
	RETAINED EARNINGS																																		
	Retained Earnings-Unrestricted Net As																																		
	745,975.46																																		
	TOTAL RETAINED EARNINGS:																																		
	<u>745,975.46</u>																																		
	TOTAL EQUITY																																		
	<u>745,975.46</u>																																		
	TOTAL LIABILITIES AND EQUITY																																		
	<u>824,997.98</u>																																		

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

For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	91,229.12	92,096.13	867.01
Cash-Payroll	71.64	16,642.41	16,570.77
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	710,958.37	755,967.78	45,009.41
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
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	104,309.41	108,845.34	4,535.93
CARES ACT Restricted Cash	191,579.82	130,973.55	-60,606.27
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	1,098,148.36	1,104,525.21	6,376.85

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	38,325.21	92,096.13	53,770.92
Cash-Payroll	-3,034.03	16,642.41	19,676.44
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	11,155.40	755,967.78	744,812.38
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
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	104,512.40	108,845.34	4,332.94
CARES ACT Restricted Cash	0.00	130,973.55	130,973.55
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	150,958.98	1,104,525.21	953,566.23

**Lakeland Housing Authority
Public Housing (AMP 1)
Statement of Operations
For the Current and Nine Months Ended September 25, 2020**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	15,477	7,546	7,931	105.10%	1	146,703	67,914	78,789	116.01%	90,552
Other Tenant Income	-	570	(570)	-100.00%		(1,106)	5,130	(6,236)	-121.56%	6,840
Government Subsidy Income	110,157	59,922	50,234	83.83%	2	544,601	539,301	5,301	0.98%	719,068
Interest Income Restricted	9,130	9,245	(115)	-1.24%		82,168	83,203	(1,035)	-1.24%	110,937
Other Income	-	-	-			77,757	-	77,757		-
Total Revenue	134,763	77,283	57,480	74.38%		850,123	695,548	154,576	22.22%	927,397
Administrative Expenses	55,717	43,477	12,240	28.15%	4	523,896	391,293	132,603	33.89%	521,725
Tenant Services Expenses	-	100	(100)	-100.00%	3	233	900	(667)	-74.09%	1,200
Utility Expense	7,826	6,400	1,426	22.28%	4	90,029	57,600	32,429	56.30%	76,800
Maintenance and Development Expense	19,262	18,789	473	2.52%	4	217,726	169,103	48,623	28.75%	225,471
General Expenses	2,639	5,517	(2,878)	-52.17%	3	38,743	49,651	(10,908)	-21.97%	66,201
Housing Assistance Payments	1,375	3,000	(1,625)	-54.17%	3	12,291	27,000	(14,709)	-54.48%	36,000
Finance Expense	-	-	-			-	-	-		-
Operating expense before Depreciation	86,818	77,283	9,535	12.34%		882,918	695,548	187,370	26.94%	927,397
Net Operating Income (Loss)	47,945	(0)	47,945			(32,795)	(0)	(32,795)		(0)
Depreciation	9,170	34,426	(25,256)	-73.36%		83,221	309,836	(226,615)	-73.14%	413,115
Capital Replacement Items	-	10,860	(10,860)	-100.00%		-	97,738	(97,738)	-100.00%	130,317
Transfer Out	(15,402)	-	(15,402)			(138,614)	-	(138,614)		-
Intra-Funds Transfer In/Out	-	-	-			27,582	-	27,582		-
Total Expenses	80,586	122,569	(41,983)	-34.25%		855,107	1,103,122	(248,015)	-22.48%	1,470,829
Net Income (Loss)	54,177	(45,286)	99,463		1	(4,984)	(407,574)	402,591	0	(543,432)

Comments

- 1 Property consists of 91 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income for the year is presently higher than budgeted. The contractor was scheduled to obtain a certificate of occupancy for the Clubhouse on 10/5/2020 for leasing purposes. They are also attempting to expedite transfer of Building 5 in November. The remaining buildings are scheduled to be completed by March 2021.**
- 2 Subsidy for the year is slightly higher than anticipated due to CARES act funding received.**
- 3 Variance is a result of expenses being less than budgeted.**
- 4 Utility Expense was higher than budgeted due to timing of payment of utility expenses associated with solid waste removal. Additional Administrative and Maintenance Expenses were incurred preparing for the REAC inspection. Note that HUD canceled the inspection due to the COVID-19 pandemic.**
- 5 Accumulated Bonnet Accrued interest of \$82,167.57 is part of the negative effect in the NOI.**

**Lakeland Housing Authority
Public Housing (AMP 1)
Balance Sheet
as of September 25, 2020**

ASSETS

CASH	
Unrestricted Cash	
Cash Operating 1	234,046.45
Cash-Payroll	16,082.01
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	250,928.46
Restricted Cash	
Cash Restricted-Security Deposits	28,000.00
Cash Restricted - FSS Escrow	38,033.36
Total Restricted Cash	66,033.36
TOTAL CASH	316,961.82
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	13,952.58
Allowance for Doubtful Accounts-Tenants/Vendors	-11,012.31
AR-TPA/Fraud Recovery	5,300.93
TOTAL: AR	8,241.20
Waste Deposit	547.00
Cleared Interfund Account	321,013.74
Due from LPHC	750,132.63
A/R - Capital Fund Grants/HUD	-66,131.12
Due from HOPE VI	0.13
Due From Twin Lakes I	16,208.03
Due From Public Housing Reserve	10,787.92
Due From FSS	28,953.07
TOTAL: DUE FROM	-9,634.97
Due from Williamstown Property	11,000.00
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	587,556.85
TOTAL ACCOUNTS AND NOTES RECEIVABLE	3,432,031.45
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	1,000.00
Prepaid Insurance	1,669.78
Insurance Deposit	37,400.00
Utility Deposit - Electric	2,600.00
TOTAL OTHER CURRENT ASSETS	42,669.78
TOTAL CURRENT ASSETS	3,791,663.05
NONCURRENT ASSETS	
FIXED ASSETS	
Land	1,466,869.23
Buildings	388,223.77
Machinery & Equipment	6,687.73
Automobiles/Vehicles	124,883.93
Furniture & Fixtures	3,402.00
Site Improvement-Infrastructure	582,079.00
Construction In Progress	47,893.00
Accum Depreciation-Buildings	-9,915,206.76
Accum Depreciation- Misc FF&E	-547,910.68
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
TOTAL FIXED ASSETS (NET)	-8,425,157.78
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	4,064,767.49
Dwelling Structures	5,154,722.42
Dwelling Equipment	26,717.87
Non-Dwelling Structures	679,307.53
Non-Dwelling Equipment	737,435.65
TOTAL NONCURRENT ASSETS	2,310,049.00
TOTAL ASSETS	6,101,712.05

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	7,310.62
Tenant Security Deposits	26,200.00
Security Deposit-Pet	1,800.00
Accrued audit fees - LHA	4,733.91
Due to Central Office Cost Center	92,409.60
DAK CARES ACT Subsidy Payable	2,810.68
REN CARES ACT Subsidy Payable	19,200.69
HH CARES ACT Subsidy Payable	1,170.92
Wtown CARES ACT Subsidy Payable	6,401.17
Tlake I CARES ACT Subsidy Payable	786.69
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	1,873.58
Accrued Compensated Absences-Current	4,462.75
TOTAL CURRENT LIABILITIES	168,646.60
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	8,287.96
FSS Due to Tenant Long Term	38,033.37
Notes Payable-LT	303,000.00
TOTAL NONCURRENT LIABILITIES	349,321.33
TOTAL LIABILITIES	517,967.93
EQUITY	
RETAINED EARNINGS	
Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	-84,308.88
TOTAL RETAINED EARNINGS:	5,583,744.12
TOTAL EQUITY	5,583,744.12
TOTAL LIABILITIES AND EQUITY	6,101,712.05

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

For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	241,737.39	234,046.45	-7,690.94
Cash-Payroll	-10,434.95	16,082.01	26,516.96
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,000.00	28,000.00	0.00
Cash Restricted - FSS Escrow	37,616.00	38,033.36	417.36
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	296,918.44	316,161.82	19,243.38

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	106,639.21	234,046.45	127,407.24
Cash-Payroll	2,192.09	16,082.01	13,889.92
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	36,013.00	28,000.00	-8,013.00
Cash Restricted - FSS Escrow	48,122.54	38,033.36	-10,089.18
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	192,966.84	316,161.82	123,194.98

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Statement of Operations
For the Current and Nine Months Ended September 25, 2020**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,333	13,188	(855)	-6.48%	1	114,064	118,691	(4,627)	-3.90%	158,254
Other Tenant Income	47	485	(438)	-90.35%	2	5,258	4,365	893	20.46%	5,820
Government Subsidy	11,960	7,000	4,960	70.85%	3	73,021	63,000	10,021	15.91%	84,000
Other Income	4	42	(38)	-91.19%		157	378	(221)	-58.56%	504
Total Revenue	24,343	20,715	3,628	17.52%		192,500	186,434	6,066	3.25%	248,578
Administrative Expenses	6,642	7,448	(806)	-10.82%	5	69,830	67,032	2,797	4.17%	89,377
Tenant Services Expense	36	10	26	259.80%	6	156	90	66	72.96%	120
Utility Expense	2,032	1,314	718	54.67%	7	15,034	11,826	3,208	27.13%	15,768
Maintenance Expense	1,965	3,932	(1,967)	-50.03%	4	25,138	35,386	(10,248)	-28.96%	47,181
General Expenses	3,510	2,898	612	21.12%	8	34,382	26,080	8,302	31.83%	34,773
Housing Assistance Payments	992	556	436	78.42%	9	5,835	5,004	831	16.61%	6,672
Financing Expenses	3,394	3,828	(433)	-11.32%	10	39,192	34,450	4,743	13.77%	45,933
Operating Expenses before Depreciation	18,571	19,985	(1,414)	-7.07%		189,566	179,868	9,699	5.39%	239,824
Net Operating Income (Loss)	5,772	730	5,042	691.20%		2,933	6,566	(3,632)	-55.32%	8,754
Depreciation & Amortization	2,114	2,244	(130)	-5.80%		19,024	20,195	(1,171)	-5.80%	26,926
Capital Replacement Items	2,475	2,150	325	15.12%		18,455	19,350	(895)	-4.62%	25,800
Reimburse Replacement Reserves	-	(2,150)	2,150	-100.00%		-	(19,350)	19,350	-100.00%	(25,800)
Total Expense	23,160	22,229	931	4.19%		227,046	200,063	26,983	13.49%	266,750
Net Income (Loss)	1,183	(1,514)	2,698	-178.13%		(34,546)	(13,629)	(20,917)	153.47%	(18,172)

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income is slightly less than budgeted.**
- 2 Variance for the year reflects management enforcing the lease agreements.**
- 3 Subsidy for the year continues to be higher than anticipated.**
- 4 Variance reflects expenses that are less than the budget.**
- 5 Variance in Administrative Expenses is due increased advertising and payroll costs.**
- 6 Tenant Services variance is due to resident newsletter expense.**
- 7 Variance in Utility expenses due to increased costs associated with water, sewer, and garbage disposal.**
- 8 General Expenses variance is due to reduction in rent.**
- 9 Variance in HAP is due to increased Utility reimbursement payment to tenants.**
- 10 Finance expense variance is due to interest paid on PCHD loan from January - June 2020.**

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Balance Sheet
as of September 25, 2020**

ASSETS

Unrestricted Cash	
Cash Operating 1	62,680.02
Cash-Payroll	1,291.72
Petty Cash	600.00
Total Unrestricted Cash	<u>64,571.74</u>
Restricted Cash	
Cash Restricted-Security Deposits	12,099.00
Cash Restricted-Reserve for Replacement	10,755.10
Total Restricted Cash	<u>22,854.10</u>
TOTAL CASH	<u>87,425.84</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	15,284.00
Allowance for Doubtful Accounts-Tenants/Ven	<u>-12,234.00</u>
TOTAL: AR	3,050.00
Due from LPHC	75,251.87
DAK CARES ACT Subsidy	<u>2,810.68</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>81,112.55</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	4,918.63
Utility Deposit	<u>7,060.00</u>
TOTAL OTHER CURRENT ASSETS	<u>12,478.63</u>
TOTAL CURRENT ASSETS	<u>181,017.02</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Building Improvements	14,150.00
Furniture & Fixtures	7,295.00
Accum Depreciation-Buildings	-199,055.49
Accum Depreciation- Misc FF&E	-4,429.35
Intangible Assets	
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,640.00
AA Monitoring Fees	<u>-41,744.00</u>
TOTAL FIXED ASSETS (NET)	<u>744,680.16</u>
TOTAL NONCURRENT ASSETS	<u>744,680.16</u>
TOTAL ASSETS	<u>925,697.18</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	757.67
Tenant Security Deposits	11,799.00
Security Deposit-Pet	300.00
Garnishment clearing account	35.70
Accrued Property Taxes	10,033.35
Accrued Interest - HOPE VI	668,201.25
Accrued Interest - Future Advance	873.00
Accrued Audit Fees	1,567.33
Accrued audit fees - LHA	2,517.30
Due to (17) Renaissance Family Non-Ac	36,226.34
Tenant Prepaid Rents	1.00
Contract Retentions	19,974.37
Accrued Compensated Absences-Currer	999.52
Note Payable PCHD	<u>331,119.97</u>
TOTAL CURRENT LIABILITIES	<u>1,084,405.80</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,856.25
Due to Affiliates	149,859.50
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 - LHA	<u>101,380.00</u>
TOTAL NONCURRENT LIABILITIES	<u>1,092,640.39</u>
TOTAL LIABILITIES	<u>2,177,046.19</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	-1,219,110.00
Capital - GP2	<u>240,496.13</u>
TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Ass	<u>-272,735.14</u>
TOTAL RETAINED EARNINGS:	<u>-272,735.14</u>
TOTAL EQUITY	<u>-1,251,349.01</u>
TOTAL LIABILITIES AND EQUITY	<u>925,697.18</u>

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place**

Changes in Cash

For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	57,863.16	62,680.02	4,816.86
Cash-Payroll	261.46	1,291.72	1,030.26
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,099.00	12,099.00	0.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replac	10,088.43	10,755.10	666.67
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devrr	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	80,312.05	86,825.84	6,513.79

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	12,196.82	62,680.02	50,483.20
Cash-Payroll	381.93	1,291.72	909.79
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,699.00	12,099.00	-600.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replac	20,411.60	10,755.10	-9,656.50
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devrr	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	45,689.35	86,825.84	41,136.49

Lakeland Housing Authority
Renaissance at Washington Ridge LTD., LLLP
Statement of Operations
For the Current and Nine Months Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	68,398	69,296	(898)	-1.30%	1	628,895	623,664	5,231	0.84%	831,552
Other Tenant Income	771	1,767	(996)	-56.34%	2	6,849	15,903	(9,054)	-56.93%	21,204
Government Subsidy	63,788	40,946	22,842	55.79%	3	336,201	368,514	(32,313)	-8.77%	491,352
Other Income	347	965	(618)	-64.07%		14,751	8,685	6,066	69.85%	11,580
Cancellation of Indebtedness - Income	-	-	-			3,125,768	-	3,125,768	0.00%	-
Total Revenue	133,304	112,974	20,330	(1)		4,112,464	1,016,766	3,095,698	0	1,355,688
Administrative Expenses	31,377	45,141	(13,764)	-30.49%	4	363,688	406,266	(42,578)	-10.48%	541,688
Tenant Services	2,349	450	1,899	422.07%	8	4,311	4,050	261	6.45%	5,400
Utility Expense	12,119	7,984	4,135	51.79%	4	63,207	71,858	(8,651)	-12.04%	95,811
Maintenance Expense	23,110	29,335	(6,225)	-21.22%	5	293,900	264,012	29,888	11.32%	352,016
General Expenses	10,532	6,921	3,611	52.18%	6	81,305	62,286	19,019	30.53%	83,048
Housing Assistance Payments	2,414	1,563	851	54.45%	7	21,438	14,067	7,371	52.40%	18,756
Financing Expenses	4,893	20,639	(15,746)	-76.29%	4	54,905	185,754	(130,849)	-70.44%	247,672
Operating Expense before Depreciation	86,794	112,033	(25,238)	-22.53%		882,753	1,008,294	(125,540)	-12.45%	1,344,391
Net Operating Income (Loss)	46,510	941	45,569	4840.67%		3,229,711	8,472	3,221,238	38020.42%	11,297
Depreciation & Amortization	57,795	55,766	2,028	3.64%		517,129	501,895	15,234	3.04%	669,194
Capital Replacement Items	12,010	19,706	(7,695)	-39.05%		52,351	177,350	(124,998)	-70.48%	236,466
Reimburse Replacement Reserves	-	(19,706)	19,706	-100.00%		-	(177,350)	177,350	-100.00%	(236,466)
Total Expense	156,599	167,799	(11,200)	-6.67%		1,452,234	1,510,189	(57,955)	-3.84%	2,013,585
Net Income (Loss)	(23,294)	(54,825)	31,530	-57.51%		2,660,230	(493,423)	3,153,653	-639.14%	(657,897)

Comments

- 1 Consists of 108 low- and moderate-income family and senior apartment units and 88 Tax Credit units. Overall rental income is slightly higher than budgeted.**
- 2 Variance reflects timely payment of rents and less damage to the units.**
- 3 Governmental subsidy received is less than budgeted.**
- 4 Variance reflects expenses that are less than the budget.**
- 5 Maintenance variance is due to increased payroll costs. It also includes CARES act expenses that will be submitted to the Department of Housing and Urban Development (HUD) for reimbursement.**
- 6 General expenses variance is due to increased insurance costs.**
- 7 The variance within HAP payments is due to increased Utility reimbursement and FSS escrows.**
- 8 Costs associated with Tenant Service increased due to relocation of a family as emergency repairs are occurring within their unit.**

Lakeland Housing Authority
Renaissance at Washington Ridge LTD., LLLP

Balance Sheet
as of September 25, 2020

ASSETS

Unrestricted Cash	
Cash Operating 1	141,260.23
Cash-Payroll	16,769.92
Petty Cash	600.00
Total Unrestricted Cash	<u>158,630.15</u>
Restricted Cash	
Cash Restricted-Security Deposits	58,358.99
Cash Restricted - FSS Escrow	24,075.61
Cash Restricted-Reserve for Replacement	133,615.77
Cash Restricted - Reserve/Escrow	2,086,499.18
Restricted Cash - Partnership Devmt	1,179.16
Restricted Cash - OA Reserve	77,196.83
Restricted Cash - AA Reserve	47,522.82
Total Restricted Cash	<u>2,428,448.36</u>
TOTAL CASH	<u>2,587,078.51</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	10,610.99
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-4,068.99</u>
TOTAL: AR	6,542.00
Due from Dakota Park Non-ACC	36,226.34
Due from Development-General	168,712.46
Due from Central Office Cost Center	<u>65,458.31</u>
TOTAL: DUE FROM	270,397.11
REN CARES ACT Subsidy	<u>19,200.69</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>296,139.80</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	1,000.00
Prepaid Insurance	24,832.79
Utility Deposit - Electric	<u>20,500.00</u>
TOTAL OTHER CURRENT ASSETS	<u>46,332.79</u>
TOTAL CURRENT ASSETS	<u>2,929,551.10</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Buildings	21,105,584.03
Building Improvements	252,104.62
Machinery & Equipment	150,483.39
Automobiles/Vehicles	9,800.00
Furniture & Fixtures	596,259.09
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-8,763,520.47
Accum Depreciation- Misc FF&E	-747,356.20
Accum Depreciation-Infrastructure	-2,024,454.60
Intangible Assets	
Loan Costs	178,680.70
Compliance Fees	100.00
Monitoring Fees	131,658.00
AA Compliance Fees	-62.60
AA Monitoring Fees	-131,658.00
AA Loan Costs	<u>-139,542.80</u>
TOTAL FIXED ASSETS (NET)	<u>13,000,431.31</u>
Dwelling Equipment	<u>4,463.00</u>
TOTAL NONCURRENT ASSETS	<u>13,004,894.31</u>
TOTAL ASSETS	<u>15,934,445.41</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	14,381.58
Tenant Security Deposits	52,753.39
Security Deposit-Pet	5,605.60
Accrued Audit Fees	-3,158.82
Accrued audit fees - LHA	7,939.47
Tenant Prepaid Rents	1,336.38
Contract Retentions	38,732.51
Accrued Compensated Absences-Current	<u>4,377.24</u>
TOTAL CURRENT LIABILITIES	<u>121,967.35</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	8,129.15
FSS Due to Tenant Long Term	24,075.61
Notes Payable-LT	381,200.32
Note Payable	2,076,610.87
Short Term - Note Payable	<u>12,200.31</u>
TOTAL NONCURRENT LIABILITIES	<u>2,502,216.26</u>
TOTAL LIABILITIES	<u>2,624,183.61</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	6,924,129.41
Capital - GP2	7,123,264.00
GP Equity	<u>1,308,453.00</u>
TOTAL CONTRIBUTED CAPITAL	<u>15,355,846.41</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-2,045,584.61</u>
TOTAL RETAINED EARNINGS:	<u>-2,045,584.61</u>
TOTAL EQUITY	<u>13,310,261.80</u>
TOTAL LIABILITIES AND EQUITY	<u>15,934,445.41</u>

Lakeland Housing Authority
Renaissance at Washington Ridge LTD., LLLP
Changes in Cash
For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	160,429.10	141,260.23	-19,168.87
Cash-Payroll	1,572.81	16,769.92	15,197.11
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	59,258.99	58,358.99	-900.00
Cash Restricted - FSS Escrow	23,310.42	24,075.61	765.19
Cash Restricted-Reserve for Replacement	130,372.15	133,615.77	3,243.62
Cash Restricted - Reserve/Escrow	2,074,135.43	2,086,499.18	12,363.75
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,187.55	77,196.83	9.28
Restricted Cash - AA Reserve	47,517.94	47,522.82	4.88
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
Total Cash	2,574,963.55	2,586,478.51	11,514.96

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	88,644.28	141,260.23	52,615.95
Cash-Payroll	-4,251.16	16,769.92	21,021.08
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	59,151.39	58,358.99	-792.40
Cash Restricted - FSS Escrow	16,963.98	24,075.61	7,111.63
Cash Restricted-Reserve for Replacement	104,305.49	133,615.77	29,310.28
Cash Restricted - Reserve/Escrow	0.00	2,086,499.18	2,086,499.18
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,020.81	77,196.83	176.02
Restricted Cash - AA Reserve	47,426.33	47,522.82	96.49
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
Total Cash	390,440.28	2,586,478.51	2,196,038.23

Lakeland Housing Authority
Colton Meadow, LLLP
Statement of Operations
For the Current and Nine Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	51,496	48,000	3,496	7.28%	1	457,163	432,000	25,163	5.82%	576,000
Other Tenant Income	180	741	(561)	-75.71%	2	2,530	6,669	(4,139)	-62.06%	8,892
Other Income	17	85	(68)	-80.16%		210	765	(555)	-72.54%	1,020
Total Revenue	51,692	48,826	2,866	5.87%		459,903	439,434	20,469	4.66%	585,912
Administrative Expense	10,959	12,474	(1,516)	-12.15%	3	110,810	112,270	(1,460)	-1.30%	149,693
Tenant Services	-	50	(50)	-100.00%	3	107	450	(343)	-76.29%	600
Utility Expense	16,653	7,462	9,191	123.17%	4	78,226	67,158	11,068	16.48%	89,544
Maintenance Expense	9,531	11,689	(2,158)	-18.46%	3	99,523	105,201	(5,677)	-5.40%	140,267
General Expense	7,416	7,344	72	0.98%	4	71,749	66,096	5,653	8.55%	88,128
Financing Expense	3,989	4,212	(223)	-5.30%	3	37,241	37,910	(670)	-1.77%	50,547
Operating Expense before Depreciation	48,548	43,232	5,317	12.30%		397,655	389,084	8,571	2.20%	518,779
Net Operating Income (Loss)	3,144	5,594	(2,450)	-43.80%		62,248	50,350	11,898	23.63%	67,133
Depreciation & Amortization Expense	39,868	39,835	33	0.08%		358,814	358,517	297	0.08%	478,023
Capital Replacement Items	-	7,450	(7,450)	-100.00%		16,183	67,050	(50,867)	-75.86%	89,400
Reimburse Replacement Reserves	-	(7,450)	7,450	-100.00%		-	(67,050.00)	67,050	-100.00%	(89,400)
Total Expense	88,416	83,067	5,350	6.44%		772,653	747,602	25,051	3.35%	996,802
Net Operating Income (Loss)	(36,724)	(34,241)	(2,483)	7.25%		(312,750)	(308,168)	(4,582)	1.49%	(410,890)

Comments

- 1** Consists of 72 Tax Credit apartment units. Rent collections are higher than budgeted.
- 2** Variance reflects timely payment of rents and less damage to the units.
- 3** Variance reflects expenses that are less than the budget.
- 4** Variance in General expenses is due to reduction of rental income. Variance in Utility expenses is due to increased costs associated with garbage/trash removal.

Lakeland Housing Authority
Colton Meadow, LLLP
Balance Sheet
as of September 25, 2020

ASSETS

CASH

Unrestricted Cash	
Cash Operating 1	75,529.13
Cash-Payroll	6,779.58
Petty Cash	600.00
Total Unrestricted Cash	<u>82,908.71</u>
Restricted Cash	
Cash Restricted-Security Deposits	28,825.00
Cash Restricted-Operating Reserve	441,416.72
Cash Restricted-Reserve for Replacement	146,221.25
Cash-Tax & Insurance Escrow	54,424.99
Total Restricted Cash	<u>670,887.96</u>

TOTAL CASH 753,796.67

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	24,722.91
Allowance for Doubtful Accounts-Tenants/Vendor	<u>-8,444.10</u>
TOTAL: AR	16,278.81
Due from Colton Meadow GP, Inc.	<u>101,151.61</u>
TOTAL: DUE FROM	<u>101,151.61</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	117,430.42

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Expenses and Other Assets	1,070.84
Prepaid Insurance	28,810.02
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>35,880.86</u>
TOTAL CURRENT ASSETS	<u>907,107.95</u>

NONCURRENT ASSETS

FIXED ASSETS

Land	300,000.00
Buildings	856,353.89
Building Acquisition	2,010,000.00
Building Improvements	5,861,925.11
Machinery & Equipment	67,970.48
Automobiles/Vehicles	15,484.50
Furniture & Fixtures	1,503,657.00
Site Improvement-Infrastructure	1,496,187.97
Accum Depreciation-Buildings	-4,443,812.66
Intangible Assets	
Amortization Tax Credit Fees	-134,477.86
Monitoring Fees	208,695.00
TOTAL FIXED ASSETS (NET)	<u>7,741,983.43</u>
Site Improvement	16,364.00
Non-Dwelling Structures	28,019.32
Non-Dwelling Equipment	60,262.45
TOTAL NONCURRENT ASSETS	<u>7,846,629.20</u>

TOTAL ASSETS 8,753,737.15

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors	5,501.04
Tenant Security Deposits	27,025.00
Security Deposit-Pet	1,900.00
Accrued Property Taxes	28,617.45
Accrued Interest Payable	10,973.20
Accrued Audit Fees	3,000.00
Due to Polk County Developers, Inc.	362,901.17
Tenant Prepaid Rents	2,321.25
Accrued Compensated Absences-Current	1,898.89
First Mortgage - TCAP	1,231,424.00
Tax Credit Exchange Program (TCEP)	4,373,658.40
HOME Funds	115,899.60
Mortgage Note Payable	450,845.00
TOTAL CURRENT LIABILITIES	<u>6,615,965.00</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	3,526.50
Developer Fee Payable - PCHD	5,381.00
TOTAL NONCURRENT LIABILITIES	<u>8,907.50</u>

TOTAL LIABILITIES 6,624,872.50

EQUITY

CONTRIBUTED CAPITAL	
Capital - LP	1,205,286.00
GP Equity	46.12
TOTAL CONTRIBUTED CAPITAL	<u>1,205,332.12</u>

RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	923,532.53
TOTAL RETAINED EARNINGS:	<u>923,532.53</u>

TOTAL EQUITY 2,128,864.65

TOTAL LIABILITIES AND EQUITY 8,753,737.15

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

For the Current and Nine Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	85,763.97	75,529.13	-10,234.84
Cash-Payroll	901.60	6,779.58	5,877.98
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,325.00	28,825.00	500.00
Cash Restricted-Operating Reserve	441,409.46	441,416.72	7.26
Cash Restricted-Reserve for Replacement	144,272.45	146,221.25	1,948.80
Cash-Tax & Insurance Escrow	45,964.09	54,424.99	8,460.90
Total Cash	746,636.57	753,196.67	6,560.10

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	72,606.88	75,529.13	2,922.25
Cash-Payroll	230.69	6,779.58	6,548.89
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,131.00	28,825.00	1,694.00
Cash Restricted-Operating Reserve	441,350.45	441,416.72	66.27
Cash Restricted-Reserve for Replacement	128,785.93	146,221.25	17,435.32
Cash-Tax & Insurance Escrow	40,485.82	54,424.99	13,939.17
Total Cash	710,590.77	753,196.67	42,605.90

Lakeland Housing Authority
Bonnet Shores, LLLP
Statement of Operations
For the Current and Nine Months Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	54,293	50,067	4,226	8.44%	1	480,334	450,603	29,731	6.60%	600,804
Other Tenant Income	97	532	(435)	-81.77%	2	2,299	4,788	(2,489)	-51.98%	6,384
Other Income	28	386	(358)	-92.75%		352	3,474	(3,122)	-89.86%	4,632
Total Revenue	54,418	50,985	3,433	6.73%		482,985	458,865	24,120	5.26%	611,820
Administrative Expense	11,101	16,225	(5,124)	-31.58%	3	126,140	146,021	(19,881)	-13.61%	194,694
Tenant Services	-	35	(35)	-100.00%	3	107	315	(208)	-66.13%	420
Utility Expense	8,653	6,155	2,498	40.59%	4	62,038	55,395	6,643	11.99%	73,860
Maintenance Expense	11,012	10,401	611	5.88%	4	120,690	93,609	27,080	28.93%	124,813
General Expense	8,466	7,865	601	7.64%	4	73,232	70,787	2,445	3.45%	94,383
Financing Expense	9,658	10,304	(646)	-6.27%	3	90,800	92,738	(1,938)	-2.09%	123,650
Operating Expense before Depreciatio	48,891	50,985	(2,094)	-4.11%		473,007	458,865	14,142	3.08%	611,820
Net Operating Income (Loss)	5,527	0	5,527	110549300%		9,979	0	9,979	22174833%	0
Depreciation & Amortization Expense	41,152	40,921	231.35	0.57%		370,372	368,289	2,082.15	0.57%	491,052
Capital Replacement Items	3,127	6,690	(3,563.45)	-53.27%		15,891	60,210	(44,318.63)	-73.61%	80,280
Reimburse Replacement Reserve	-	(6,690)	6,690.00	-100.00%		-	(60,210)	60,210.00	-100.00%	(80,280)
Total Expense	93,169	91,906	1,263	1.37%		859,269	827,154	32,115	3.88%	1,102,872
Net Income (Loss)	(38,751)	(40,921)	2,170	-5.30%		(376,284)	(368,289)	(7,995)	2.17%	(491,052)

Comments

- 1 **Community consists of 75 apartment units comprised of tax credit and Section 8 vouchers. Tenant rental income is higher than the budget.**
- 2 **Variance is due to residents timely payment of rents as well as causing less damage to their units.**
- 3 **Variance reflects expenses being less than the budget.**
- 4 **Variance in utility expenses is due to increased costs in Water/Sewer/Garbage. Variance in General Expenses is due to insurance increased costs. Maintenance is due to increased payroll costs, plumbing services, painting and janitorial cleaning products.**

Lakeland Housing Authority
Bonnet Shores, LLLP
Balance Sheet
as of September 25, 2020

ASSETS

Unrestricted Cash	
Cash Operating 1	131,240.28
Cash-Payroll	6,969.41
Petty Cash	600.00
Total Unrestricted Cash	138,809.69
Restricted Cash	
Cash Restricted-Security Deposits	30,575.00
Cash Restricted-Operating Reserve	460,809.09
Cash Restricted-Reserve for Replacement	169,163.99
Cash-Tax & Insurance Escrow	54,897.98
Total Restricted Cash	715,446.06
TOTAL CASH	854,255.75
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	9,844.00
Allowance for Doubtful Accounts-Tenants/Vendors	-4,995.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	4,849.00
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,154.16
Prepaid Insurance	25,257.19
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	31,911.35
TOTAL CURRENT ASSETS	891,016.10
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	11,478,455.60
Building Improvements	20,181.47
Automobiles/Vehicles	24,477.33
Furniture & Fixtures	437,374.39
Site Improvement-Infrastructure	688,655.00
Accum Depreciation-Buildings	-4,075,946.74
Accum Depreciation- Misc FF&E	-449,763.38
Accum Depreciation-Infrastructure	-442,313.10
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	-20,212.10
Compliance Fees	246,589.00
Amortization Tax Credit Fees	-160,284.34
TOTAL FIXED ASSETS (NET)	8,088,632.13
TOTAL NONCURRENT ASSETS	8,088,632.13
TOTAL ASSETS	8,979,648.23

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	4,735.84
Tenant Security Deposits	27,675.00
Security Deposit-Pet	3,100.00
Accrued Property Taxes	36,660.14
Accrued Interest Payable	28,641.74
Accrued Interest - 2nd Mortgage	587,556.85
Accrued Audit Fees	3,000.00
Tenant Prepaid Rents	1,474.25
Accrued Compensated Absences-Current	911.17
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	1,009,877.00
TOTAL CURRENT LIABILITIES	5,653,914.99
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,692.18
TOTAL NONCURRENT LIABILITIES	1,692.18
TOTAL LIABILITIES	5,655,607.17
EQUITY	
CONTRIBUTED CAPITAL	
Contributed Capital	-57,442.26
Capital - LP	6,807,962.00
GP Equity	-162.00
Syndication Costs	-40,000.00
TOTAL CONTRIBUTED CAPITAL	6,710,357.74
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-3,386,316.68
TOTAL RETAINED EARNINGS:	-3,386,316.68
TOTAL EQUITY	3,324,041.06
TOTAL LIABILITIES AND EQUITY	8,979,648.23

**Lakeland Housing Authority
Bonnet Shores, LLLP
Changes in Cash
For the Current and Nine Months Ended September 25, 2020**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	131,893.65	131,240.28	-653.37
Cash-Payroll	642.99	6,969.41	6,326.42
Cash Operating 2	0.00	0.00	0.00
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	30,575.00	30,575.00	0.00
Cash Restricted-Operating Reserve	460,801.51	460,809.09	7.58
Cash Restricted-Reserve for Replacement	167,133.71	169,163.99	2,030.28
Cash-Tax & Insurance Escrow	46,702.59	54,897.98	8,195.39
Investment 2	0.00	0.00	0.00
Total Cash	837,749.45	853,655.75	15,906.30

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	132,235.48	131,240.28	-995.20
Cash-Payroll	-234.78	6,969.41	7,204.19
Cash Operating 2	0.00	0.00	0.00
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,975.00	30,575.00	1,600.00
Cash Restricted-Operating Reserve	460,739.63	460,809.09	69.46
Cash Restricted-Reserve for Replacement	151,035.51	169,163.99	18,128.48
Cash-Tax & Insurance Escrow	32,960.41	54,897.98	21,937.57
Investment 2	0.00	0.00	0.00
Total Cash	805,711.25	853,655.75	47,944.50

Lakeland Housing Authority
West Bartow Partnership, LTD., LLLP
Statement of Operations
For the Current and Nine Months Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	74,340	69,900.00	4,440	6.35%	1	649,807	629,100.00	20,707	3.29%	838,800
Other Tenant Income	(750)	(368.00)	(382)	103.80%		(5,955)	(3,312.00)	(2,643)	79.79%	(4,416)
Other Income	33	460.00	(427)	-92.78%		811	4,140.00	(3,329)	-80.42%	5,520
Total Revenue	73,623	69,992	3,631	5.19%		644,663	629,928	14,735	2.34%	839,904
Administrative Expenses	15,848	17,643.28	(1,795)	-10.17%	3	166,495	158,789.52	7,705	4.85%	211,719
Tenants Service Expenses	-	300.00	(300)	-100.00%	2	67	2,700.00	(2,633)	-97.53%	3,600
Utility Expense	8,297	9,255.00	(958)	-10.35%	2	65,339	83,295.00	(17,956)	-21.56%	111,060
Maintenance Expense	13,750	11,775.99	1,974	16.76%	3	121,193	105,983.90	15,209	14.35%	141,312
General Expenses	6,305	5,378.68	927	17.23%	2	45,982	48,408.09	(2,426)	-5.01%	64,544
Financing Expenses	21,363	22,304.84	(942)	-4.22%	2	195,392	200,743.56	(5,352)	-2.67%	267,658
Operating expense before depreciati	65,564	66,658	(1,094)	-1.64%		594,467	599,920	(5,453)	-0.91%	799,893
Net Operating Income (Loss)	8,059	3,334	4,725	141.70%		50,196	30,008	20,188	67.28%	40,011
Depreciation & Amortization	33,669	43,150	(9,481)	-21.97%		303,025	388,353	(85,328)	-21.97%	517,804
Capital/Operational Replacement Itc	7,198	7,965	(767)	-9.63%		31,633	71,685	(40,052)	-55.87%	95,580
Reimburse Replacement Reserves	-	-	-	-		-	-	-	-	(95,580)
Total Expense	106,431	117,773	(11,342)	-9.63%		929,124	1,059,958	(130,834)	-12.34%	1,317,697
Net Operating Income (Loss)	(32,808)	(47,781)	14,973	-31.34%		(284,461)	(430,030)	145,568	-33.85%	(477,793)

Comments

- 1 Consists of 100 Tax Credit and Project-Based Section 8 Voucher units. Tenant collection is slightly higher than the budget.**
- 2 Variance is due to expenses being less than budgeted.**
- 3 Variance in Administrative Expenses is due to increased cost in legal and payroll expenses. Maintenance variance is due to increased payroll costs related to roofing repairs.**

**Lakeland Housing Authority
West Bartow Partnership, LTD., LLLP
Balance Sheet
as of September 25, 2020**

ASSETS

Unrestricted Cash	
Cash Operating 1	955.70
Cash-Payroll	144.46
Petty Cash	600.00
Total Unrestricted Cash	<u>1,700.16</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,941.00
Cash Restricted-Operating Reserve	19.08
Cash Restricted-Reserve for Replacement	168,410.08
Cash-Tax & Insurance Escrow	43,448.25
Restricted Investment	156,615.24
Total Restricted Cash	<u>379,433.65</u>
TOTAL CASH	<u>381,133.81</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	3,444.25
Allowance for Doubtful Accounts-Tenants/Vendors	-360.00
TOTAL: AR	<u>3,084.25</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	3,084.25
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	3,371.34
Prepaid Insurance	37,515.30
TOTAL OTHER CURRENT ASSETS	<u>41,386.64</u>
TOTAL CURRENT ASSETS	<u>425,604.70</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Building Improvements	53,499.32
Furn, Fixt, & Equip	1,212,730.94
Accum Depreciation-Buildings	-3,613,722.14
Accum Depreciation- Misc FF&E	-1,177,139.36
Accum Depreciation-Infrastructure	-400,273.55
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	-209,435.05
Compliance Fees	200,558.00
Amortization Tax Credit Fees	-150,411.45
TOTAL FIXED ASSETS (NET)	<u>9,480,388.13</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>10,191,985.13</u>
TOTAL ASSETS	<u>10,617,589.83</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	37,205.23
Tenant Security Deposits	9,791.00
Security Deposit Clearing Account	356.00
Security Deposit-Pet	1,200.00
Accrued Property Taxes	3,051.34
Accrued Interest NLP Loan	2,607.54
Accrued Audit Fees	3,000.00
Tenant Prepaid Rents	58.43
Accrued Compensated Absences-Current	594.68
Mortgage Note Payable	2,872,400.65
Second Mortgage Payable	850,000.00
Third Mortgage Payable	312,217.66
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	1,373,841.39
TOTAL CURRENT LIABILITIES	<u>6,430,944.92</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,104.40
TOTAL NONCURRENT LIABILITIES	<u>1,104.40</u>
TOTAL LIABILITIES	<u>6,432,049.32</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	5,437,398.00
GP Equity	-89.00
Special LP Equity	93,523.89
Syndication Costs	-30,000.00
TOTAL CONTRIBUTED CAPITAL	<u>5,500,832.89</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-1,315,292.38
TOTAL RETAINED EARNINGS:	<u>-1,315,292.38</u>
TOTAL EQUITY	<u>4,185,540.51</u>
TOTAL LIABILITIES AND EQUITY	<u>10,617,589.83</u>

**Lakeland Housing Authority
West Bartow Partnership, LTD., LLLP
Changes in Cash
For the Current and Nine Months Ended September 25, 2020**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	6,987.44	955.70	-6,031.74
Cash-Payroll	374.09	144.46	-229.63
Cash Restricted-Security Deposits	10,541.00	10,941.00	400.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	165,479.46	168,410.08	2,930.62
Cash-Tax & Insurance Escrow	36,312.25	43,448.25	7,136.00
Investment 1	0.00	0.00	0.00
Restricted Investment	156,617.99	156,615.24	-2.75
Total Cash	376,331.31	380,533.81	4,202.50

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	17,962.90	955.70	-17,007.20
Cash-Payroll	-1,408.85	144.46	1,553.31
Cash Restricted-Security Deposits	9,862.00	10,941.00	1,079.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	197,253.28	168,410.08	-28,843.20
Cash-Tax & Insurance Escrow	52,016.82	43,448.25	-8,568.57
Investment 1	0.00	0.00	0.00
Restricted Investment	156,198.37	156,615.24	416.87
Total Cash	431,903.60	380,533.81	-51,369.79

Lakeland Housing Authority

Hampton Hills (AMP 4)

Statement of Operations

For the Current and Nine Months Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	1,638	2,467	(829)	-33.60%	1	20,118	22,203	(2,085)	-9.39%	29,604
Other Tenant Income	-	205	(205)	-100.00%	2	(275)	1,845	(2,120)	-114.91%	2,460
Grant Income	3,364	678	2,686	396.11%	3	13,354	6,102	7,252	118.85%	8,136
Other Income	(32,055)	-	(32,055)		4	(99,858)	-	(99,858)		-
Total Revenue	(27,054)	3,350	(30,404)	-907.58%		(66,661)	30,150	(96,811)	-321.10%	40,200
Administrative Expenses	1,922	1,575	346	21.99%	6	20,446	14,179	6,268	44.21%	18,905
Tenant Services Expenses	-	25	(25)	-100.00%	5	-	225	(225)	-100.00%	300
Utility Expense	-	100	(100)	-100.00%	5	190	900	(710)	-78.84%	1,200
Maintenance and Development Expens	816	1,128	(311)	-27.61%	6	10,377	10,149	229	2.25%	13,532
General Expenses	175	468	(294)	-62.71%	5	2,326	4,216	(1,890)	-44.83%	5,621
Housing Assistance Payments	-	-	-			-	-	-		-
Operating expense before Depreciation	2,913	3,296	(384)	-11.64%		33,340	29,668	3,672	12.38%	39,558
Net Operating Income (Loss)	(29,967)	54	(30,020)			(100,001)	482	(100,483)		642
Depreciation	-	-	-			-	-	-		321
Operational Expenses - Replacement	-	-	-			24,674	-	24,674		-
Transfer In/Out	-	-	-			(24,674)	-	(24,674)		-
Total Expenses	2,913	3,296	(384)			33,340	29,668	3,672		39,879
Net Income (Loss)	(29,967)	54	(30,020)	-56070.66%		(100,001)	482	(100,483)	-20853.13%	321

Comments

- 1** Property is comprised of 2, Section 32 Public Housing lease-to-purchase units. Rental income is lower than budgeted due to sale of an additional home and budget being based upon rental income from four (4) houses.
- 2** Variance is due to timely payments of rent and residents causing less damage to their units.
- 3** Variance is due to a increase in subsidy received from HUD.
- 4** Variance is the effect upon sale of 1755 Holton Road
- 5** Variance reflects expenses that are less than the budget.
- 6** Variance in Administrative and Maintenance costs are due to increased payroll costs which are prorated based on units.

Lakeland Housing Authority

Hampton Hills (AMP 4)

Balance Sheet

as of September, 2020

ASSETS

CASH

Unrestricted Cash	
Cash Operating 1	1,404.54
Cash-Payroll	2,582.61
Cash Operating 3	231,802.58
Total Unrestricted Cash	235,789.73
Restricted Cash	
Cash Restricted-Security Deposits	1,200.00
Cash Restricted - FSS Escrow	84.00
Total Restricted Cash	1,284.00

TOTAL CASH 237,073.73

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	716.50
Allowance for Doubtful Accounts-Tenants/Vendors	-117.50
AR-TPA/Fraud Recovery	92.50

TOTAL: AR 691.50

Due from LPHC	283,520.66
Lakeridge Homes 2nd Mortgage	360,607.45
Hampton Hills CARES ACT Subsidy	1,170.92

TOTAL ACCOUNTS AND NOTES RECEIVABLE 645,990.53

OTHER CURRENT ASSETS

Eviction Deposit Acct.	500.00
Prepaid Insurance	753.67

TOTAL OTHER CURRENT ASSETS 1,253.67

TOTAL CURRENT ASSETS 884,317.93

NONCURRENT ASSETS

FIXED ASSETS

Buildings	255,473.00
Furniture & Fixtures	2,248.94
Accum Depreciation- Misc FF&E	-2,248.94
Intangible Assets	

TOTAL FIXED ASSETS (NET) 255,473.00

TOTAL NONCURRENT ASSETS 255,473.00

TOTAL ASSETS 1,139,790.93

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors	1,234.91
Tenant Security Deposits	900.00
Security Deposit Clearing Account	-600.00
Lease Purchase Escrow	84.00
Accrued audit fees - LHA	92.19
Tenant Prepaid Rents	386.00
Accrued Compensated Absences-Current	119.01

TOTAL CURRENT LIABILITIES 2,216.11

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	221.01
---------------------------------	--------

TOTAL NONCURRENT LIABILITIES 221.01

TOTAL LIABILITIES 2,437.12

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	1,137,353.81
---	--------------

TOTAL RETAINED EARNINGS: 1,137,353.81

TOTAL EQUITY 1,137,353.81

TOTAL LIABILITIES AND EQUITY 1,139,790.93

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

For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	1,085.09	1,404.54	319.45
Cash-Payroll	1,756.87	2,582.61	825.74
Cash Operating 3	151,217.67	231,802.58	80,584.91
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,200.00	1,200.00	0.00
Cash Restricted - FSS Escrow	1,084.00	84.00	-1,000.00
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
Total Cash	156,343.63	237,073.73	80,730.10

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	560.93	1,404.54	843.61
Cash-Payroll	868.23	2,582.61	1,714.38
Cash Operating 3	47,103.18	231,802.58	184,699.40
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,500.00	1,200.00	-300.00
Cash Restricted - FSS Escrow	84.00	84.00	0.00
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
Total Cash	50,116.34	237,073.73	186,957.39

Lakeland Housing Authority

YouthBuild-DOL 2018 (49)

Statement of Operations

For the Current and Nine Months Ended September 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	17,426	37,238	(19,812)	-53.20%	1	277,646	335,143	(57,497)	-17.16%	446,857
Other Income	0	-	0			13	-	13		-
Total Revenue	17,426	37,238	(19,812)	-53.20%		277,659	335,143	(57,483)	-17.15%	446,857
Administrative Expenses	32,597	22,825	9,772	42.81%	3	257,258	205,425	51,833	25.23%	273,900
Tenant Services Expenses (Trainees)	7,275	13,684	(6,409)	-46.83%	2	54,769	123,156	(68,387)	-55.53%	164,208
Utility Expense	-	250	(250)	-100.00%	2	-	2,250	(2,250)	-100.00%	3,000
Maintenance and Development Expenses	-	88	(88)	-100.00%	2	80	795	(715)	-89.90%	1,060
General Expenses	648	391	257	65.79%	3	5,744	3,517	2,227	63.32%	4,689
Operating expense before Depreciation	40,520	37,238	3,282	8.81%		317,850	335,143	(17,292)	-5.16%	446,857
Transfer Out	-	-	-			-	-	-		-
Net Operating Income (Loss)	(23,094)	0	(23,094)			(40,191)	0	(40,191)		0
Depreciation	-	-	-			-	-	-		-
Total Expenses	40,520	37,238	3,282	8.81%		317,850	335,143	(17,292)	-5.16%	446,857
Net Income (Loss)	(23,094)	0	(23,094)			(40,191)	0	(40,191)		0

Comments

- 1 Variance is due to timing of receipt of subsidy from DOL.**
- 2 Variance reflects expenses that are less than the budget.**
- 3 Variance in Administrative Expenses is due to purchase of computers. Variance in General Expenses is due to increased insurance costs.**

Lakeland Housing Authority
YouthBuild-DOL 2018 (49)
Balance Sheet
as of September 25, 2020

ASSETS

LIABILITIES & EQUITY

CASH		
Cash Operating 1	1,528.14	CURRENT LIABILITIES
Cash-Payroll	-17,133.40	A/P Vendors and Contractors
Petty Cash	1,000.00	Due to Central Office Cost Center
Total Unrestricted Cash	-14,605.26	TOTAL CURRENT LIABILITIES
		16,158.15
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-14,605.26	
TOTAL CURRENT ASSETS	-14,605.26	TOTAL LIABILITIES
		16,158.15
NONCURRENT ASSETS		EQUITY
FIXED ASSETS		RETAINED EARNINGS
Automobiles	21,299.00	Retained Earnings-Unrestricted Net Assets
Accum Depreciation- Misc FF&E	-21,299.00	Retained Earnings - Restricted Net Assets
		TOTAL RETAINED EARNINGS:
TOTAL FIXED ASSETS (NET)	0.00	-30,763.41
TOTAL NONCURRENT ASSETS	-14,605.26	TOTAL EQUITY
		-30,763.41
TOTAL ASSETS	-14,605.26	TOTAL LIABILITIES AND EQUITY
		-14,605.26

**Lakeland Housing Authority
YouthBuild-DOL 2018 (49)
Changes in Cash**

For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	462.48	1,528.14	1,065.66
Cash-Payroll	-17,191.67	-17,133.40	58.27
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-16,729.19	-15,605.26	1,123.93

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	652.00	1,528.14	876.14
Cash-Payroll	-23,427.61	-17,133.40	6,294.21
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-22,775.61	-15,605.26	7,170.35

**Lakeland Housing Authority
Williamstown, LLLP
Statement of Operations
For the Current and Nine Months Ended September 25, 2020**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,183	12,038	145	1.20%	1	110,969	108,342	2,627	2.42%	144,456
Other Tenant Income	10	230	(220)	-95.65%		(1,385)	2,070	(3,455)	-166.91%	2,760
Government Subsidy	16,122	10,500	5,622	53.54%	2	86,822	94,500	(7,678)	-8.13%	126,000
Other Income	1	-	1			45	-	45		-
Total Revenue	28,315	22,768	5,547	24.36%		196,450	204,912	(8,506)	-4.15%	273,216
Administrative Expense	21,199	10,126	11,072	109.34%	3	140,359	91,138	49,222	54.01%	121,517
Tenant Services	-	-	-			-	-	-		-
Utility Expense	1,613	2,145	(532)	-24.81%	4	17,573	19,304	(1,732)	-8.97%	25,739
Maintenance Expense	5,572	5,220	352	6.74%	3	56,664	46,980	9,684	20.61%	62,640
General Expense	1,744	1,550	194	12.51%	3	15,794	13,950	1,844	13.22%	18,600
Operating Expense before Depreciation	30,128	19,041	11,086	58.22%		230,390	171,372	59,019	34.44%	228,496
Net Operating Income (Loss)	(1,812)	3,727	(5,540)	-148.65%		(33,940)	33,540	(67,525)	-201.33%	44,720
Depreciation & Amortization Expense	7,965	7,957	8	0.11%		71,688	71,612	76	0.11%	95,482
Capital Replacement Items	-	5,540	(5,540)	-100.00%		-	49,860	(49,860)	-100.00%	66,480
Transfer in/Out	-	(5,540)	5,540	-100.00%		-	(49,860.00)	49,860	-100.00%	(66,480)
Total Expense	38,093	26,998	11,095	41.09%		302,078	242,984	59,095	24.32%	323,978
Net Operating Income (Loss)	(9,777)	(4,230)	(5,547)	131.14%		(105,628)	(38,072)	(67,556)	177.44%	(50,762)

Comments

- 1 Consists of 48 public housing units for seniors age 62 and older with a preference for veterans. Rent collections are higher than the budget due to the income of seniors living at the property.
- 2 Variance is due to a decrease in the amount of operating subsidy being received from the Department of Housing and Urban Development (HUD).
- 3 Administrative expenses variance is due to increased payroll and audit costs. Maintenance Expenses increased because of payroll costs and expenses related to REAC inspection; which was canceled due to the COVID-19 pandemic. Variance in General Expenses is due to increased insurance costs.
- 4 Variance reflects expenses being less than budgeted.

Lakeland Housing Authority

Williamstown, LLLP

Balance Sheet

as of September 25, 2020

ASSETS

CASH

Unrestricted Cash

Cash Operating 1 763.82

Cash-Payroll -1,500.16

Total Unrestricted Cash -736.34

Restricted Cash

Cash Restricted-Security Deposits 16,500.00

Cash Restricted-Reserve for Replacement 21,998.55

Total Restricted Cash 38,498.55

TOTAL CASH 37,762.21

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors 2,247.25

Allowance for Doubtful Accounts-Tenants/Vendors 167.32

AR-TPA/Fraud Recovery 717.43

TOTAL: AR 3,132.00

Wtown CARES ACT Subsidy 6,401.17

TOTAL ACCOUNTS AND NOTES RECEIVABLE 9,533.17

OTHER CURRENT ASSETS

Prepaid Insurance 5,284.64

TOTAL OTHER CURRENT ASSETS 5,284.64

TOTAL CURRENT ASSETS 52,580.02

NONCURRENT ASSETS

FIXED ASSETS

Land 296,687.00

Buildings 3,751,341.13

Furniture & Fixtures 8,494.29

Accum Depreciation-Buildings -165,814.53

Accum Depreciation- Misc FF&E -1,355.49

TOTAL FIXED ASSETS (NET) 3,889,352.40

TOTAL NONCURRENT ASSETS 3,889,352.40

TOTAL ASSETS 3,941,932.42

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors 1,373.30

Tenant Security Deposits 14,400.00

Security Deposit-Pet 2,100.00

Accrued audit fees - LHA 1,199.38

Due to Federal Master 11,000.00

Tenant Prepaid Rents 949.68

Accrued Compensated Absences-Current 1,368.58

TOTAL CURRENT LIABILITIES 32,390.94

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT 2,541.64

TOTAL NONCURRENT LIABILITIES 2,541.64

TOTAL LIABILITIES 34,932.58

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets 3,906,999.84

TOTAL RETAINED EARNINGS: 3,906,999.84

TOTAL EQUITY 3,906,999.84

TOTAL LIABILITIES AND EQUITY 3,941,932.42

**Lakeland Housing Authority
Williamstown, LLLP
Changes in Cash**

For the Current and Nine Months Ended September 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	4,585.49	763.82	-3,821.67
Cash-Payroll	-3,644.76	-1,500.16	2,144.60
Cash Restricted-Security Deposits	16,500.00	16,500.00	0.00
Cash Restricted-Reserve for Replacement	20,997.93	21,998.55	1,000.62
Total Cash	38,438.66	37,762.21	-676.45
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	21,751.68	763.82	-20,987.86
Cash-Payroll	1,239.02	-1,500.16	-2,739.18
Cash Restricted-Security Deposits	16,116.00	16,500.00	384.00
Cash Restricted-Reserve for Replacement	12,997.92	21,998.55	9,000.63
Total Cash	52,104.62	37,762.21	-14,342.41

West Lake I DBA Twin Lake
Balance Sheet
August 31, 2020

Assets

Current Assets

Cash

100250 - Rent Depository Account	345,431.12
100300 - Petty Cash	1,000.00
Total Cash	346,431.12

Accounts Receivable

102200 - A/R-Residents	5,437.08
102400 - Accounts Receivable Others	14.79
Total Accounts Receivable	5,451.87

Deposits & Escrows

101260 - Cash - Restricted Reserve	26,145.88
101300 - Debt Service Reserves	5,077.14
101310 - Bond Fund - Interest Fund	1,686.52
101320 - Bond Fund - Principal	594.56
101334 - Bond Fund - Escrow Account	20,356.30
101335 - Bond Fund - Replacement Reserve	15,001.52
101365 - Operating Deficit Escrow	355,181.08
101400 - Security Deposit Account	30,279.05
Total Deposits & Escrows	454,322.05

Total Current Assets 806,205.04

Fixed Assets

140050 - Land	200,000.00
140055 - Land Improvements	1,504,670.00
140100 - Buildings	12,354,187.00
140200 - Furniture & Fixtures	765,789.00
140400 - Development Cost - Property	15,783,249.99
140451 - Contra - Insurance	(25,811.79)
140454 - Contra Acc - Interest Expen	(177,915.83)
140456 - Contra - Job Cost	(15,401,216.58)
140462 - Contra - Ground Lease	(200,000.00)
180049 - Loan Fees	190,223.00
180050 - Loan Costs	356,614.22
180059 - Tax Credit Fees	87,874.00
180062 - Deferred Financing Fees - SAIL	132,392.00
180063 - Deferred Financing Fees - ELI	84,000.00

Depreciation & Amortization

140500 - Accum Depreciation-Buildings	(353,014.00)
180552 - Amortization - Deferred Financing Fees SAIL	(2,770.00)
180553 - Amortization - Deferred Financing Fees ELI	(1,758.00)
180558 - Amortization - Construction Loan Fees	(174,372.00)
180620 - Amortization Tax Credit Fees	(3,678.00)
Total Depreciation & Amortization	(535,592.00)

Total Fixed Assets 15,118,463.01

Other Assets

180040 - Prepaid Insurance	37,069.53
180042 - Prepaid Expense	2,870.38
Total Other Assets	39,939.91

West Lake I DBA Twin Lake

Balance Sheet

August 31, 2020

Total Assets

15,964,607.96

West Lake I DBA Twin Lake

Balance Sheet

August 31, 2020

Liabilities & Equity

Liabilities

Current Liabilities

200100 - Accounts Payable	9,011.38
200150 - Security Deposits-Current	30,279.05
200200 - Security Deposits-Move Out	(177.59)
Total Current Liabilities	<u>39,112.84</u>

Other Current Liabilities

210100 - Accrued Operating Exp.	21,919.88
210110 - Accrued Payroll	13,524.93
210330 - Accrued Trustee and Issuer Fees	10,598.53
210410 - Accrued Asset Mgmt Fees	(639.44)
210440 - Accrued Audit Expense	6,833.36
210442 - Accrued Compliance Fee	76.25
210445 - Accrued Service Fee	2,862.00
210460 - Accrued Interest - SAIL	68,587.00
220100 - Prepaid Rent	2,174.71
220120 - Unearned Revenue - Housing Assistance	1,086.00
220450 - Due To Affiliates	(3,538.33)
Total Other Current Liabilities	<u>123,484.89</u>

Long Term Liabilities

250105 - Principal-Mtg Payable 1st	4,000,000.00
250128 - Mortgage Payable - SAIL	5,000,000.00
250129 - Mortgage Payable - ELI LOAN	1,294,000.00
Total Long Term Liabilities	<u>10,294,000.00</u>

Other Liabilities

250600 - Due to Developer - Accrued Developer Fee	280.11
Total Other Liabilities	<u>280.11</u>

Total Liabilities 10,456,877.84

Equity

300160 - Capital Contributions	6,053,521.00
Retained Earnings	(781,865.03)
Current Net Income	236,074.15

Total Equity 5,507,730.12

Total Liabilities & Equity 15,964,607.96

West Lake I DBA Twin Lake
Income Statement Budget Comparison
August 31, 2020

	Month Ending 08/31/2020			Year to Date 08/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
Rental Income						
510050 - Gross Mkt Rent Potential	11,925.97	69,700.00	(57,774.03)	129,888.13	557,600.00	(427,711.87)
510100 - Gain/Loss To Lease	3,339.42	0.00	3,339.42	(3,958.10)	0.00	(3,958.10)
510360 - Government Subsidy Income	57,470.03	0.00	57,470.03	425,160.87	0.00	425,160.87
Total Rental Income	72,735.42	69,700.00	3,035.42	551,090.90	557,600.00	(6,509.10)
Vacancy, Losses & Concessions						
510200 - Vacancy	(746.71)	(1,394.00)	647.29	(6,261.74)	(11,152.00)	4,890.26
510410 - Recurring Concessions	(200.00)	0.00	(200.00)	(600.00)	0.00	(600.00)
510950 - Write Off Rent	0.00	0.00	0.00	(210.72)	0.00	(210.72)
Total Vacancy, Losses & Concessions	(946.71)	(1,394.00)	447.29	(7,072.46)	(11,152.00)	4,079.54
Net Rental Income	71,788.71	68,306.00	3,482.71	544,018.44	546,448.00	(2,429.56)
Financial Income						
520900 - Interest Income	7.04	0.00	7.04	1,901.80	0.00	1,901.80
Total Financial Income	7.04	0.00	7.04	1,901.80	0.00	1,901.80
Other Income						
513040 - HSI Housing Subsidy Income	0.00	3,800.00	(3,800.00)	0.00	30,400.00	(30,400.00)
513300 - Pet Premium	0.00	300.00	(300.00)	0.00	900.00	(900.00)
520050 - Application Fees	41.90	42.00	(0.10)	230.45	336.00	(105.55)
520100 - NSF Fees	0.00	150.00	(150.00)	50.00	1,200.00	(1,150.00)
520150 - Late Fees	(75.00)	150.00	(225.00)	925.00	1,200.00	(275.00)
520250 - Initial Pet Fees	0.00	300.00	(300.00)	0.00	1,200.00	(1,200.00)
520600 - Termination Fees	0.00	0.00	0.00	821.00	0.00	821.00
520650 - Write Off Other Income	0.00	0.00	0.00	(85.59)	0.00	(85.59)
520830 - Legal Fees To Residents	0.00	350.00	(350.00)	0.00	1,750.00	(1,750.00)
520850 - Damages/Cleaning	0.00	150.00	(150.00)	0.00	1,200.00	(1,200.00)
520950 - Cable Service Income	0.00	0.00	0.00	956.41	0.00	956.41
521270 - Keys/Locks Fees	0.00	40.00	(40.00)	15.00	320.00	(305.00)
540050 - Washer/Dryer Rental	4,126.94	4,275.00	(148.06)	33,640.16	34,650.00	(1,009.84)
Total Other Income	4,093.84	9,557.00	(5,463.16)	36,552.43	73,156.00	(36,603.57)
Total Income	75,889.59	77,863.00	(1,973.41)	582,472.67	619,604.00	(37,131.33)

West Lake I DBA Twin Lake
Income Statement Budget Comparison
 August 31, 2020

	Month Ending 08/31/2020			Year to Date 08/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
Expenses						
Payroll & Related						
711200 - Manager Salary	14,917.17	6,075.00	(8,842.17)	52,233.09	48,600.00	(3,633.09)
713200 - Maintenance Manager	(7,796.12)	4,297.00	12,093.12	22,282.88	34,376.00	12,093.12
714150 - Bonus - Maintenance	1,069.41	0.00	(1,069.41)	1,069.41	0.00	(1,069.41)
714200 - Payroll Taxes - Administrative	4,242.23	0.00	(4,242.23)	4,242.23	0.00	(4,242.23)
714300 - Payroll Taxes - Maintenance	1,751.69	0.00	(1,751.69)	1,751.69	0.00	(1,751.69)
714350 - Ins. Benefits - Administrative	6,922.42	650.00	(6,272.42)	11,472.42	5,200.00	(6,272.42)
714450 - Ins. Benefits - Maintenance	683.38	650.00	(33.38)	5,233.38	5,200.00	(33.38)
714500 - 401k Contr - Administrative	1,572.94	0.00	(1,572.94)	1,572.94	0.00	(1,572.94)
714600 - 401k Contr - Maintenance	440.41	0.00	(440.41)	440.41	0.00	(440.41)
714720 - Workers Comp - Administrative	1,613.18	0.00	(1,613.18)	1,613.18	0.00	(1,613.18)
714750 - Workers Comp - Maintenance	699.61	0.00	(699.61)	699.61	0.00	(699.61)
714800 - Uniform	93.29	0.00	(93.29)	424.30	0.00	(424.30)
714900 - Payroll Processing Fee	749.97	0.00	(749.97)	749.97	0.00	(749.97)
Total Payroll & Related	26,959.58	11,672.00	(15,287.58)	103,785.51	93,376.00	(10,409.51)
Administrative Expenses						
745040 - Telephone	242.98	700.00	457.02	2,045.88	5,600.00	3,554.12
745050 - Cell Phone	0.00	30.00	30.00	0.00	240.00	240.00
745200 - Training & Education	295.97	225.00	(70.97)	1,870.97	1,800.00	(70.97)
745240 - Employee Travel/Mileage	25.00	40.00	15.00	473.27	320.00	(153.27)
745260 - Meals & Entertainment - Admin	0.00	25.00	25.00	58.21	200.00	141.79
745280 - Employee Recognition	0.00	700.00	700.00	1,201.81	1,900.00	698.19
745320 - Office Supplies	213.95	200.00	(13.95)	1,528.43	1,600.00	71.57
745360 - Postal/Express Mail	147.89	76.00	(71.89)	1,122.54	608.00	(514.54)
745400 - Dues And Subscriptions	0.00	50.00	50.00	0.00	400.00	400.00
745440 - Office Equipment & Furniture	865.69	75.00	(790.69)	1,801.87	600.00	(1,201.87)
745490 - Compliance Administration Fee	630.00	630.00	0.00	5,549.35	5,040.00	(509.35)
745510 - Utility Allowance Study	0.00	0.00	0.00	600.00	600.00	0.00
745520 - Credit Verification Fees	142.00	142.00	0.00	1,136.00	1,136.00	0.00
745560 - Eviction Legal Fees	0.00	400.00	400.00	0.00	3,200.00	3,200.00
745600 - Licenses Fees/Permits	0.00	0.00	0.00	861.25	750.00	(111.25)
745640 - Banking Fees/Charges	14.12	50.00	35.88	24.12	400.00	375.88
745680 - Computer Services & Fees	1,092.17	1,056.00	(36.17)	8,484.17	8,448.00	(36.17)
745690 - Covid-19	273.87	0.00	(273.87)	972.08	0.00	(972.08)
745720 - Apt Association Dues	0.00	0.00	0.00	800.02	336.00	(464.02)
775262 - Compliance Files Review	0.00	0.00	0.00	0.00	320.00	320.00
775268 - PHA Servicer Administration Fees	2,000.00	0.00	(2,000.00)	16,000.00	0.00	(16,000.00)
Total Administrative Expenses	5,943.64	4,399.00	(1,544.64)	44,529.97	33,498.00	(11,031.97)
Marketing Expenses						
740160 - Adv-Website/Portals	513.00	636.00	123.00	3,078.00	5,088.00	2,010.00
740300 - Banners/Flags	0.00	0.00	0.00	88.60	150.00	61.40

West Lake I DBA Twin Lake Income Statement Budget Comparison August 31, 2020

	Month Ending 08/31/2020			Year to Date 08/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
740550 - Prospect Refreshments	0.00	150.00	150.00	93.29	1,200.00	1,106.71
740600 - Resident Functions/Parties	0.00	150.00	150.00	253.15	1,200.00	946.85
740625 - Resident Gifts	0.00	50.00	50.00	0.00	400.00	400.00
740725 - Marketing Dues & Subscriptions	0.00	40.00	40.00	0.00	320.00	320.00
740800 - Social Activity Center	57.46	0.00	(57.46)	469.12	0.00	(469.12)
740955 - Public Relations	80.00	0.00	(80.00)	672.94	0.00	(672.94)
Total Marketing Expenses	650.46	1,026.00	375.54	4,655.10	8,358.00	3,702.90
Utilities						
720050 - Electricity-Vacant	0.00	25.00	25.00	170.40	200.00	29.60
720100 - Electricity-Common Area	1,216.75	1,800.00	583.25	8,705.54	14,400.00	5,694.46
720250 - Water	1,052.06	965.00	(87.06)	6,809.86	7,720.00	910.14
720300 - Sewer	2,890.35	1,800.00	(1,090.35)	20,703.72	14,400.00	(6,303.72)
720350 - Trash Removal	0.00	1,000.00	1,000.00	5,000.00	8,000.00	3,000.00
720400 - Reimbursed Water and Sewer	(3,266.92)	(1,800.00)	1,466.92	(25,110.65)	(14,400.00)	10,710.65
720450 - Write Off Reimbursed Water and Sewer	0.00	0.00	0.00	95.83	0.00	(95.83)
720610 - Utility Billing Cost	230.00	0.00	(230.00)	1,610.00	0.00	(1,610.00)
Total Utilities	2,122.24	3,790.00	1,667.76	17,984.70	30,320.00	12,335.30
Operating & Maintenance Expenses						
730050 - Landscape Contract	1,000.00	1,000.00	0.00	8,000.00	8,000.00	0.00
730100 - Seasonal Color	0.00	0.00	0.00	0.00	500.00	500.00
730110 - Mulch/Pine Straw	0.00	0.00	0.00	0.00	5,000.00	5,000.00
730400 - Alarms & Monitoring-Common Area	69.55	185.00	115.45	556.40	1,480.00	923.60
730420 - Fire Safety Contract	0.00	0.00	0.00	0.00	1,000.00	1,000.00
730450 - Pest Control Contract	275.00	482.00	207.00	411.00	3,856.00	3,445.00
730600 - Elevator Contract	430.00	500.00	70.00	3,489.08	4,000.00	510.92
735040 - Electrical Repairs & Supplies	683.65	0.00	(683.65)	890.85	0.00	(890.85)
735080 - Plumbing Repairs & Supplies	592.76	25.00	(567.76)	614.72	200.00	(414.72)
735100 - Elevator Repair and Supplies	1,111.00	0.00	(1,111.00)	1,111.00	0.00	(1,111.00)
735120 - HVAC Repairs & Maint	96.48	150.00	53.52	937.79	1,200.00	262.21
735165 - Appliance Repairs & Supplies	68.98	25.00	(43.98)	166.41	200.00	33.59
735170 - Drapes & Blinds Repairs/Supplies	0.00	75.00	75.00	0.00	600.00	600.00
735240 - Exterior Repairs & Maint	0.00	25.00	25.00	114.09	200.00	85.91
735380 - Lighting	341.07	0.00	(341.07)	341.07	0.00	(341.07)
735440 - Lawn Sprinkler/Irrigation	0.00	0.00	0.00	0.00	500.00	500.00
735530 - Door Repairs	0.00	85.00	85.00	158.01	680.00	521.99
735560 - General Supplies	23.09	75.00	51.91	481.16	600.00	118.84
735565 - Pest Control Supplies	0.00	25.00	25.00	0.00	200.00	200.00
735580 - Tools/Equipment	143.78	25.00	(118.78)	559.77	200.00	(359.77)
735640 - Cleaning & Supplies	15.40	150.00	134.60	2,797.49	1,200.00	(1,597.49)
735800 - Painting Supplies	78.44	100.00	21.56	173.47	800.00	626.53
735805 - Painting Service	0.00	0.00	0.00	154.10	0.00	(154.10)
735810 - Locks & Keys	0.00	10.00	10.00	193.12	80.00	(113.12)
735880 - Building Annual Inspection and Test-	0.00	0.00	0.00	438.70	4,700.00	4,261.30

West Lake I DBA Twin Lake
Income Statement Budget Comparison
August 31, 2020

	Month Ending 08/31/2020			Year to Date 08/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
ing						
755190 - Termite Bond	0.00	210.00	210.00	0.00	1,680.00	1,680.00
Total Operating & Maintenance Expenses	4,929.20	3,147.00	(1,782.20)	21,588.23	36,876.00	15,287.77
Management Fees						
750050 - Management Fee	2,385.63	4,672.00	2,286.37	18,741.12	37,176.00	18,434.88
750051 - 50% Management Fee	2,385.63	0.00	(2,385.63)	19,971.89	0.00	(19,971.89)
Total Management Fees	4,771.26	4,672.00	(99.26)	38,713.01	37,176.00	(1,537.01)
Taxes & Insurance						
755050 - Property Insurance	5,371.35	2,969.00	(2,402.35)	36,346.56	21,817.00	(14,529.56)
Total Taxes & Insurance	5,371.35	2,969.00	(2,402.35)	36,346.56	21,817.00	(14,529.56)
Total Operating Expenses	50,747.73	31,675.00	(19,072.73)	267,603.08	261,421.00	(6,182.08)
Net Operating Income (Loss)	25,141.86	46,188.00	(21,046.14)	314,869.59	358,183.00	(43,313.41)
Non-Operating Expenses						
Debt Services						
775034 - Interest - SAIL Loan	4,163.00	4,167.00	4.00	33,304.00	33,332.00	28.00
775050 - 1st Mortgage Note Interest	13,833.35	16,555.00	2,721.65	156,851.18	132,822.00	(24,029.18)
775155 - Loan Servicing Fee	0.00	627.00	627.00	6,979.00	5,016.00	(1,963.00)
775156 - Loan Servicing Fee - W&D	4,166.65	0.00	(4,166.65)	4,166.65	0.00	(4,166.65)
781190 - Trustee Ordinary Fees	416.65	354.00	(62.65)	3,333.22	2,832.00	(501.22)
781210 - Issuer Administration Fee	925.96	1,500.00	574.04	12,545.96	12,000.00	(545.96)
Total Debt Services	23,505.61	23,203.00	(302.61)	217,180.01	186,002.00	(31,178.01)
Capital Expenditures						
920330 - Microwaves	0.00	0.00	0.00	212.93	0.00	(212.93)
920370 - Refrigerators	0.00	0.00	0.00	797.06	0.00	(797.06)
920460 - Furniture	0.00	0.00	0.00	1,326.79	0.00	(1,326.79)
920640 - Fence Repair/Replacement	0.00	0.00	0.00	0.00	5,000.00	5,000.00
Total Capital Expenditures	0.00	0.00	0.00	2,336.78	5,000.00	2,663.22
Other Non-Operating Expenses						
780070 - Hurricane Damage Expense	0.00	1,000.00	1,000.00	0.00	3,000.00	3,000.00
781050 - Auditing	416.67	0.00	(416.67)	3,333.36	5,000.00	1,666.64
781230 - Asset Management Fee	159.86	417.00	257.14	2,821.72	3,336.00	514.28
781260 - Development Costs (Not Capitalized)	68.14	0.00	(68.14)	12,061.64	0.00	(12,061.64)
781370 - Income - Sales Tax Rebate	(158,938.07)	0.00	158,938.07	(158,938.07)	0.00	158,938.07
Total Other Non-Operating Expenses	(158,293.40)	1,417.00	159,710.40	(140,721.35)	11,336.00	152,057.35
Total Non-Operating Expenses	(134,787.79)	24,620.00	159,407.79	78,795.44	202,338.00	123,542.56

West Lake I DBA Twin Lake
Income Statement Budget Comparison
 August 31, 2020

	Month Ending 08/31/2020			Year to Date 08/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
Net Income (Loss)	159,929.65	21,568.00	138,361.65	236,074.15	155,845.00	80,229.15

LAKELAND HOUSING AUTHORITY
Grant Report
Updated as of October 14, 2020

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
Capital Fund Program	(HUD)								
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	345,575.00	345,575.00	0.00
CFP - 2016		04-13-16	04-12-18	04-12-20	358,393.00	322,553.70	358,393.00	358,393.00	0.00
CFP - 2017		08-16-17	08-15-20	08-15-22	608,069.00	547,262.10	583,721.87	583,258.85	24,810.15
CFP - 2018		05-29-18	05-28-21	05-28-23	934,727.00	841,254.30	605,162.22	605,162.22	329,564.78
CFP - 2019		04-16-19	04-15-22	04-15-24	971,182.00	874,063.80	0.00	0.00	971,182.00
CFP - 2020		03-26-20	03-25-23	03-25-25	1,107,656.00	996,890.40	0.00	0.00	1,107,656.00
				CFP Total:	5,808,538.00	5,227,684.20	3,375,788.09	3,375,325.07	2,433,212.93
Replacement Housing Factor	(HUD)								
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	441,385.00	0.00
RHF - 2011		08-03-11	10-29-16	10-29-18	380,321.00	342,288.90	380,321.00	380,321.00	0.00
RHF - 2012(b)		03-12-12	10-29-16	10-29-18	70,661.00	63,594.90	70,661.00	70,661.00	0.00
RHF - 2013(a)		09-09-13	10-29-18	04-12-19	208,904.00	188,013.60	208,904.00	208,904.00	0.00
RHF - 2013(b)		09-09-13	10-29-16	10-29-18	62,529.00	56,276.10	62,529.00	62,529.00	0.00
RHF - 2014		05-13-14	10-29-18	04-12-19	185,710.00	167,139.00	185,710.00	185,710.00	0.00
RHF - 2015		04-13-15	10-29-18	04-12-19	187,612.00	168,850.80	187,612.00	187,612.00	0.00
RHF - 2016		04-13-16	10-29-18	04-12-20	193,574.00	174,216.60	193,574.00	193,574.00	0.00
				RHF Total:	2,162,608.00	1,946,347.20	2,162,608.00	2,162,608.00	0.00
HOPE VI	(HUD)	04-05-00		12-31-17	21,842,801.00	19,658,520.90	21,842,801.00	21,842,801.00	0.00
Safety & Security Grant	(HUD)	03-20-13	03-19-14	03-19-15	250,000.00	225,000.00	250,000.00	250,000.00	0.00
				Safety & Security Total:	250,000.00	225,000.00	250,000.00	250,000.00	0.00
Resident Opportunities and Self Sufficiency	(HUD)								
ROSS-Family Self Sufficiency 2020		01-01-20	12-31-20	12-31-20	72,000.00	64,800.00	30,330.85	30,330.85	41,669.15
				ROSS Total:	72,000.00	64,800.00	30,330.85	30,330.85	41,669.15
YouthBuild 2018 Grant	(DOL)	01-01-19		04-30-2022	1,075,472.00	967,924.80	593,886.08	593,886.08	481,585.92
				YouthBuild Total:	1,075,472.00	967,924.80	593,886.08	593,886.08	481,585.92
CARES Act									
AMP 1 (WestLake/Cecil Gober Villas/John Wright Homes)		05-01-20	12-31-20	12-31-20	104,415.00	93,973.50	66,294.45	66,294.45	38,120.55
AMP 2 (Dakota Park dba Carrington Place)		05-01-20	12-31-20	12-31-20	14,635.00	13,171.50	5,936.22	5,936.22	8,698.78
AMP 3 (Renaissance at Washington Park)		05-01-20	12-31-20	12-31-20	64,418.00	57,976.20	40,906.13	40,906.13	23,511.87
AMP 4 (Hampton Hills)		05-01-20	12-31-20	12-31-20	2,391.00	2,151.90	2,391.00	2,391.00	0.00
AMP 5 (Williamstown)		05-01-20	12-31-20	12-31-20	17,105.00	15,394.50	8,413.69	8,413.69	8,691.31
AMP 6 (Twin Lakes Estates)		05-01-20	12-31-20	12-31-20	7,677.00	6,909.30	7,677.00	7,677.00	0.00
				CARES Act Total:	210,641.00	189,576.90	131,618.49	131,618.49	79,022.51

October 2020 Board Report



- **Program Manager's Report**



The YouthBuild-Lakeland program participants/Trainees has responded well to the triple pandemic they are facing of COVID-19, economic instability, and racial injustice. However, this triple pandemic has caused youth disconnection, which may have an impact on recruitment for our next cycle. Staff remains vigilante as significant amount of time continues to be spent sanitizing equipment and temperature checks and monitoring the social distancing and wearing of mask of trainees and anyone entering our facility.

- YouthBuild-Lakeland Cycle 18 will receive approximately 21 PACT Certifications (HBI PACT is recognized by the National Association of Home Builders (NAHB) and the Department of Labor (DOL) prior to graduation.
- YouthBuild-Lakeland Cycle 18 participants will receive an additional 150 certificates in 15 different subjects prior to graduation.
- September 28, 2020 - conducted monthly call to our program Coach, Ms. Connie Ferris Bailey
- September 30, 2020, Staff , Earl Haynes and Derrick Bugg, toured the Phase II construction site in preparation of construction site training for cycle 19.
- During the Month, we renewed our membership agreement/dues with YouthBuild USA Affiliated Network.
- We also renewed our contract with Home Builders Institute (HBI) for our students to be able to obtain their Pre-Apprenticeship Certified Training during the upcoming cycle.
- Staff is in the process of planning graduation Ceremony for Cycle 18. A larger facility will be needed to appropriately address social distancing due to the pandemic of COVID-19.

- **Construction**

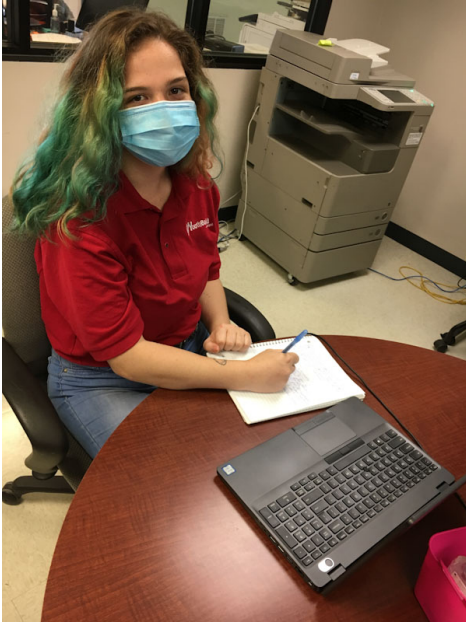


During the month of September, the Construction Training Supervisor continued to build strong relationships with participants of Cycle 18 and encouraging them to accept one another as equals and work safely together. We began our second project by building a game called 'corn-hole'. The participants were able to draw it out and make accurate cuts using the tools properly (skill saw, 6" hole saw and nail gun). We visited the

Twin Lakes Estates construction site several times throughout the month to further emphasize the importance of doing a project correctly the first time and that mistakes are very costly. The participants are continuing to learn to value their work and take pride in doing a good job; working together as a team makes it all happen!

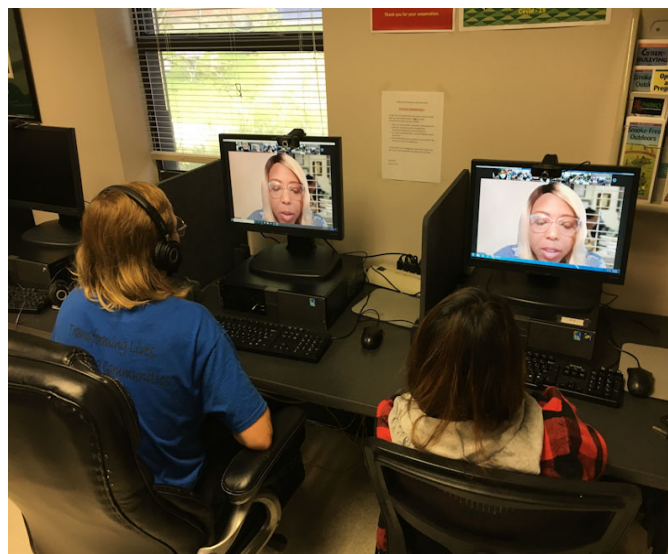


- **Academics**



During the month of September, YBL was able to utilize flexibility towards participant schedules as we continue to adjust to the devastation of COVID-19. The pandemic's impact has forced day to day educational changes; however, the resilience of our participants saw several participants successfully complete their Penn Foster Diploma/GED programs. YBL continues to place participant safety as priority one, ensuring a healthy learning environment. Participant schedules have been adjusted in September to allow attendance/completion of

the CNA program, while also providing additional time needed to complete all necessary educational assignments. Peer-to-Peer Implementation workshops also took place during the month of September. Overall, academically, participants continue to close the gap of program completion, which tends to generate urgency, excitement, both



personally, and within their peers. YBL participants continue to strive for excellence, show they are willing to implement new ideas, while learning new instructor led directives, which leads to a program driven to offer a consistent Academic program of excellence.

- **Job Placement/Readiness**

During the month of September, the Job Readiness Specialist continued to follow-up with Cycle 17 and other graduates, as they progress in exploring and/or developing their individual career pathways. Always available to YouthBuild-Lakeland graduates are referrals and information with reference to employment opportunities, post-secondary education, employment retention, and supportive services. The Job Readiness Specialist continued to prepare Cycle 18 to enter the workforce.



On September 9th, seven (7) Trainees of Cycle 18 began receiving training in a four-week Nursing Assistant Training Course. *Pictured above standing left to right:* Shedrick Bailey, Jr., Jackie Ayler, Lily Aguilero, and LaQuentis Hilton. *Seated left to right:* Melaine Brooks, Janea Holmes, and Jah'Toria Poe. This course offers the education necessary for them to test and become State of Florida Certified Nursing Assistants. We are expecting greatness from each of them.

A goal of job readiness is to prepare participants to be responsible and productive citizens. The importance of voting cannot be emphasized enough, as it determines their daily lives and that of their families, community, city, county, state and country. On September 22nd, Sonya Miller, Bartow Branch Manager of the Polk County Supervisor of Elections Office (*pictured right*) conducted an educational workshop on The Voting Procedure and the Importance of Voting. She also offered opportunity for participants to register to vote.



SONYA MILLER
**Bartow Branch Manager – Polk
County Supervisor of Elections Office**



DERRICK BLUE
Chief Operating Executive
Tampa-Hillsborough Action Plan

On September 29, 2020, Derrick Blue, CEO of the Tampa-Hillsborough Action Plan (THAP Group) (*pictured left*) served as a motivational speaker at YBL's NEXT STEP: No More Excuses, a job readiness component. Blue who is a successful businessman who is a Pastor, Husband and Father shared a portion of his life testimony to encourage YBL participants that they must 'change their mindset in order to improve their lives'. That change of mindset is one of the ingredients that brought him out of a troubled young life into being a CEO of several business entities.

- **Case Management**

During the month of September, Cycle 17 completed their third follow-up interviews after graduating from YouthBuild Lakeland. Many of the trainees in the previous cycle have obtained employment and expressed an interest in furthering their education. Trainees have been given the opportunity to make appointments to renew FAFSA Applications for upcoming school year.

Several Cycle 18 trainees have received a CARES Act Application during the month of September to assist with any challenges caused by the pandemic. Trainees are beginning to prepare for the steps to furthering their education after YouthBuild. Tax documentation has been submitted for trainees to begin their FAFSA Applications for the upcoming school year. The following month, trainees will meet in groups to start college and FAFSA applications.

- **Recruitment**

The YouthBuild-Lakeland Team has begun recruitment of applicants for the upcoming Cycle 19. Staff has begun to access and review applications that have been submitted via the Lakeland Housing Authority's website.

Earl W. Haynes
Senior Program Manager

Willie C. Easmon
Academic Instructor

Cynthia E. Zorn-Shaw
Job Readiness Specialist

Y'Kaysha Watts
Case Manager

Derrick Bugg
Construction Training Supervisor

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 # (20-1487)

The Board of Commissioners is requested to approve the above-referenced resolution in order to satisfy a United States Department of Housing and Urban Development regulation.

2. Who is making request:

A. Entity: LHA

B. Project: Approval of the LHA 2021 Agency Plan including but not limited to the Capital Funds Plans and Budgets, Administrative Plan for the Housing Choice Voucher, the ACOP for the Public Housing Program, Limited English Proficiency Plan (LEP/LAP), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Procurement policy, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and signing the *PHA Certification of Compliance with the PHA Plans and Related Regulations*, forms 50075-ST (ST Performance Agency) and 50077's.

C. Originator: Carlos Pizarro

3. Cost Estimate:

Nominal cost of submittal to the Department of Housing and Urban Development

Narrative:

Annually, the Board of Commissioners of a Public Housing Agency is required to have its Chair (or other authorized official sign) the Department of Housing and Urban Development's *PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV Program, the ACOP for the Public Housing Program, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Voluntary Conversion,*

demolition and development activities, Procurement policy, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and Related Regulations, forms 50075-ST and 50077's, and have staff submit the form to the Department of Housing and Urban Development.

This resolution is to authorize the Chair of the Board of Commissioners of the Housing Authority of the City of Lakeland to sign forms 50075-ST and 50077's and to direct the Executive Director of the Housing Authority of the City of Lakeland to submit the signed form to the Department of Housing and Urban Development.

Attachment:

- *2021 Agency Plan, PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV Program, the ACOP for the Public Housing Program, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Voluntary Conversion, demolition and development activities, Procurement policy, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and Related Regulations, forms 50075-HP and 50077, etc.*

2021 Agency Plan

A PHA Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. There are two parts to the PHA Plan: The Annual Plan--which each PHA submits to the Department of Housing and Urban Development once a year based on the PHA fiscal year, which is submitted to the Department of Housing and Urban Development every year. It is through the Annual Plan that a PHA receives capital funding.

A PHA Plan also serves as the annual application for grants to support improvements to public housing buildings (Capital Fund Program) as well as safety in public housing.

Any local, regional, or State agency that receives funds to operate Federal public housing or Section 8 tenant-based assistance (vouchers) programs must submit a PHA Plan.

To ensure public participation in the process, LHA staff provided a copy of the plan to the LHA Board of Commissioners and the City Wide Resident Organization, which serves as the Resident Advisory Board of the Housing Authority of the City of Lakeland (RAB). Copies were also made available at various LHA sites as well as the City of Lakeland Community Redevelopment Agency.

LHA's senior staff scheduled a series of meetings with the RAB to involve the residents in the PHA Plan process.

One of the requirements of the Agency Plan is to schedule public meetings for community review and a *question and answer* period. The Public Forum and meetings for this year's Plan were held at the LHA Administration building.

The process to develop LHA's 2021 PHA plan spanned nearly three months and involved the collaboration of LHA staff, Public Housing residents, participants in the Housing Choice Voucher Program, stakeholders in the community, the City of Lakeland and, of course, LHA Board of Commissioners.

RESOLUTION NO. 20-1487

APPROVING THE 2021 AGENCY PLAN AND POLICIES

WHEREAS, Public Housing Agencies are under the regulations set forth in Public and Indian Housing Notice 99-51 and 2001-26 requiring the submittal of Public Housing Agency Plans and related certifications; and

WHEREAS, the United States Department of Housing and Urban Development requires that all Public Housing Agencies submit the *PHA Certification of Compliance with the PHA Plans and Related Regulations*, form 50075-ST; and

WHEREAS, the Housing Authority of the City of Lakeland made modifications to its *Agency Plan, PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV Program, the ACOP for the Public Housing Program, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule, ADA 504 policy, Mold Policy, Maintenance Policy, Preventative Maintenance policy, Voluntary Conversion, demolition and development activities, Procurement policy, Organizational Chart, Housing Choice Voucher (Section 8) Homeownership Plan and Related Regulations, forms 50075-HP and 50077, etc.* collectively referred to as the *Agency Plan and policies*; and

WHEREAS, the Housing Authority of the City of Lakeland circulated the 2021 *Agency Plan* to its public housing residents, its Housing Choice Voucher participants, the Resident Advisory Board of the Housing Authority of the City of Lakeland, and other interested parties; and

WHEREAS, the Housing Authority of the City of Lakeland conducted public meetings to obtain the public's input and comments on its one-year 2021 Agency Plan;

NOW THEREFORE, be it resolved by the Board of Commissioners of the Housing Authority of the City of Lakeland that the Board Chairman is authorized to sign the *PHA Certification of Compliance with the PHA Plans and Related Regulations*, forms 50075-ST and 50077 (attached hereto), which the Executive Director will afterwards submit to the Department of Housing and Urban Development.

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 the Resolution No. 20-1487, dated October 19, 2020.

Attested by:

Benjamin Stevenson, Secretary

Michael Pimentel, Chairman

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
--	---	--

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.
A.1	<p>PHA Name: <u>Housing Authority of the City of Lakeland</u> PHA Code: <u>FL011</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/2021 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>The Annual PHA Plan will be available at the following locations:</p> <p>Housing Authority of the City of Lakeland 430 Hartsell Avenue Lakeland, FL 33815</p> <p>All the properties and locations within the Housing Authority of the City of Lakeland portfolio.</p> <p>Housing Authority of the City of Lakeland's website: https://lakelandhousing.org/</p> <p>City of Lakeland Community Redevelopment Agency 228 South Massachusetts Avenue Lakeland, FL 33801</p> <p>City of Lakeland - Public Library Larry R. Johnson Branch Library 1700 North Florida Avenue Lakeland, FL 33805</p>

PHA Consortia: Check box if submitting a Joint PHA Plan and complete table below

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs.
- De-concentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Homeownership Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Substantial Deviation.
- Significant Amendment/Modification (AFFN)

(b) The PHA must submit its De-Concentration Policy for Field Office Review. N/A

(c) If the PHA answered yes for any element, describe the revisions for each element below:

1. Elements removed and/or modified and/or added
 - 1a. ACOP - PH**
 - a) Added: Preference for Youths coming out of foster care-70 Points, waiting list will remain opened for these families
 - b) VAWA Policy, Flat Rent Policy, Gay and Lesbian Right Policy---no changes needed

2a. ADMIN PLAN – HCV

Provision	Mandatory or Discretionary	Explanation	Included in the Admin Plan
Working Family Preference 50 points and adding the Veteran’s preference of 50 points Foster Youth Preference 70 points waiting list will remain opened for these families	Both	The working preference is a discretionary to the PHA but is regulated. Under the regulation the PHA is unable to base this preference based on the amount of earned income. The PHA had previously established a minimum of 30 hours, and this policy has now been removed to be in compliance with regulations. Veteran’s preference has been added effective 01/01/2019, DD214 or a VA Card is required in order to claim this preference. Foster Youths coming out of	Yes

			foster care at age 18 will receive 70 points in order to avoid homelessness.	
Public Housing Resident affected by Relocation Preference	Both		These families are protected under the Relocation Act and are not subject to the waiting list, therefore the preference has been removed.	No
Verification of Social Security Numbers	Mandatory		This provision modifies the regulation as it applies to program <i>applicants</i> (as differentiated from program <i>participants</i>).	Yes
Definition of extremely low-income families	Mandatory		These regulations have been revised to reflect the new statutory definition of an extremely low-income (ELI) family.	Yes
Exclusion of Mandatory education fees from income	Mandatory		This provision amends the definition of “income” to exclude from calculations of individual income any financial assistance received for mandatory fees and charges (in addition to tuition).	Yes
Streamlined annual reexamination for fixed sources of income	Discretionary		This provision offers LHA the discretion to streamline income determination for any family member with a fixed source of income.	Yes
Earned Income Disregard	Mandatory		The new regulatory provisions limit to 24 straight months the time period during which a family member is eligible to receive the benefit of the earned income disregard (EID), which streamline the administration of the EID by eliminating the requirement for PHAs to track family member changes in employment over a 4-year period.	Yes
Family declaration of assets under \$5000	Discretionary		Under this provision, LHA must obtain third-party verification of all family assets upon admitting a family to the HCV or public housing program and then again at least every 3 years thereafter.	Yes
Utility Reimbursement	Discretionary		This provision permits PHAs to make utility reimbursement payments quarterly, rather than monthly, if the total quarterly reimbursement payment due to a family is equal to or less than \$45 per quarter. The LHA currently does not have the software that can monitor this, therefore we have opted out of this discretionary waiver for now.	No
Biennial inspections and the use of alternative inspection methods	Discretionary		This provision offers LHAs the discretion to conduct unit inspections biennially rather than annually, for both the HCV and PBV programs.	Yes
Exception payment standards for providing reasonable accommodation	Discretionary		This provision authorizes a PHA to approve a payment standard of not more than 120 percent of the FMR without HUD approval if requested as a reasonable accommodation by a family that includes a person with a disability.	Yes
Family income and composition: regular and interim examinations	Discretionary		This provision eliminates the requirement that a voucher agency conduct a reexamination of income whenever a new family member is added. The provision does <i>not</i> eliminate the requirement to verify other aspects of program eligibility (e.g., SSNs, criminal history, etc.), nor does it eliminate the requirement to perform annual reexaminations of family income (for example, if that happens to be the point at which a new family member is added); it simply eliminates the requirement to perform an interim reexamination of income whenever a new family member is added.	No
Utility payments schedules	Mandatory		This provision requires PHAs to use the appropriate utility allowance for the lesser of the size of dwelling unit actually leased by the family or the voucher size issued, as determined under the PHA subsidy standards.	Yes
VAWA final rule-December 2015	Mandatory		The rule includes information on notification, emergency transfers, certification of abuse and material to protect against adverse treatment related to criminal screening policies. Importantly, the rule expands the scope of VAWA beyond Section 8 and public housing programs.	Yes

2. Financial Resources: This section lists the financial resources that are anticipated to be available to the PHA for the support of

Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Revision: Updated table of financial sources and uses below.

Financial Resources: Planned Sources and uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2020 grants)		
a) Public Housing Operating Fund	\$1,248,366.69	PH Development/ Modernization/ Job Readiness
b) Available Public Housing Capital Fund	\$2,440,798.38	Modernization and Development
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$10,092,751	Voucher, VASH, M5, TP, FY, etc....
d) Resident Opportunity and Self-Sufficiency Grants		
Other Federal Grants (list below)		
Low Income Housing Tax Credits (SAIL)	\$11,100,000	Redevelopment of PH TL 2
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 2021 (Estimated)	\$1,107,656	Modernization and PH Development
CFP 2020	\$1,107,656	Modernization and PH Development
CFP 2019	\$971,182	Modernization and PH Development
CFP 2018	\$934,727	Modernization and PH Development
CFP 2017	\$608,069	Modernization and PH Development
URP/HOPE VI	\$0.00	Modernization/ PH Development
DOL Youth Build	\$1,075,472	Youth Build Program
FSS Grant (Sec.8 HCV and Public Housing combined)	\$72,000	Resident Services
ROSS Grant (Service Coordinator)	\$0.00	Resident Services
3. Public Housing Dwelling Rental Income	\$1,291,752.88	PH
4. Other income (list below)		
Investment Income	\$1,525,273.64 Unaudited	PH
Entrepreneurial Activities	\$0.00	PH & Section 8
Total resources	\$33,575,704.59	

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

- Y N
- Hope VI or Choice Neighborhoods.
 - Mixed Finance Modernization or Development.
 - Demolition and/or Disposition.
 - Conversion of Public Housing to Tenant Based Assistance.
 - Conversion of Public Housing to Project-Based Assistance under RAD.
 - Project Based Vouchers.

- Units with Approved Vacancies for Modernization.
 Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

Section B.2 - HUD-50075: New Activities

LHA goal is to transform its entire public housing portfolio into mixed-income communities over the next 2 to 40 years, in an effort to reposition the agencies' public housing assets into better performing developments that are competitive in the marketplace as well as improve their physical and social conditions.

For over twenty-five years LHA's Development Department has been responsible for creating economic development opportunities in the City of Lakeland as well as redeveloping challenged neighborhoods that have not been invested in and neglected for some time. LHA and/or its subsidiary entity(s) plans to either partner with other developers or self-develop its properties using HUD's mixed- finance approach.

LHA envisions a range of options that will be employed to achieve its goal to transform its portfolio which may include but not be limited to: modernization of existing public housing units; demolition of selected units and construction of new units; introduction of market rate and for-sale units; acquisition and development of new units in, around and outside of LHA properties; and wholesale redevelopment of its public housing communities.

LHA was granted Low Income Housing Tax Credits to developed and built a 100-unit's community (Phase 1) the community is currently fully operational and occupied; this community has replaced approximately 25 units of existing Public Housing units located within the West Lake Apartments community (AMP-1). Additionally, LHA applied and was granted additional Low-Income Housing Tax Credits (LIHTC) for Phase 2 to develop 132 units currently under construction, the community should be fully operational by January 2021, in order to develop Phase 2, 64 existing units will be disposed and demolished. The Agency is currently working on Phase 3 to replace the remaining 34 Public Housing units located within the West Lake Apartments community, all 34 units will be disposed and demolished. More specifically LHA plans to submit applications for the next rounds of the Florida Housing Finance Corporation LIHTC application season, for our Public Housing Developments in the coming year(s).

In an effort to expedite the closure of its 10 plus year old HOPE VI Grant, LHA requested HUD to amend the Revitalization Plan and associated budget revisions as required. LHA is working with its on-call architectural and engineering firms on the following options for closeout of the grant:

- Micro-Cottages: The authority has developed and built a 48 affordable housing units' community and a community building with a combination of RHF funds from FY 2009 – 2014 and/or HOPE VI funds. The community is fully operational and 100% occupied.
- Cecil Gober, Renaissance and Carrington Place Modernization: These three communities must go through a modernization process. The GPNA that was performed for the sites supports modernization of the sites. As part of the modernization, LHA is seeking to correct deficiencies outlined by the GPNA as well as reconfigure the units. The agency has secured a HUD approved loan to start the remedial modernization process for Renaissance.
- Renaissance 15 lots: LHA is working to build additional Low-Income Housing to help with the demand for affordable housing.
- West Lake Apartments (Third Phase): LHA will be submitting a mixed-finance application/proposal to HUD and will pursue the construction of new Public Housing/Mixed Financed units using Low Income Housing Tax Credits and Public Housing funds earmarked for the development of Affordable Housing. First Phase is under construction.

Any balance of remaining CFP funds received to date, along with future CFP grant funding, will be accumulated and used for the potential redevelopment of LHA's other public housing communities and/or for other projects under the mixed- finance development approach. Additional acquisitions of vacant land or other existing rental properties, adjacent to current public housing sites may also be initiated, subject to submission and approval by HUD of the appropriate development proposals.

Other mixed-finance transactions (via acquisition or new construction or both) may be proposed later in the Plan commensurate with the LHA Strategic Plan. Financing may include use of regular Capital Funds and/or HUD's Capital Fund Financing Program (CFFP). CFFP/RAD involves borrowing against future flow of annual Capital Funds.

LHA plans to pursue public housing/mixed financed/market development activities and will utilize its Development Department and/or other subsidiary entities for development, financing, and the formation of a variety of ownership structures as well as utilize its management entity for the operation of public and non-public housing programs.

The Authority intends to use Capital Funds and other public and private funds to redevelop existing family and elderly developments. LHA will either self-develop or partner with a master developer for Westlake Apartments or other (s) site (s) and conduct a community engagement process to arrive at a master plan for redevelopment.

LHA will also start self-developing and operating affordable housing. Some of the proposed self –developing project will either be located on the 10.56-acre site located on W. 10th Street (120 affordable condos or townhomes will be built for sale) or at the 17.06-acre site at Hunter field PUD (Arbor Manor) LHA is purchasing the 5.46 acre site adjacent the 17.06 acre site in order using CFP funds to gain access to the original site and the plan is to build a community composed of for sale housing and affordable housing for sale or at the John Wright Homes or Washington Ridge 15 vacant lots. LHA also intends to use Capital Funds and other funds to acquire and redevelop properties in and around its public housing communities. LHA is introducing the Section 8 Homeownership program effective 01/01/2021.

Demolition and/or Disposition

This section describes whether HUD-approved applications by LHA to demolish or dispose (sell) public housing projects owned by LHA and subject to Annual Contributions Contracts (ACCs), or pending applications for demolition or disposition, have changed during the current plan year.

In such cases, LHA would be required to describe the housing and the number of affected units for which it will apply or has pending for demolition or disposition; and provide a projected timetable for the demolition or disposition. Information on planned and pending demolition and/or disposition efforts is provided in the following tables.

LHA has been working with residents and the City of Lakeland to define a strategy for the Cecil Gober rehabilitation project, the West Lake Apartments disposition and the Section 32 Public Housing Homeownership program. The Section 32 disposition plan for the 12 houses at Hampton Hills was approved by the Special Application Center in November 2013. The implementing agreement was executed in March 2014. LHA will amend the agreement as needed to implement the strategy. Individual houses within the Hampton Hills community may be sold to qualified residents, retained as public housing or sold to third parties in accordance with the strategy and HUD regulations.

LHA will include the vacant lots in this process as well. Specifically, LHA plans to submit a disposition application for the 17.3-acre tract (plus the 5.46 newly acquired lot) within the Hunter field Planned Unit Development and the land located on the 10.56-acre site on W. 10th Street and the John Wright Homes or Washington Ridge vacant lots. The sales proceeds from both properties will be used to develop, acquire, or modernize affordable housing units at other properties owned and/or controlled by LHA or its affiliates.

Table #1 Demolition/Disposition/Modernization Activity Description

- 1a. Development name: Hampton Hills Houses
 - 1b. Development (project) number: FL01100004
 - 2. Activity type: Disposition
 - 3. Application status (select one)
Approved
Submitted, pending approval
Planned application
 - 4. Date application approved, submitted, or planned for submission: 11/14/2014
 - 5. Number of units affected: 12 (Sold 9)
 - 6. Coverage of action (select one)
Part of the development
Total development:
 - 7. Timeline for activity: 48 months
a. Actual or projected start date of activity: 7/1/2012 b. Projected end date of activity: 12/31/2021
- Note*: Section 32 Approved Disposition

Table #2 Demolition/Disposition/Modernization Activity Description

- 1a. Development name: West Lake Apartments (Phase 1 completed) (Phase 2 under construction) (Phase 3 Demo-Dispo Application Submitted)
 - 1b. Development (project) number: FL01100001
 - 2. Activity type: Demolition
Disposition:
 - 3. Application status (select one) Approved
Submitted, (**pending approval for Phase 3**)
Planned application
 - 4. Date application **approved, submitted, or planned for submission: Phase one- 4/2017 and Phase two- 04/2018 (Phase 3 2019)**
 - 5. Number of units affected: 120
 - 6. Coverage of action (select one)
Part of the development
Total development:
 - 7. Timeline for activity:
a. Actual or projected start date of activity: 1/01/2011
b. Projected end date of activity: 12/31/2022
- Note*: SAIL LIHTC Approved Phase 1 and 2

Table #3 Modernization Activity Description

- 1a. Development name: Cecil Gober Villas
 - 1b. Development (project) number: FL01100001
 - 2. Activity type: Modernization:
 - 3. Application status (select one) Approved
Submitted, pending approval
Planned application:
 - 4. Date application approved, submitted, or planned for submission: 12/1/2015
 - 5. Number of units affected: 37
 - 6. Coverage of action (select one)
Part of the development
Total development:
 - 7. Timeline for activity:
a. Actual or projected start date of activity: 12/01/2015
b. Projected end date of activity: 12/31/2021
- Note*: Capital Funds will be used

Table #4 Demolition/Disposition/Modernization Activity Description

- 1a. Development name: Arbor Manor (Hunter field PUD)
- 1b. Development (project) number: FL01100001
- 2. Activity type: Disposition:
- 3. Application status (select one) Approved Submitted, pending approval: Planned application
- 4. Date application approved, submitted, or **planned for submission: 2020-2023**
- 5. Number of units affected: 0

6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2020
b. Projected end date of activity: 12/31/2022
Note*: The agency is purchasing using CFP funds the 5.46-acre site adjacent to this site in order to gain access and to be able to add a community composed of for sale housing and affordable housing for rent.

Table #5 Demolition/Disposition/Modernization Activity Description

1a. Development name: 10th Street in front of Colton Meadow Apartments, Lakeland, Polk County, Florida
1b. Development (project) number: FL01100001
2. Activity type: Disposition: X
3. Application status (select one) Approved
Submitted, pending approval
Planned application: X
4. Date application approved, submitted, or **planned for submission**: 2020-2023
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2020
b. Projected end date of activity: 12/31/2022-23
Note*: Planning to build up to 120 Affordable Condos/Townhomes for sale.

Table #6 Demolition/Disposition/Modernization Activity Description

1a. Development name: 15 Vacant Parcels at Washington Park, FL29P011003, HOPE VI Site
1b. Development (project) number: FL01100003
2. Activity type: Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X Planned application:
4. Date application approved, submitted, or planned for submission: 11/12/2014
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2020
b. Projected end date of activity: 12/31/2021-22
Note*: Funding pending

Table #7 Demolition/Disposition/Modernization Activity Description

1a. Development name: Vacant Parcels at John Wright Homes
1b. Development (project) number: FL01100001
2. Activity type: Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X **Planned application**:
4. Date application approved, submitted, or planned for submission: 2021
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2021
b. Projected end date of activity: 12/31/2022
Note*: Funding pending

Table #8 Demolition/Disposition/Modernization Activity Description

1a. Development name: Dakota Park Apartments
1b. Development (project) number: FL01100002
2. Activity type: Demolition-Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: X **Planned application**:
4. Date application approved, submitted, or planned for submission: 2020
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2021
b. Projected end date of activity: 12/31/2022
Note*: Funding pending, considering RAD conversion

	<p>Project-Based Vouchers</p> <p>This section describes the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.</p> <p>When funding becomes available, the Authority plans to use some of its vouchers under the Project Based Vouchers (PBV) option, as described at 24 CFR Part 983. This may be done in one of two ways.</p> <p>First, LHA may issue a Request for Proposals from owners wishing to participate in the program. The criteria and procedures for such selections will be described in the RFP and in the LHA's Section 8 Administrative Plan.</p> <p>Second, LHA may make non-competitive selections of owners whose projects included a competitive selection of proposals, such as housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program.</p> <p>The Authority may also submit a proposal under a RFP for units in its public housing portfolio or a property it may acquire under its —redevelopment authority for this purpose. The use of PBV is consistent with the overall PHA Plan, which is encouraging the development of affordable mixed-use, mixed-income housing particularly in consort with broader neighborhood revitalization efforts such as the Westlake project.</p> <p>LHA's PBV criteria and procedures will propose the use of these resources in ways that facilitate achievement of its overall housing goals in general and the mobilization of potential relocation resources, to address the housing needs of LHA families at developments slated to be redeveloped, including, but not limited to, the Cecil Gober Villas, Dakota Park (Carrington Place) and Westlake Apartments projects and/or other similar situations.</p> <p>Under the HUD Asset Management Model, some of LHA's developments are not financially sustainable because insufficient Annual Contract Contribution (ACC) subsidy is received from HUD to support their operations. LHA is currently evaluating options for restructuring the properties; possibly seeking to convert these properties to Project- based Section 8 communities. Furthermore, LHA is considering under the</p> <p>LHA may project-base units within the Carrington Place Development project.</p> <p>LHA utilized 80 project-based vouchers within the final phase of the West Lake Apartments Low Income Housing Tax Credit project.</p>
<p>B.3</p>	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>B.4</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>B.5</p>	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the Annual Plan.</p> <p>Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA Annual Plan.</p> <p>The Housing Authority of the City of Lakeland is meeting its Mission to provide quality, affordable housing and self-sufficiency opportunities in an effective and professional manner by passing every HUD REAC inspection and staying in compliance with HUD, State and Local rules and regulations. Additionally, we are actively working on meeting our goals as follow:</p> <p>Goal #1: Increase the number of affordable housing units by at least 30%. We were able to build 100 Senior units for PHASE 1 of the Twin Lakes Development, PHASE 2 should be completed before 2021 with 132 units of affordable housing, PHASE 3 is seeking funding to add another 78 units. Additionally, the Williamstown Community (48 Public Housing units will be added) was approved, built and is now fully occupied. The agency is planning to develop 120 condos or townhomes for sale on the 10th Street site and a mixed-use community at the Arbor Manor site.</p> <p>Goal #2: Maintain and/or obtain the "High Performer" status in Public Housing and Section 8. We were designated a Standard Performer Agency for Public Housing and High Performer Agency for the Housing Choice Voucher Program on the most recent evaluation.</p> <p>Maintain a public housing vacancy rate of 2% or less. LHA has been able to maintain the vacancy at or below 2%. Maintain an average work order response time of less than three days. Collect at least 97% of the rent and other charges excluding fraud recovery and major tenant abuse due to LHA. Reduce utility usage (including water) by 25% by December 31, 2019.</p> <p>Maintain a Section 8 lease-up rate of at least 98% while not exceeding HUD limitations. Continue and improve task tracking / management by objectives. Enhance internal operations to reduce costs, improve efficiencies, and become even more effective and professional.</p>

	<p>Goal #3: Maintain and improve our public image through enhanced communication, coordination, and accountability with outside entities, among the staff and with residents.</p> <p>Goal #4: Be the premier innovative and effective affordable housing provider in Florida. Apply for additional housing choice vouchers as they become available.</p> <p>Seek out new funding opportunities as they become available including but not limited to LIHTC. Develop and build new communities in all LHA owned land or parcels and re-develop the West Lake Apartments community, John Wright Homes, Carrington Place and Renaissance at Washington Ridge.</p> <p>Assist at least 3 families into homeownership through the Public Housing Homeownership Program, the HOPE VI Program, or other programs by December 31, 2021. Implement the Section 8 Homeownership program in 2021.</p> <p>Incorporate non-traditional entrepreneurial methods and practices that positively impact affordable housing in LHA's jurisdiction. Incorporate financially feasible Green and Sustainability Best Practices in all future developments. Obtain at least \$100 million in grants and/or leveraging from all sources by December 31, 2021.</p> <p>Goal #5: Increase and encourage the self-sufficiency efforts of all residents. (On-going) Increase the usage of LHA educational and computer literacy programs by 25% by December 31, 2021. Substantially increase the number of LHA seniors and people with disabilities using LHA sponsored programs by December 31, 2021.</p> <p>Goal #6: Maintain a high level of employee relations and morale. (On-going)</p> <p>Enhance lines of communications through staff meetings and other necessary internal communications to provide updates and progress reports about agency activities.</p> <p>Continue to reward performance through the timely implementation of a performance management system and the incentive pay program.</p> <p>Encourage and support staff partaking in training and continuing education opportunities to the greatest degree possible within funding constraints.</p> <p>Conduct an annual employee satisfaction survey.</p> <p>The Housing Authority of the City of Lakeland continues to comply with the Violence Against Women Act ("VAWA") which protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation. The Housing Authority of the City of Lakeland applies the VAWA policy to all programs funded by the U.S. Department of Housing and Urban Development.</p>
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>B.8</p>	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>C.</p>	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>

C.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>On behalf of the Housing Authority of the City of Lakeland, Florida (LHA), I hereby certify that our 5-Year CFP Plan was last approved on January 2020. LHA has five (5) active CFP grants. LHA also has five (5) CFP grants that are fully expended but still showing within eLOCCS until the grants are officially closed out.</p> <p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>In accordance with HUD regulations in 24 CFR 903.7 and 24 CFR 905.3, the Housing Authority of the City of Lakeland defines below the criteria that will be used for determining substantial deviation from its 5-year plan; significant amendment or modification to the 5-year and Annual Plan; and significant amendment or modification to the Capital Fund Program 5-year Action Plan. Prior to implementing changes that meet such criteria, LHA will submit for HUD approval, a revised Plan(s) that meets full public process requirements including Resident Advisory Board review and consultation.</p> <p>Housing Authority of the City of Lakeland's criteria as defined below, is applicable to all CFP components including Capital Fund grants; Replacement Housing Factor (RHF) grants; Disaster grants; Capital Fund Financing Program (CFFP) allocations; as well as any new or future formula components such as Demolition and Disposition Transitional Funding (DDTF).</p> <p>Criteria for defining "Substantial Deviation" from the 5-year plan:</p> <ul style="list-style-type: none"> • A major change in the direction of Housing Authority of the City of Lakeland pertaining to its mission and goals would constitute a "substantial deviation" from the agency's 5-year plan. • Examples include undertaking new program activities, development strategies or financing initiatives that do not otherwise further Housing Authority of the City of Lakeland's stated mission and goals as articulated in the 5-year plan <p>Criteria for defining "Significant Amendment or Modification" to the 5 year and Annual Plan:</p> <ul style="list-style-type: none"> • Changes to rent, admission policies, or organizational of the waiting list(s) in the Public Housing Program that will impact more than 10% of applicants and/or households assisted under the program. • Changes to rent, admission policies, or organizational of the waiting list(s) in the Housing Choice Voucher Program that will impact more than 10% of applicants and/or households assisted under the program. • Substantial changes to demolition, disposition, designated housing, homeownership, or conversion activities identified in the current HUD-approved Annual or 5-year Plans. <p>Criteria for defining "Significant Amendment or Modification to the Capital Fund Program (CFP) 5-year Action Plan:</p> <ul style="list-style-type: none"> • Proposed demolition, disposition, homeownership, Capital Fund financing, development, or mixed finance proposals will be considered significant amendments to the CFP 5-year Action Plan. • Additions of non-emergency work items not included in the current CFP Annual Statement of CFP 5-Year Action Plan that exceeds the agency procurement threshold amount. <p>Exceptions:</p> <ul style="list-style-type: none"> • Changes under the above definitions that are required due to HUD regulations, federal statutes, state or local laws/ordinances or as a result of a declared national or local emergency will not be considered substantial deviation or significant amendment/modification. • Changes under the above definitions which are funded by source other than federal funds will not require Plan amendment or modification.
-----	---

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section.

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Annual Plan. All PHAs must complete this section.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no." ([24 CFR §903.7](#))

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the

jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(1)) Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA's procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)). A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)) A description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention. Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Asset Management. State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

Hope VI or Choice Neighborhoods. **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for

Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm). (24 CFR 960.503) (24 CFR 903.7(b))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm). (24 CFR 960.505) (24 CFR 903.7(b))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm). (24 CFR §903.7(e))

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. (24 CFR §903.7(b))

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

- B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.7\(p\)](#))
- B.5 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.7\(r\)\(1\)](#))
- B.6 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))
- B.7 Certification by State of Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#)). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- B.8 Troubled PHA.** If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark “yes,” and describe that plan. If the PHA is troubled, but does not have any of these items, mark “no.” If the PHA is not troubled, mark “N/A.” ([24 CFR §903.9](#))

C. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR 903.7 \(g\)](#))

- C.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX.”

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 9.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

NOTICE OF PUBLIC MEETINGS AND PUBLIC HEARING

Lakeland Housing Authority

FY 2021 Agency Plan

The Lakeland Housing Authority (LHA) has scheduled two public meetings on its FY 2021 Agency Plan with the Resident Advisory Board and the general public at 9:00 a.m. on August 20, 2020 and August 27, 2020 at 1:00 pm, due to the COVID-19 Pandemic, the meeting (s) will be conducted using a conference telecommunication system through the internet. The conference link will be posted in our website www.lakelandhousing.org five (5) days before the each scheduled meeting. You can also send your comments in writing to 430 Hartsell Avenue, Lakeland Florida 33815, attention "Agency Plan 2021".

The Public Hearing is scheduled for August 20, 2020 at 8:30 a.m.

To log in to the meeting please copy and paste the following Skype invitation to your browser: <https://meet.lync.com/lakelandhousing.org/cpizarro/G9JMWOU9>

The Final Public Hearing is scheduled for August 27, 2020 at 1:00 p.m.

To log in to the meeting please copy and paste the following Skype invitation to your browser: <https://meet.lync.com/lakelandhousing.org/cpizarro/LQM8YF1M>

LHA has developed its Agency Plan in accordance with the Quality Housing and Work Responsibility Act of 1998 including, but not limited to, additional updates received from the Department of Housing and Urban Development.

The Agency Plan, Capital Funds budgets, policies and addendums are available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m., Monday through Thursday, beginning on August 5, 2020 and ending on September 20, 2020. The plan will be posted for 45 days. Inquiries and comments may be directed to Carlos Pizarro, Vice-president of Housing, at cpizarro@lakelandhousing.org and/or Valerie Brown, Vice-president of Administration, at vbrown@lakelandhousing.org and/or Florida Relay services at 711 and/or by visiting: www.LakelandHousing.org.

Copies of the Agency Plan will be also available for review at the following locations:

- City of Lakeland Community Redevelopment Agency--228 South Massachusetts Avenue, Lakeland, FL 33801
- All the properties and locations within the Lakeland Housing Authority portfolio.

The Housing Authority of the City of Lakeland dated July 1, 2020.

L2021 07/01; 2020-Public and Legal Notice





2021 Annual Agency Plan

Policies and Agency Plan | The Lakeland Housing Authority | Carlos R. Pizarro An

HUD Definition and Requirements

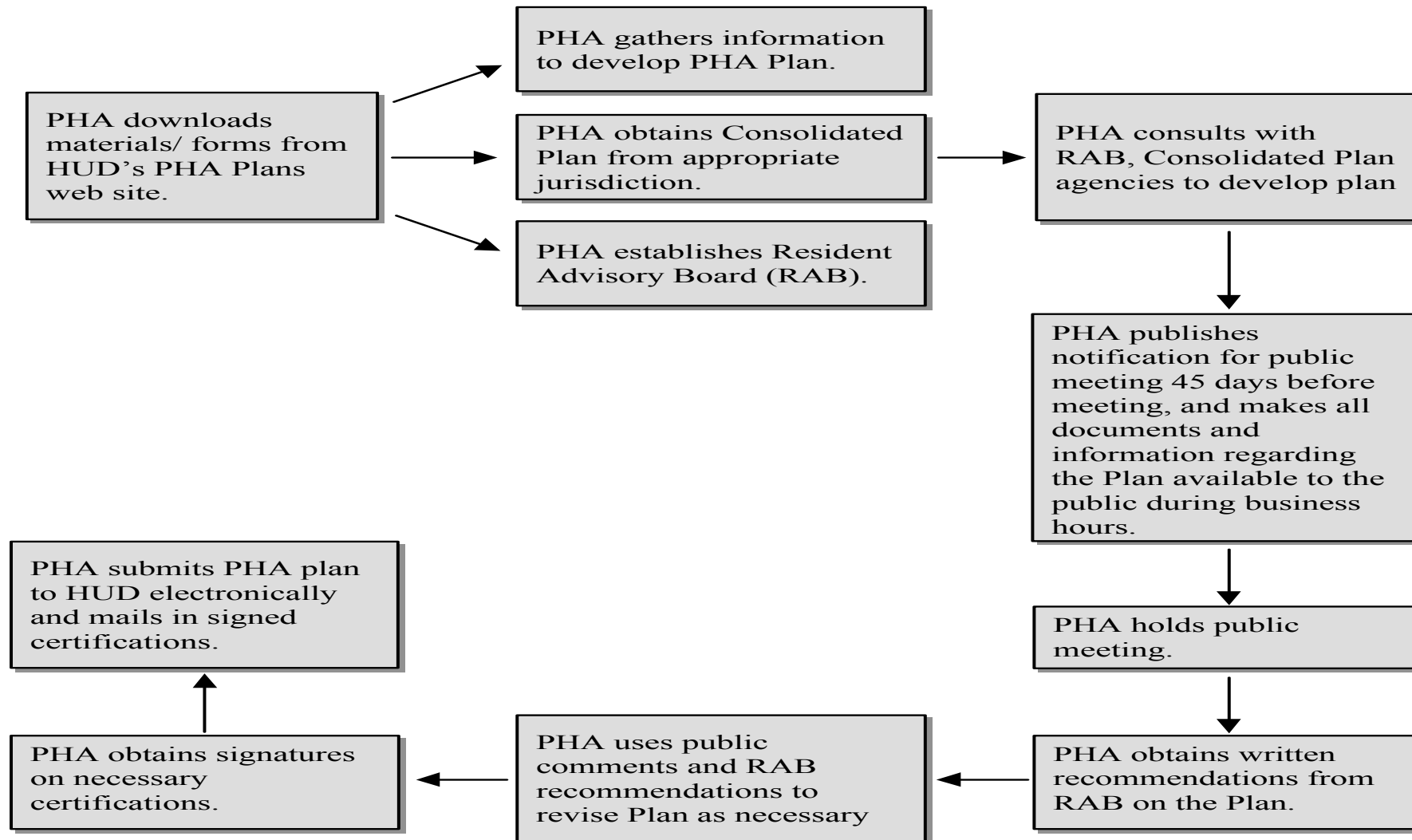
- The LHA Plan is a comprehensive guide that includes policies, programs, operations, and strategies for meeting local affordable housing needs and goals. There are two parts to the Plan: the 5-Year Plan, which each PHA submits to HUD once every five years. The LHA 5-Year Plan was prepared and submitted to HUD last year. The Annual Plan, which is submitted to HUD every year, is being presented this year for Fiscal Year 2021.
- Section 511 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998 created the public housing agency Five-Year and Annual Plan requirement. The Five-Year Plan describes the mission of the PHA and its long-range goals and objectives for achieving its mission over a five-year period, and the PHA's approach to managing programs and providing services for the upcoming year. The PHA Plan also serves as the annual application for federal grant funds to support improvements to public housing buildings (this program is known as the Capital Fund Program).

LHA Plan as a Strategic Planning Tool

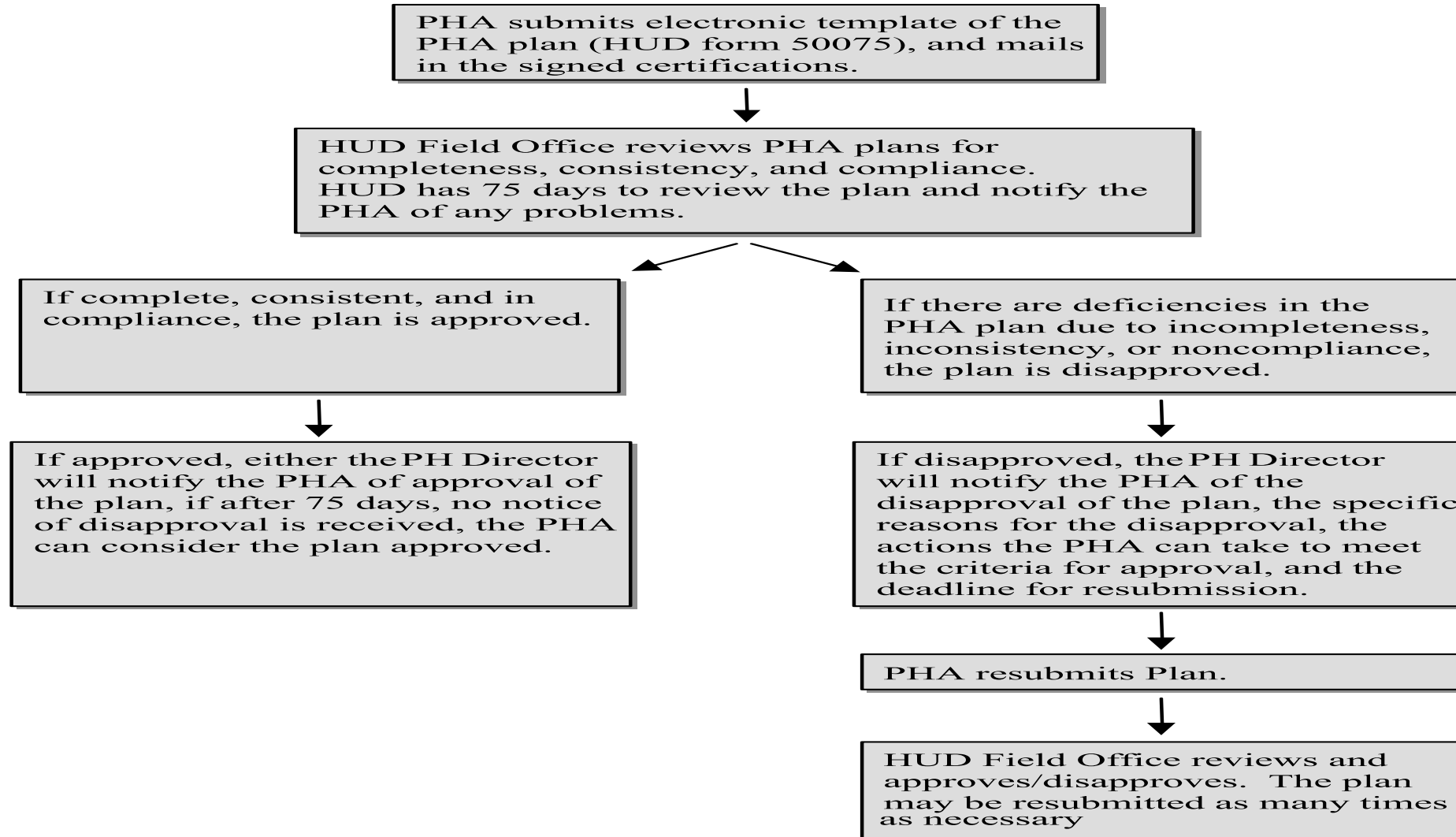
The LHA Plan essentially outlines the strategic planning process for the provision of public housing by using the Plan components to explain the basic organizational and planning process. This process includes, but is not limited to, the following:

- Assessment of the affordable housing needs of the community;
- Identification of financial and other resources available to the Agency to help address those affordable housing needs;
- Establishment of goals and strategies for addressing the needs identified;
- the Agency translates these goals and strategies into policies and programs; and
- LHA's resident community plays an important role in the development of the Annual Agency Plan.

LHA Plan Development Process



HUD Field Office Approval Process



2021 Annual Agency Plan Highlights

Annual Plan – 50075-ST – Effective 01/01/2021

- Added 70 points preference for Foster Youth when applying for Public Housing or the Housing Choice Voucher Programs
- 2021 Agency resources is estimated at: \$33,575,704.59
- Renaissance at Washington Ridge has 15 empty lots and LHA is working on a plan to build additional affordable housing at this location.
- LHA is planning two developments, one on the 10th Street that will consist of 100-120 Affordable Condos/Townhomes for sale and a mixed-use community on the Arbor Manor site. Additionally, LHA also owns land behind the John Wright property that can be developed in the near future.
- Twin Lakes Phase 2 is currently under construction.
- Proposing the implementation of a Section 8 Homeownership Program

Plans and Policies

Procurement Policy

The purpose of the Procurement Policy is to assure that goods, services, and construction are procured, and surplus goods are disposed of at the most favorable prices to the LHA and its Instrumentalities and Partnerships, but not limited to any current or future endeavor in full compliance with the applicable HUD regulations and State and local laws.

Highlights:

- Small Purchases not to exceed \$250,000.00
- YARDI Procure to Pay
- On March 19, 2019, HUD sent a letter to PHA Executive Directors confirming that the micro-purchase threshold and the simplified acquisition threshold have been increased. The new thresholds are as follows:
 - the micro-purchase threshold is now \$10,000 (previously, it was \$3,500); and
 - the simplified acquisition threshold is now \$250,000 (previously, it was \$100,000).

Plans and Policies

Family Self-Sufficiency Plan

The primary goal of the FSS Program is for participating families to achieve social and economic independence by receiving necessary training and that all individuals in the household who are able become gainfully employed.

Highlights:

- Received a grant for \$72,000 in 2020

Plans and Policies

Section 8 (Housing Choice Voucher) Homeownership Program Policy

The Public Housing Reform Act of 1998 includes language that allows the United States Department of Housing and Urban Development (HUD) to assist Section 8 Housing Choice Voucher Program (HCVP) recipients to purchase a home. HUD published the Section 8 Homeownership Program Final Rule that implemented this option under Section 8(y) of the U.S. Housing Act of 1937 and authorized a PHA to provide tenant-based assistance for an eligible family that purchases a home. The rule became effective on October 12, 2000. Title 24 Code of Federal Regulations (CFR) 982.625(c)(1)(i) enables the LHA to provide monthly homeownership assistance payments to eligible families.

Highlights:

- The Housing Choice Voucher (HCV) Homeownership Program (HP) allows qualified participants the option to purchase a home and use the HCV Housing Assistance Payment (HAP) towards mortgage payments and other allowable housing costs.
- The LHA's policies and practices are designed to provide assurances that all persons with disabilities will be provided reasonable accommodations so that they may fully access the housing program.
- Up to 120 families.

Plans and Policies

Housing Choice Voucher Administrative Plan

- The Section 8 tenant-based Housing Choice Voucher (HCV) assistance program is funded by the federal government and administered by the LHA for the jurisdiction of the City of Lakeland and County of Polk, Florida.
- The members of the governing body of a PHA are known as commissioners or, collectively, as the Board of Commissioners. Commissioners are appointed in accordance with state housing laws and generally serve in the same capacity as the directors of a corporation, establishing policies under which the PHA conducts business, ensuring that policies are followed by PHA staff and ensuring that the PHA is successful in its mission. The Board of Commissioners is responsible for preserving and expanding the PHA's resources and assuring the PHA's continued viability.

Highlights:

- Funding for 2020 is estimated at \$10,092,751
- Added a 70 points preference for Foster Youth Applicants and the waiting list will remain opened for them.

Plans and Policies

Public Housing (ACOP) Admissions and Continued Occupancy Policy

The LHA receives its operating subsidy for the public housing program from the HUD. LHA is not a federal department or agency. LHA is a public housing agency and a governmental or public body, created and authorized by state law to develop and operate public housing and affordable housing programs for low-income families. LHA entered into an Annual Contributions Contract with HUD to administer the public housing program. LHA must ensure compliance with federal laws, regulations and notices and establish policy and procedures to comply with federal requirements and to ensure consistency in program operation.

Highlights:

- Provide decent, safe, and sanitary housing in good repair – in compliance with program uniform physical condition standards – for very low-and low-income families.
- Added a 70 points preference for Foster Youth Applicants and the waiting list will remain opened for them.

Plans and Policies

Analysis of Impediments to Fair Housing Choice Policy

The Fair Housing Act of 1968 required that all HUD programs be administered in a manner that affirmatively furthers fair housing. The LHA is committed to affirmatively furthering fair housing by:

- Conducting an analysis to identify impediments to fair housing choice;
- Taking appropriate actions to overcome the effects of any impediments identified through this analysis; and
- Maintaining records reflecting the analysis and actions taken.

The objectives of this process are broad, including

- Analyzing and eliminating housing discrimination in the jurisdiction;
- Promoting fair housing choice for all persons;
- Providing opportunities for inclusive patterns of housing occupancy regardless of race, color, religion, sex, familial status, disability or national origin;
- Promoting housing that is structurally accessible to, and usable by, all persons, particularly persons with disabilities; and
- Fostering compliance with the nondiscrimination provisions of the federal Fair Housing Act.

Changes: West Lake Apartments went from 120 public housing units to 34, added Twin Lakes Phase II with 132 affordable housing units and Twin Lakes Phase III with 84 units.

Plans and Policies

ADA and Section 504 Policy

LHA is an equal housing opportunity provider and does not discriminate against residents with disabilities that live in our communities. It is the LHA policy to provide reasonable accommodations to our residents that are disabled, and because of that disability, need a change or exception to normal LHA rules or policies in order to be able to fully use and enjoy the community. It is necessary, for recordkeeping purposes, to obtain documentation of the need for the requested accommodation.

Highlights:

- LHA's Relay numbers are 1-800-955-8771 (TTY Only) and 1-800-955-8770 (Voice)

Plans and Policies

Limited English Proficiency (LEP) Plan and Policy

It is the policy of the LHA to ensure that persons with Limited English Proficiency (LEP) are not discriminated against nor denied meaningful access to and participation in the programs and services provided by the Housing Authority. In order to ensure meaningful access and participation for LEP persons, LHA will notify such persons that language services are available to them at no cost and will take reasonable steps to see that language services are provided according to the provisions of LHA's Plan as described below.

The LEP Plan and Policies that follow will apply to all of LHA programs, services and facilities. It is the intent of LHA, in providing language services to LEP persons, to achieve a balance that ensures meaningful access to programs and services while not incurring undue burdens on LHA resources.

Highlights:

- Documents will be translated into a foreign language when more than 5% of such eligible population group resides within the Housing Authority's jurisdiction.

Plans and Policies

Maintenance Plan and Policy

- This Policy covers the requirements and expectations for the general maintenance of all LHA owned and West Lake Management managed properties. Good planning and organization are essential to the proper care and upkeep of the property.

Highlights:

- Provide decent, safe, and sanitary housing in good repair – in compliance with program uniform physical condition standards and HQS– for very low-and low-income families.

Plans and Policies

Preventative Maintenance (PM) Plan and Policy

PM is the systematic planning, scheduling, completion, and documentation of work tasks that are conducted to ensure the continued life of all facilities, mechanical systems, and equipment. There is often a fine line between work that is defined as PM and work that actually falls within the category of seasonal or planned maintenance activities. Examples of the latter may include cycle touch-up painting or spring and fall fertilization programs. For the purposes herein, PM includes these seasonal and planned activities as well.

Highlights:

- When PM is properly implemented, it will minimize unexpected or premature failure of equipment, property, and systems. It will also reduce the number of on-demand maintenance requests and, as such, improve customer satisfaction.
- Changed: Director of Housing for VP of Housing.

NOTICE OF PUBLIC MEETINGS AND PUBLIC HEARING

Lakeland Housing Authority FY 2021 Agency Plan

The Lakeland Housing Authority (LHA) has scheduled two public meetings on its FY 2021 Agency Plan with the Resident Advisory Board and the general public at 9:00 a.m. on August 20, 2020 and August 27, 2020, due to the COVID-19 Pandemic, the meeting (s) will be conducted using a conference telecommunication system through the internet. The conference link will be posted in our website www.lakelandhousing.org five (5) days before the each scheduled meeting. You can also send your comments in writing to 430 Hartsell Avenue, Lakeland Florida 33815, attention “Agency Plan 2021”.

The Public Hearing is scheduled for August 20, 2020 at 8:30 a.m. To log in to the meeting please copy and paste the following Skype invitation to your browser:

<https://meet.lync.com/lakelandhousing.org/cpizarro/G9JMWOU9>

The Final Public Hearing is scheduled for August 27, 2020 at 1:00 p.m. To log in to the meeting please copy and paste the following Skype invitation to your browser:

<https://meet.lync.com/lakelandhousing.org/cpizarro/LQM8YF1M>

LHA has developed its Agency Plan in accordance with the Quality Housing and Work Responsibility Act of 1998 including, but not limited to, additional updates received from the Department of Housing and Urban Development.

The Agency Plan, Capital Funds budgets, policies and addendums are available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m., Monday through Thursday, beginning on August 5, 2020 and ending on September 20, 2020. The plan will be posted for 45 days. Inquiries and comments may be directed to Carlos Pizarro, Vice-President of Housing, at cpizarro@lakelandhousing.org and/or Valerie Brown, Vice-President of Administration, at vbrown@lakelandhousing.org and/or Florida Relay services at 711 and/or by visiting: www.LakelandHousing.org.

Copies of the Agency Plan will be also available for review at the following locations:

City of Lakeland Community Redevelopment Agency--228 South Massachusetts
Avenue, Lakeland, FL 33801

All the properties and locations within the Lakeland Housing Authority portfolio.

The Housing Authority of the City of Lakeland dated July 1, 2020.

L2021 07/01; 2020-Public and Legal Notice

Terms

CFP: Capital Fund Program, a grant program that replaced the Comprehensive Grant Program (CGP) and the Comprehensive Improvement Assistance Program (CIAP) in the QHWRA. It is distributed by formula.

Consolidated Plan: A Five-Year and Annual Plan on housing and community development needs and activities that is developed by cities, counties, and States that receive Community Development Block Grants (CDBG), HOME, and/or homeless grants from HUD. See regulations at 24 CFR Part 91.

Discretionary policies: Those instances in which HUD regulations do not specify the policies or activities a PHA must adopt, leaving the PHA the freedom to make its own choices.

FSS: Family Self-Sufficiency program, a self-sufficiency program run by PHAs, in collaboration with local community resources, for its public housing and Section 8 residents.

High performer: A performance designation awarded by HUD to a housing authority.

Jurisdiction: The geographic area(s) served by a PHA or Consolidated Plan agency, such as cities, counties, or States.

MTCS: Multifamily Tenant Characteristics Systems, a database for Section 8 and public housing tenant information collected from PHAs nationwide.

PHA: Public housing agency.

PHAS: Public Housing Assessment System, the method by which HUD evaluates a PHA's physical housing stock, financial and management

operations, and resident satisfaction. [Note: for the latest guidance on PHAS and performance designation, please see HUD's Real Estate Assessment Center web site at: <http://www.hud.gov/offices/reac/index.cfm>.]

PHDEP: Public Housing Drug Elimination Program, which provides funding to improve the safety of public housing.

QHWRA: Quality Housing and Work Responsibility Act of 1998, the legislation that instituted many changes in the operation and programs in public housing, including the creation of PHA Plans.

RAB: Resident Advisory Board, a board whose membership consists of individuals that reflect and represent the residents assisted by a PHA.

RC: Resident Council, a nonprofit organization or association consisting of residents of public and assisted housing that meets the HUD requirements for official recognition by HUD and the PHA.

Section 8 tenant-based assistance: Section 8 vouchers, are rental assistance subsidies used by low-income families to find housing in the private market.

Small PHA: A PHA with fewer than 250 public housing units. A PHA of this size that is not designated as troubled is eligible to submit a streamlined PHA Plan. A PHA that has 250 or fewer units of public housing and 250 and fewer Section 8 vouchers can submit the "Small PHA Plan Update" in years 2 through 5 of the five-year planning cycle.

Standard performer: A performance designation awarded by HUD to a housing authority.

Supporting documents: Documents and exhibits, applicable to a PHA's policies, programs, and operations, that are made available with the PHA Plan for public inspection, but are not submitted to HUD for review.

**Certifications of Compliance with
PHA Plans and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including
Required Civil Rights Certifications**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ___ Annual PHA Plan for the PHA fiscal year beginning _____, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

PHA Name

PHA Number/HA Code

_____ Annual PHA Plan for Fiscal Year 20_____

_____ 5-Year PHA Plan for Fiscal Years 20_____ - 20_____

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official

Title

Signature

Date

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title

Signature

Date

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, William "Bill" Mutz, the Mayor
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Housing Authority of City of Lakeland
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

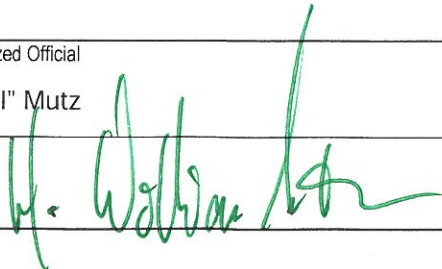
City of Lakeland, FL
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The 5-Year PHA Plan outlines ways to create affordable rental housing and homeownership opportunities for moderate-, low- and very low-income families and individuals in a manner that is consistent with the goals and objectives of the 2015-2020 Consolidated Plan and the 2015 Analysis of Impediments to Fair Housing as well as the efforts of the Affordable Housing Advisory Committee for the City of Lakeland.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
William "Bill" Mutz	Mayor
Signature	Date
	09-09-20

PHA Board Resolution

Approving Operating Budget

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 07/31/2019)

Public reporting burden for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:

PHA Code:

PHA Fiscal Year Beginning:

Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
---------------------------------	------------	-------

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

1. Describe Board Action requested and why it is necessary:

Re: Resolution # 20-1488

The Board of Commissioners is requested to approve the 2021 Annual Budgets for Housing Authority of the City of Lakeland as presented by staff.

2. Who is making request:

- A. Entity: The Housing Authority of the City of Lakeland
- B. Project: Approving the 2021 Annual Budgets
- C. Originator: Valerie Turner and Carlos R. Pizarro An

3. Cost Estimate:

N/A

Narrative:

The Board of Commissioners provides oversight and direction to the Housing Authority of the City of Lakeland. Annually, the Board reviews, comments, and when satisfied, approves the Annual Budget for the following programs that receive funding from the U.S. Department of Housing and Urban Development: Central Office Cost Center; Section 8 Housing Choice Voucher program; West Lake Management and the Public Housing program (which includes AMP 1, 2, 3, 4, 5 and 6). This resolution requests approval of the 2021 Annual Budgets for those programs and acknowledges the receipt of the additional business activities and partnership 2021 budgets as presented to the owners and investors pursuant to the operating and management agreements for each affordable housing development.

RESOLUTION NO. 20-1488

**APPROVAL OF THE 2021 ANNUAL BUDGET FOR THE
HOUSING AUTHORITY OF THE CITY OF LAKELAND**

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Lakeland has reviewed the proposed 2021 Annual Budgets for the Central Office Cost Center; West Lake Management; the Section 8 Housing Choice Voucher program; and the Public Housing program (which includes AMP 1 through 6) currently administered by the Housing Authority of the City of Lakeland; and

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Lakeland has determined that the proposed expenditures are necessary for the efficient and effective operation of the Housing Authority of the City of Lakeland and ensure fulfilment of its mission to provide affordable housing opportunities for very low-, low- and moderate-income families in the City of Lakeland and Polk County, Florida; and

WHEREAS, the proposed expenditures will be consistent with the provisions of federal, state and local law and the Annual Contributions Contract between the Housing Authority of the City of Lakeland and the U.S. Department of Housing and Urban Development.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves the 2021 Annual Budget for the Central Office Cost Center; West Lake Management; the Section 8 Housing Choice Voucher program; and the Public Housing program (which includes AMP 1 through 6) currently administered by the Housing Authority of the City of Lakeland.

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. 20-1488, dated October 19, 2020.

Attested by:

Benjamin Stevenson, Secretary

Michael A. Pimentel, Chairman



BUDGET REPORT

2021 FISCAL YEAR

Budgeting is simply balancing your expenses with your income. If they don't balance and you spend more than you make, you will have a problem. Many AGENCIES don't realize that they spend more than they earn and slowly sink deeper into debt every year.

The Housing Authority of the City of Lakeland

Telephone: (863) 687-2911
Address: 430 Hartsell Avenue,
Lakeland, Florida 33815

Website: www.lakelandhousing.org

Table of Contents

Contents

To Our Board of Commissioners	1
Budgets Summary	4
July 2020 Financial Reports and 2021 Budgets	6

Since budgeting allows you to create a spending plan for LHA's money, it ensures that we will always have enough money for the things we need and the things that are important to the Board of Commissioners and Participants. Following a budget or spending plan will also keep LHA out of debt or help us work our way out of debt if we are currently in debt.

To Our Board of Commissioners

Strategic Highlights

Taking the time to create and analyze LHA's budget will offer many benefits to our agency, including these four:

1. LHA can predict when cash shortfalls may occur, enabling the staff in conjunction with the Board of Commissioners to plan in advance whether we will need to secure financing, tap into reserves or make adjustments to your payables schedule.
2. We can plan large expenditures (including Capital Expenses) more strategically, rather than being caught unprepared when these needs arise.
3. We can reduce interest and late fees expenses by planning financing needs well in advance.
4. We will have a better handle on our cash flow, which will increase our overall financial control.

Budget Highlights

Budgets that must be approved by the Board of Commissioners prior November 1, 2020:

1. AMP 1 Public Housing (West Lake Apartments, John Wright Homes and Cecil Gober Villas)
2. AMP 4 Public Housing Homeownership Program (Hampton Hills Homes)
3. Housing Choice Voucher Program (Section 8)
4. Central Office Cost Center (Lakeland Housing Authority Executive Office)
5. West Lake Management LLC.
6. New Organizational Chart

The Following budgets are for information only, these budgets will be presented and approved by the Owners, Partnerships and/or Investors of each community:

1. Colton Meadow Apartments

2. The Villas at Lake Bonnet
3. The Manor at West Bartow
4. Carrington Place Apartments
5. Renaissance at Washington Ridge
6. The Micro-Cottages at Williamstown

Operating Highlights

2021 Net Operating Income Forecast per Program and/or Community

1. AMP 1 Public Housing- \$0.00
2. AMP 4 Public Housing- \$0.00
3. HCV Section 8 HAP- \$56,340.00
4. HCV Section 8 Admin- \$61,692.52
5. COCC LHA Executive- \$0.00
6. West Lake Management- \$136,129.06
7. Colton Meadow Apartments- \$23,472.01
8. The Villas at Lake Bonnet- \$19,928.89
9. The Manor at West Bartow- \$32,196.29
10. Carrington Place Apartments- \$1,278.08
11. Renaissance at Washington Ridge - \$11,184.76
12. Williamstown – 1,141.56

The combined Net Operating Income at the end of 2021 should be above **\$343,663.15** not including fees from the New West Lake Developments, the sale of the 10th Street Property and other fees scheduled to be paid during the 2021 FY.

Looking Ahead

1. What challenges and opportunities do we anticipate for the Lakeland Housing Authority?
 - a. Funding
 - b. Not having enough units
 - c. Debt

- d. Public Housing Offline units
 - e. Resident Outreach to process and access LHA services online
 - f. Adjust LHA's policy to safeguard employee and resident safety in COVID times
2. What are some of the needs we foresee in the community for 2021?
 - a. Public and Private Partnerships
 - b. LHA has to work with business to provide ideas
 - c. Getting residents to work
 - d. Establish Homeownership Program
 - e. Assist aging population in Polk County
 - f. Helping the disabled and underprivileged
 3. What are some of the plans LHA has for 2021 to generate more income?
 - a. Expand the business activities (Landscaping/Maintenance contracts outside LHA Portfolio. Also, West Lake Realty related services such as sale of homes)
 - b. Develop more communities
 - c. Manage new communities
 - d. Schedule strategic planning meetings with the Board of Commissioners to create a business plan
 - e. More training
 4. What would you the Board of Commissioners like to see LHA accomplish in 2021?
 - a. To be determined

Sincerely,

Carlos R. Pizarro An

Carlos R. Pizarro An, PHM, AHM, M.A.
Vice-President of Housing

Budgets Summary

Most Housing Experts would expect the Public Housing and Property Management industry to fall apart during the economic downturn but this was not the case with the Lakeland Housing Authority even during the pandemic. We were able to stabilize the agency and reduce the debt we inherited with the Public Housing Program. Revenues have increased faster than the operating expense, the operating expense is being revised constantly to make sure the Agency continue to be solvent.

The LHA Staff and the Board of Commissioners have taken measures to stop the “bleeding” of funds. The Agency’s overall return on cash and assets for the past 7 years have been the best going back 20 years.

Increasing margins within the proposed budgets and gross margins will result in more cash flow for FY 2021. This will allow West Lake Management to increase its monthly management fees to the maximum allowed under each management agreement.

The proposed 2021 budgets (Draft Format) do not include any future income from Deferred Development Fees or any sale proceeds, as these funds will be designated for future developments and job programs.

The Following information is as of July 2020 (All entities combined)

1. **Balance Sheet:** Based on the balance sheet our total cash including but not limited to cash operating accounts, petty cash, investments and reserves are totaling \$7,897,360.36.
2. **Cash Flow Analysis:** We are anticipating a total agency cash flow for 2021 of **\$343,663.15** (Net income of -\$1,974,002.57 +/- Depreciation of \$2,317,665.72).
3. **Profit and Loss Analysis:** The profit increase for the 2019 FY was 44% compared to 2018 FY.
4. **Personnel Expense Forecast:** The expenses related to the personnel have and will go up from FY 2020 into FY 2021 as the Housing Choice Voucher program

and Finance Department are fully staffed. (Please see the attached Organizational Chart)

Additionally, Legal Shield benefit will be provided at no cost to the employee at aprox. \$55.00 per employee per month. Health Insurance stipend remained at \$675.00 per employee per month.

July 2020 Financials and 2021 Budgets

Attached you will find the July 2020 Financial Reports, the summary reports and the 2021 Budgets. LHA will be presenting the proper resolution at the **October 2020** Board Meeting seeking approval of the 2021 proposed budgets in accordance and pursuant HUD Rules and Regulations.