



430 Hartsell Ave
Lakeland, FL 33815

(863) 687-2911

<http://LakelandHousing.org>



Board Of Commissioners

Michael Pimentel, Chairman

Richard Richardson, Vice-Chairman

Joseph DiCesare

Edward Hall

Lorenzo Robinson

Dorothy Sanders

Gary Smith

REGULAR BOARD MEETING

Monday, June 15, 2015

Benjamin Stevenson, Executive Director
Ricardo Gilmore, Esquire

AGENDA

Board of Commissioners Meeting
The Housing Authority of the City of Lakeland, Florida
Monday, June 15, 2015 at 6:00 P.M.

LHA Board Room
430 Hartsell Avenue
Lakeland, Florida

Pledge of Allegiance
Moment of Silence
Establish a Quorum

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Minutes of the Regular Board Meeting held Monday, May 18, 2015**
- 3. Public Forum**
- 4. Old Business**
 - LHA Recovery Plan Update
 - Corrective Action Plan
- 5. New Business**
- 6. Secretary's Report**
 - Operations
 - Administration
 - Resolutions
 - 15-1409 – Approving the Increase in the Value of an Award Made to Berman, Hopkins, Wright, & Laham
- 7. Legal Report**
- 8. Other Business**
- 9. Adjournment**

MINUTES
Regular Board Meeting of
The Housing Authority of the City of Lakeland
May 18, 2015

The Board of Commissioners of the Housing Authority of the City of Lakeland met at the Lakeland Housing Authority, 430 Hartsell Avenue, Lakeland, Florida.

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

Secretary: Benjamin Stevenson
Legal Counsel: Ricardo Gilmore, Esquire

The meeting was called to order at 6:02 p.m. by Chairman Pimentel. The Pledge of Allegiance and a Moment of Silence were observed. A quorum was established.

APPROVAL OF THE AGENDA

Commissioner Pimentel asked the Board to review the agenda and if there were any requests for items to be added to the agenda. There were no new items added to the agenda.

APPROVAL/ACCEPTANCE OF MINUTES

- **Motion to approve and accept the minutes of the Regular Board Meeting held April 20, 2015**
Motion by Richardson, Second by Hall.

Votes: Commissioners

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

OLD BUSINESS

- **Recovery Plan Review Committee Meeting Updates**

Commissioner Richardson and Commissioner Smith met with LHA staff for the Recovery Plan Review Committee meeting on May 18, 2015. Commissioner Richardson reported that the Recovery

Plan is moving forward and on schedule. Mr. Stevenson met with the potential buyer of the 10th Street property and they are moving forward with their plans to purchase the property. Mr. Stevenson also met with the president of the Paul A. Diggs Neighborhood Association (PADNA). The meeting was very positive. Mr. Stevenson will be attending next of the PADNA later this month. He will discuss the development plans for the 10th Street property and answer questions. The LHA is still on track to transfer to the jurisdiction of the HUD Jacksonville Office on June 1, 2015. The committee was also given a six month update on the financials.

Commissioner Richardson also informed the board that Commissioner Smith was on an excused absence from tonight's meeting.

Commissioner DiCesare advised the board that the one of the PADNA members is also one of the LHA commissioners and that it is important that that person and other commissioners are cautious when we are in discussions matters regarding LHA and the Paul A. Diggs neighborhood.

• **Corrective Action Plan**

Mr. Stevenson reported that the Corrective Action Plan was submitted to the HUD Miami Office. He stated 72 of the 73 required corrective items in the report have been completed. Tremendous progress is being made in the repayment of the finances to the Public Housing program. LHA paid over \$240,000 this year.

Commissioner Hall commended the staff on the good work they have done thus far on the Recovery Plan.

PUBLIC FORUM

Ms. Karen Rudolph a Resident Advisory Board (RAB) representative of West Lake Apartments presented her concerns. Ms. Rudolph indicated the last time she requested to speak before the Board she was asked to put her concerns in writing. She submitted her handwritten concerns. Ms. Rudolph stated that one of her concerns is regarding the upcoming RAB elections. Mr. Stevenson advised the Board that the elections will be held sometime in June 2015 and there will be an independent third party that will oversee the election process. The current RAB members are free to run in this election. After the election is completed, LHA will provide training for the elected members as well as the current members of the RAB that are serving out their terms.

NEW BUSINESS

None.

• **SECRETARY'S REPORT -**

Report submitted as written.

• **Operations**

Report submitted as written

• **Administration**

Report submitted as written

Ms. Brown gave an overview of the Financial Report and the COCC cash report.

• **Resolutions**

None

LEGAL REPORT

Mr. Gilmore advised the board that he attempted to send via email to all commissioners the composite of the Executive Director evaluation forms which was requested by some of the Board members. The documents were sent to the commissioners LHA email address and not their personal email accounts. Some of the commissioners had received the transmittal and some had not.

OTHER BUSINESS

None

The meeting adjourned at 6:35 P.M.

Benjamin J. Stevenson, Secretary

OLD BUSINESS



**BOARD OF
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Michael A. Pimentel
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Rev. Richard Richardson
Vice-Chairman

Eddie Hall
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Joseph DiCesare
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Dorothy Sanders
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www.LakelandHousing.org

DATE: June 5, 2015

TO: LHA Commissioners

FROM: Benjamin Stevenson, Executive Director

RE: Recovery Plan Update

Below is a summary update of progress made with the LHA Recovery Plan.

1) Purchase Agreement for Sale of LHA Property

Status: A Request to Amend the Previous Approval was submitted to the HUD Special Applications Center (SAC). SAC staff has promised an expedited review of the request within the next 30-60 days. A copy of the request included with the April 2015 update. A spoke with the potential buyer last month and they reconfirmed that their offer is still valid and firm. They are waiting on HUD approval before moving forward.

2) Reduce COCC Budget/Overall Agency Debt

Status: The COCC budget is a part of the Recovery Plan.

An update on the COCC budget was presented to the Recovery Plan Review Committee at their February 2015 meeting. Staff continues to make adjustments in the budget. The committee was in agreement with the progress being made by staff. A copy of the revised budget was included with the March 2015 Board packet. The revisions were also discussed at the Board meeting.

5) Implement Replacement of Yardi System

Status: The transition from Yardi to the new contractor, Emphasys Computer Solutions, Inc., began in January 2015. Staff holds weekly meetings with Emphasys staff during the transition. The transition process will take place over a minimum six month period.

6) Developer Partners Update

Status: LHA legal counsel wrote the Master Developer Agreement (MDA) for the partnership with the Developer Partner for the West Lake Apartments property. The terms of the MDA are still being negotiated. The document will be presented the LHA Board of Commissioners for



approval. The Developer Partner will assist LHA in submitting a low income housing tax credit application for the West Lake Apartment property.

LHA also released a Request for Qualifications for a Developer Partner for the development of the 10+ acre residential lot on 10th Street (across the street from the Colton Meadows property) in March 2015. The LHA Board approved the recommendation by staff and authorized the Executive Director to negotiate a MDA. The document has been drafted by Saxon Gilmore and is being discussed with the Developer Partner. This MDA will also be submitted to the LHA Board for approval.

5) Use of HOPE VI Funds

Status: LHA staff wrote a proposed to obligate the remaining HOPE VI funds while constructing some affordable housing rental units at the Williamstown property location. The proposal was submitted to the Miami Field Office on March 25, 2015 for review and approval. A copy of the submittal was included in the April 2015 update. Staff is still waiting on HUD approval.

6) Development of the Williamstown Property

Status: I and my Executive staff along with Steve Boyington and other members of the Wallis Murphey Boyington firm attended a Public Hearing on the Williamstown project at City Hall. We received positive feedback from the Zoning Board and City staff regarding what is required for the project to be approved by the City. LHA plans for the new community to serve the near elderly or persons age 55 and older.

7) Other Items

Status: LHA was officially placed under the supervision of the Jacksonville HUD Field Office on June 1, 2015. The HOPE VI project will continue to be supervised by the Miami Field Office.

BJS

NEW BUSINESS

SECRETARY'S REPORT

Secretary's Report
June 2015

HOPE VI Funds Expenditure

HUD would like for LHA to obligate the HOPE VI funds as quickly as possible. Staff submitted an updated HOPE VI Revitalization Plan to use the HOPE VI funds to construct some affordable rental housing units on the Williamstown site. Staff had a series of discussions with the Miami Field Office on the Revitalization Plan and options to combine the remaining HOPE VI funds with Replacement Housing Factor funds to finance the construction of the affordable housing units. This proposal was one of the options discussed at the LHA Board Workshop held on March 16, 2015. A copy of the submittal was included with the April 2015 Recovery Plan Update.

Annual Budget/Agency Update

A copy of the Corrective Action Plan is submitted to the HUD-Miami office for review and comment on a monthly basis. HUD has approved the Corrective Action Plan and recommended acceptance by the LHA Board. The Board provided acceptance at the January 2013 meeting. Periodic updates on the status of items in the Corrective Action Plan are given to the Board on a minimum quarterly basis. A copy of the most recently updated Corrective Action Plan is included with this month's report. To date, 72 of the 73 items identified by the Forensic Audit and emphasized in the Corrective Action Plan have been completed. The update was also submitted to HUD-Miami and HUD-Jacksonville Field Offices.

The LHA Recovery Plan update is a standard part of the Board agenda.

Agency Plan

The Miami Field Office provided their approval of the Agency Plan in February 2015. A copy of the approval letter was included with the February 2015 Board packet. Public meetings on the amendments to the Plan were held in February and March of 2015. The amendments to the Plan were submitted to the U.S. Department of Housing and Urban Development Miami Field Office for review and approval.

Other Activities

The Recovery Plan and 2015 Budget were approved by the LHA Board of Commissioners at the October board meeting. The Plan was revised as instructed by the Board and submitted to the HUD-Miami Field Office. Staff is still waiting on comments from HUD.

As stated in the May Recovery Plan update memo, a Request to Amend the Previous Approval for the disposition of the 10th Street property was submitted to the HUD SAC office. The HUD SAC has assigned a staff person to review the request. LHA Attorney, Ric Gilmore, outreached

Secretary's Report

June 2015

to the SAC for a status update. Last month, the Potential Buyer reconfirmed their commitment to buy the property as soon as HUD approval is obtained.

I continue to have conversations with Willie Horton, Special Assistant to the President of Detroit Tigers, Inc and his local partners. Mr. Horton was interested in partnering with LHA on some community activities. His non-profit organization is providing free tickets for seniors to attend Lakeland Flying Tigers and Tampa Bay Rays baseball games. LHA's contribution to the partnership is to provide transportation to the games.

LHA Executive staff met with the Resident Advisory Board on May 28, 2015. The upcoming elections and training for the RAB were among the topics discussed. A copy of the meeting minutes is included with this report.

I met with Judy Haggins, Resident Advisory Board member for Carrington Place Apartments (formerly known as Dakota Park). We walked the property together and discussed housing issues and resident concerns at the property. The property issues identified by Ms. Haggins were addressed by staff.

I met with representatives of WellCare about partnering with LHA for services to our residents. WellCare provides referral services for persons on Medicare and Medicaid. They also hold health and information fairs where they distribute free domestic products. All of WellCare services are provided at no expense to the residents.

LHA has also scheduled a Homeowners Association meeting with homeowners of the Lake Ridge Community for Tuesday, June 16, 2015. The meeting will be held at the Lake Ridge Community Center. The homeowners were advised of LHA's donation for surveillance equipment at the May Neighborhood Watch meeting.

I and my Executive staff along with Steve Boyington and other members of the Wallis Murphey Boyington firm attended a Public Hearing on the Williamstown project at City Hall. We received positive feedback from the Zoning Board and City staff regarding what is required for the project to be approved by the City. LHA plans for the new community to serve the near elderly or persons age 55 and older.

I also was also inducted in the Polk County Public Schools Hall of Fame on June 5, 2015. The ceremony was held at the Lake Ashton County Club in Lake Wales as a part of the Hall of Fame and Honors Graduates Banquet.

Respectfully submitted,

Benjamin Stevenson

Secretary

**LAKELAND HOUSING AUTHORITY
CORRECTIVE ACTION PLAN**

In May 2012, representatives from the Miami Field Office, Office of Public Housing (OPH) conducted a Limited Financial Management Review (LFMR) of the Lakeland Housing Authority (LHA). The LFMR resulted in three (3) findings and three (3) observations. Due to the nature of the Findings, OPH recommended that LHA engage a third party firm to conduct a forensic audit. LHA used a competitive Request for Proposals process to procure forensic audit services from NKA Contractors, LLC (NKA). NKA issued their findings on September 3, 2012. The special forensic audit procedures identified 22 findings and nine (9) weaknesses throughout various LHA departments. Additionally, LHA is in receipt of seven (7) findings from the Independent Auditor's Report by Berman Hopkins Wright & Laham for December 31, 2011. The Corrective Action Plan is a summary of proactive measures that LHA proposes to implement in order to cure findings as outlined by each audit.

Item #	Source Document	Classification	Issue	Action Required or Recommendation	Action Taken	Expected Completion	Status	Responsible Party	Category
73	LHA Audited Financials for 2012	2012-005 Special Tests and Provisions - General Depository Agreement	Low Rent Public Housing, CFDA Number 14.850 Housing Voucher Cluster Condition: During our audit of the Authority's accounts with financial institutions, we noted that the Authority had failed to enter into depository agreements with every financial institution handling accounts containing federal monies.	The Authority must execute Form HUD-51999 with all financial institutions where the Authority has funds and monitor the collateral levels for compliance with the General Depository Agreement on a least a monthly basis to ensure that the Authority's deposits are fully protected as required.	The forms have been completed. LHA has an executed depository agreement with each financial institution handling accounts containing federal monies. During the NRA review that occurred April 22-24, 2014, the auditors outlined that the Depository Agreements that LHA has on file for HCVP are not acceptable. The agreements are signed but not dated. Additionally, the auditors expressed concerns in reference to the bank fees. On June 17, 2014, Wells Fargo sent LHA the executed form HUD-51999 for the Public Housing Master Account and Section 8. Staff continues to negotiate with the banks to eliminate the fees and obtain agreements that are acceptable to HUD. LHA issued a RFP for Banking Services in April 2015. A contractor should be selected in June	1/15/2014 6/30/2014	Complete In Progress	E. Hall w/Finance V. Brown w/Development and Ray Coury w/IFH Solutions	GDA

**LAKELAND HOUSING AUTHORITY
CORRECTIVE ACTION PLAN**

Item #	Source Document	Classification	Issue	Action Required or Recommendation	Action Taken	Expected Completion	Status	Responsible Party	Category
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Summary of Terms

- 1.) Finding: A deficiency that represents a violation of statutory or regulatory requirements, for which sanctions or other corrective actions are authorized, and which, therefore, necessitates immediate remedial action.
- 2.) Observation: Maybe a general comment, or may be a deficiency in program performance, which does not result in a violation of statutory or regulatory requirement, but which could, if not addressed, result later in a finding.
AMP = Asset Management
- 3.) Projects
BOC = Board of
- 4.) Commissioners
5.) COA = Chart of Accounts
COCC = Central Office Cost
- 6.) Center
7.) CYE = Calendar Year End
EIV = Enterprise Income
- 8.) Verification

FDS = Financial Data System or
- 9.) Financial Data Schedule
10.) FMR = Fair Market Rents
GAAP = Generally Accepted
- 11.) Accounting Principles
GAAS = Generally Accepted
- 12.) Audited Standards
GDA = General Depository
- 13.) Agreements
14.) GL = General Ledger
HCV = Housing Choice
- 15.) Voucher

IFRS = International Financial
- 16.) Reporting Standards
17.) NRA = Net Restricted Asset
- 18.) OPH = Office of Public Housing
OFFP = Operating Fund
- 19.) Financing Program
- 20.) PIC = PIH Information Center
- 21.) PIH = Public and Indian Housing
- 22.) RCS = Rent Comparability Study
- 23.) SAS = Statement on Audit Standards
- 24.) SOP = Standard Operating Procedures
- 25.) TARs = Tenant Account Receivables
- 26.) UMLs = Unit Months Leased
- 27.) VASH = Veterans Affairs Support of Housing
- 28.) VMS = Voucher Management System



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June 8, 2015

Ellis Henry, Director
U.S. Department of Housing and Urban Development
Office of Public Housing
Charles Bennett Federal Building
400 West Bay Street, Suite 1015
Jacksonville, FL 32202-4410

RE: Updated Corrective Action Plan

Dear Mr. Henry:

Enclosed for your review is the most recently updated Corrective Action Plan (CAP) for the Lakeland Housing Authority (LHA). There are no new update(s) to the CAP. But current document shows that there is only one incomplete item remaining in the CAP. In that regard, please note Item #73 will be completed sometime this month with the selection of a Banking Services partner.

Please do not hesitate to have staff contact Valerie Brown if you have questions or require additional information. Ms. Brown can be reached at (863) 687-2911, x216.

Sincerely,

A handwritten signature in blue ink, appearing to read "Benjamin Stevenson", is written over a light blue horizontal line.

Benjamin Stevenson
Executive Director

cc: Valerie Brown
Project Files

Enclosure(s)

MINUTES
Resident Advisory Board Meeting
The Housing Authority of the City of Lakeland
Board Room
Thursday, May 28, 2015

The Resident Advisory Board of the Housing Authority of the City of Lakeland met on Thursday, May 28, 2015 at 10:00 a.m. at Lakeland Housing Authority, 430 Hartsell Avenue, Lakeland, Florida.

Resident Advisory Board: Judith Haggins – Carrington Place
Katrina Holston – Colton Meadow
Karen Rudolph – Westlake Apartments
Brenda Anderson – Manor at West Bartow
Tonya Mitchell – John Wright

LHA Staff Benjamin Stevenson
Valerie Brown
Carlos Pizarro
Dayen Valentine
Annette Brown

The meeting was called to order at 10:15 a.m. by Benjamin Stevenson, Executive Director

Mr. Stevenson allowed each person attending to introduce themselves.

ELECTIONS

Mr. Stevenson stated that the next Resident Advisory Board election will be open and that everybody is encouraged to run. It is a general election and persons may run by write-in. Men and Women on the Move and Faith Home Health Care Services will be assisting with the elections. The housing authority will not participate in the election process; it will be done by independent third parties. The election is currently planned for some time in the month of June; however the date has not yet been determined. All members will be notified by letter and phone calls when the date has been set. The new Advisory Board members will take office in September at the close of the current election period.

Mr. Stevenson stated that the LHA's number one objective was to meet the needs of our residents.

Ms. Holston made a suggestion that we collect bios from the candidates that will be running for office. Mr. Stevenson stated that the main concern was to be certain all the names were posted.

Karen Rudolph suggested that a commissioner be present during the elections. She stated that a commissioner was present for a past election. She said she would provide the name of the commissioner that was present for the last election. Mr. Stevenson stated that if a commissioner was present, it was on his own initiative. If LHA invited commissioners to the elections it would fall under the Florida Sunshine and everything would need to be publicly noticed. Mr. Pizarro stated that

it is against HUD regulations for commissioners or employees of LHA to be involved with the elections.

Mr. Pizarro started to discuss the handouts he provided from the HUD website regarding the Resident Advisory Board roles and responsibilities. Mr. Stevenson stated with regard to questions regarding the availability of stipends, a decision has been made to hold off until further assessment can be done in view of past RAB activity. Ms. Judith Haggins stated that no mention had been made in previous meetings regarding stipends or dollars available or an agency plan prior to this meeting. Mr. Stevenson stated that stipends could have negative ramifications to the residents because the stipends would have to be reported as income which could cause the resident's rent to increase. He also stated that the gas cards went away because they were tied to the ROSS Grant. LHA no longer receives the ROSS funds. Mr. Stevenson also stated that the public housing subsidy has to be spent on resident services and programs. The subsidy and stipends only apply to public housing properties and not to the other properties that LHA manages.

Ms. Pizarro stated there are 172 units which qualify for the public housing subsidy of \$25 per year per unit (proration at 76% = \$11.40/unit/yr.). Ms. Rudolph stated that she was unaware of this information and questioned why it was not disseminated. Mr. Pizarro stated that this information is readily available in the budget information under resident services which everyone is privy to. He also stated that for the properties to access the funding they have to elect a Resident Council at each of the properties. They also need to elect officers of the council. He also stated that if anyone needed to access funding for resident activities, they need to contact Ms. Katrina Holston to do so.

Some RAB members questioned the composition of the RAB. Mr. Stevenson stated that when he arrived there were only four members of the RAB and they all lived at the same property. Mr. Stevenson wanted one representative from each of the properties so that everyone would have an equal voice in the process. Thus, the reason for the current composition of the RAB.

Ms. Valerie Brown stated we need to follow the agenda format for documentation purposes. Ms. Haggins stated that there was a lot of animosity between the RAB and LHA and that she hoped that things were now heading in the right direction. She said she was concerned about providing services for the youth and seniors. Mr. Stevenson stated that Ms. Holston is in charge of arranging and scheduling these services/programs. The RAB members need to coordinate all resident activities with her.

Ms. Coleman stated that she appreciated the bus that is provided for the seniors at the Manor at West Bartow. She stated that the seniors are taking full advantage of this service. Ms. Rudolph inquired about the bus and stated she was not aware that the bus was available. Mr. Stevenson stated that some residents some residents of West Lake use the service. Mr. Stevenson suggested that Ms. Rudolph give the names of seniors who want to participate in the programs to Ms. Holston.

Ms. Holston stated that she is putting together a new list of places for the seniors to go.

Mr. Pizarro further elaborated on the handouts he provided with regard to the difference between the Residents Advisory Board and a Resident Council. LHA currently do not have a Resident Council. A Resident Council has to be selected by the residents of the property and LHA cannot be involved in the election or selection process. By-laws have to be established, bank accounts established etc. Mr. Stevenson stated that the Resident Council will not replace the RAB but could in fact participate in the RAB meetings. Mr. Pizarro further stated that the RAB activities are limited to

those stated in the HUD handout. Mr. Stevenson stated that there are plans to redevelop the West Lake property.

Ms. Haggins requested clarification from Mr. Pizarro about the relationship between the LHA and the RAB. Ms. Haggins stated her concern is that Ms. Holston being an LHA employee is on the RAB and whatever is discussed is brought back to the LHA. She wanted to know if it was a conflict of interest being she is employed by LHA. Mr. Stevenson stated there is no conflict. Ms. Holston participates as an alternate for the property where she resides. Other residents inform the Executive Director of “activities” at the properties. He also stated that it is Ms. Holston’s job to report on resident activities. Ms. Brown clarified that the RAB only gives input into the Agency Plan and has no access to funding. The public also has a right to provide input on the Agency Plan.

Mr. Stevenson said LHA is planning the RAB elections and schedule training. Mr. Pizarro stated that between now and September, LHA staff will meet with the RAB to go over the Agency Plan. The RAB needs to become vocal about what to add to the Residency Plan. He stated the RAB must read the Agency Plan and give comments so that their suggestions can become a part of the Agency Plan and be approved by the Board. The Agency Plan is what has the power to get something done at the properties. If it’s in the Agency Plan, it will get done. Ms. Brown stated that some items take precedence over others depending on their importance with regard to safety or curb appeal. A life safety situation trumps other needs. She stated it’s better for LHA staff to meet with the RAB as a group so that everyone is aware of the needs and how funding is directed.

OTHER BUSINESS AND COMMENTS

Mr. Stevenson stated that with regard to work orders, until we get system in place where residents can submit work order request on line, staff needs to give them a work order number so that their requests can monitored and tracked. The property manager should contact the residents with work order numbers and advise whether or not the request is an emergency or non-emergency.

Police should be called if any drug activity is observed at the properties.

The meeting adjourned at 12:02 p.m.

Benjamin J. Stevenson, Secretary

**OPERATION AND ADMINISTRATION
REPORTS**

AFFORDABLE HOUSING REPORT

◀ Housing Report

◀ FSS & Resident Activities

Affordable Housing Department Board Report June Meeting 2015

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

Updates for the month of May:

- The LHA website includes many new features that are now available at the www.lakelandhousing.org.
- The Housing Authority received its final HUD PHAS score. The agency received the **“High Performer designation for fiscal year 2014”**.

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
5/31/2015	98.71%	6/05/2015

Program Demographics (Note: the following statistics show a comparison between Florida and the City of Lakeland)

Resident Characteristics Report as of May 31, 2015 for Public Housing and Section 8 Average FL is Florida and FL011 is Lakeland Housing Authority

Effective Dates Included : **February 01, 2014 through May 31, 2015**

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

Units Information

HA	50058 Received
FL	131,463
FL011 - LAKELAND	1,558

Income Information

Distribution of Average Annual Income as a % of 50058 Received

HA	Extremely Low Income, Below 30% of Median		Very Low Income, 50% of Median		Low Income, 80% of Median		Above Low Income, 81%+ of the Median		Geo-Coded Income Data Not Available In PIC Data Systems	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
FL	90,128	68	26,184	20	6,844	5	596	0	8,038	6
FL011 - LAKELAND	907	58	377	24	99	6	10	1	169	11

Average Annual Income (\$)

HA	Average Annual Income
FL	12,898
FL011 - LAKELAND	12,480

Distribution of Annual Income as a % of 50058 Received

HA	\$ 0	\$1 - \$5,000	\$5,000 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	Above \$25,000
FL	2	12	36	20	13	8	10
FL011 - LAKELAND	4	10	35	23	13	7	8

*Distribution of Source of Income as a % of 50058 Received ** Some families have multiple sources of income ***

HA	With any wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With No Income
FL	34	40	59	26	1
FL011 - LAKELAND	30	28	61	25	2

TTP/Family Type Information

Distribution of Total Tenant Payment as a % of 50058 Received

HA	\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
FL	0	0	8	6	12	44	15	15
FL011 - LAKELAND	0	0	9	5	13	46	16	12

Average Monthly TTP (\$)

HA	Average Monthly TTP
FL	301
FL011 - LAKELAND	289

Distribution of Family Type as a % of 50058 Received

HA	Elderly,	Elderly,	Non-	Non-	Elderly,	Elderly,	Non-	Non-	Female Headed
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	No Children, Non-Disabled		with Children, Non-Disabled		elderly, No Children, Non-Disabled		elderly, with Children, Non-Disabled		No Children, Disabled		with Children, Disabled		elderly, No Children, Disabled		elderly, with Children, Disabled		Household with Children	
	Cou nt	Perc ent	Cou nt	Perc ent	Cou nt	Perc ent	Cou nt	Perc ent	Cou nt	Perc ent	Cou nt	Perc ent	Cou nt	Perc ent	Cou nt	Perc ent	Count	Percent
FL	12,347	9	547	0	14,950	11	52,891	40	22,436	17	1,009	1	19,537	15	8,073	6	59,406	45
FL011 - LAKELAND	137	9	4	0	96	6	697	45	258	17	13	1	232	15	125	8	806	52

Average TTP by Family Type (\$)

HA	Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-elderly, No Children, Non-Disabled	Non-elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-elderly, No Children, Disabled	Non-elderly, with Children, Disabled	Female Headed Household with Children	
	Count	Count	Count	Count	Count	Count	Count	Count	Count	Percent
FL	288	432	275	327	264	375	266	366	330	330
FL011 - LAKELAND	264	643	246	301	271	343	259	360	310	310

Family Race/Ethnicity Information

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

HA	White Only	Black/African American Only	American Indian Or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
	Count	Count	Count	Count	Count	Count	Count	Count	Count
FL	39	60	0	0	0	0	0	0	0
FL011 - LAKELAND	36	63	0	0	0	0	0	0	0

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

HA	Hispanic or Latino	Non - Hispanic or Latino
FL	27	73
FL011 - LAKELAND	21	79

Household Information

Distribution by Household Members Age as a % of Total Number of Household Members

HA	0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
FL	40,040	12	106,079	33	107,860	33	29,090	9	35,693	11	5,473	2
FL011 - LAKELAND	569	14	1,535	37	1,312	32	293	7	406	10	42	1

Distribution by Household Size as a % of 50058 Received

HA	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons	9 persons	10+ persons
FL	39	21	16	12	7	3	1	0	0	0
FL011 - LAKELAND	34	21	15	16	8	3	2	1	0	0

Total Household Members and Average Household Size

HA	Total Number of Household Members	Average Household Size	Total Number of Households
FL	324,245	2.5	131,790
FL011 - LAKELAND	4,157	2.7	1,562

Distribution by Number of Bedrooms as a % of 50058 Received

HA	0 Bedrooms	1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
FL	5	26	33	28	7	1
FL011 - LAKELAND	0	22	39	29	9	0

Length of Stay Information

Distribution by Length of Stay as a % of 50058 Received (currently assisted families)

HA	Less than 1 year		1 to 2 years		2 to 5 years		5 to 10 years		10 to 20 years		Over 20 years	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
FL	20,063	15	10,292	8	26,747	20	33,602	25	34,574	26	6,078	5

Housing Choice Voucher Program Report

• **Tenant-Based Waitlist**

As of May 31, 2015, the Housing Choice Voucher tenant based waiting list contained seventy five (75) applicants.

• **VASH Waitlist**

As of May 31, 2015, the Veteran Affairs Supportive Housing waiting list contained three (3) applicants.

• **Project-Based Waitlist – The Manor at West Bartow**

As of May 31, 2015, Lakeland Housing Authority project-based waiting list for the Manor at West Bartow contained twenty (20) applicants.

• **Project-Based Waitlist – Villas at Lake Bonnet**

As of May 31, 2015, Lakeland Housing Authority project-based waiting list for the Villas at Lake Bonnet contained one hundred six (106) applicants.

• **Project-Based Waitlist - Habitat for Humanity**

As of May 31, 2015, Lakeland Housing Authority project-based waiting list for Habitat for Humanity contained one (1) applicant.

• **Port Outs**

LHA currently has eighteen (18) port-outs in the month of May. Port outs are clients that use their voucher in another jurisdiction.

• **Port Ins**

LHA currently has thirteen (13) port ins for the month of May. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

• **Lease-up & Movers**

As of May 31, 2015, Lakeland Housing Authority issued eight (8) vouchers to movers. We received ten (10) Requests for Tenancy Approvals during the month of May. We processed eleven (11) unit transfers, one (1) initial move-in, and zero (0) port-in.

- **Active Clients**

As of May 31, 2015, LHA is servicing 1,245 families on the Housing Choice Voucher program.

- **EOP – End of Participation**

LHA processed zero (0) EOP's with a date effective the month of May 2015. Below are the reasons for leaving the program:

Reason	Number
Termination – Criminal	0
Termination – Unreported income and/or family composition	0
Left w/out notice	0
No longer need S/8 Assistance	0
Deceased	0
Landlord Eviction	0
Lease and/or Program Violations non-curable	0
Voucher Expired	0

- **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
05/31/2015	98.29%	06/05/2015

- **General information and activities for the month of April 2015**

- The Housing Choice Voucher Department processed one hundred and forty six (146) annual certifications.
- A total of one hundred and six (106) Housing Quality Standards (HQS) inspections were conducted.



Reports from the Communities

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 (Note: two units are down due to a broken sprinkle flooded these units, insurance company is working on the case)

Item	WestLake	WestLake Addition	Cecil Gober	John Wright	Carrington Place	Renaissance	Villas Lake Bonnet	Colton Meadow	Manor at West Bartow
Occupancy 99% averaged	100%	98%	100%	100%	98%	99%	100%	100%	98%
Down units due to modernization/ Insurance									2-Flood
Vacant units	0	1	0	0	2	1	0	0	2
Current rents:									
1 bedroom	387	425	481	N/A	N/A	613	N/A	N/A	699
2 bedrooms	443	508	N/A	526	736	736	627	627	801
3 bedrooms	543	576	N/A	579	850	850	709	709	N/A
4 bedrooms	581	N/A	N/A	N/A	949	949	N/A	780	N/A
5 bedrooms	N/A	N/A	N/A	N/A	1047	N/A	N/A	N/A	N/A
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No
Number of Annual Certifications done	11	14	4	1	1	34	15	11	8

Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Lovett Johnson	Lovett Johnson	Jennifer Robinson	Jennifer Robins on	Jennifer Robinso n
Comments	Monthly residents meeting. Tobacco free seminar.	Monthly residents meeting.	Monthly residents meeting, Health Fair and movie day. Trip to the Flea market for the residents.	Monthly residents meeting and free tax returns.	Monthly resident meeting, weekly activities for children and a senior outing. Trip to Peltz Shoe store in Brandon for children.	Health Screenings, movie day, birthday celebrations, resident meetings and daily feeding. Filed trip, and art classes for kids.	Monthly residents meetings and Tutoring: Weekly; each Wednesday from 4pm to 6pm	Monthly residents meetings and Tutoring: Weekly; each Wednesday from 4pm to 6pm. Health Fair.	Monthly residents meeting and community yard sale, bingo daily, Field trip, craft and movie night and Dinner and brunch.

Family Self-Sufficiency Program and Resident Activities
(May 2015 activities)

- **West Lake Apartments**

May was another busy month at our computer lab. We Care Services has provided programs that allowed our residents to participate in mock interviews. They created professional resumes and cover letters. These services are available every Wednesday and Thursday from 11am – 2pm. We are now open for our residents Monday – Thursday 10am – 1pm.

- Kids House Summer Vacation Program will be held at 501 Hartsell Avenue #45 by Christel Graham. Breakfast & lunch will be provided. Games, prizes, field trips and lots of fun.

- Kids Club

Pastor Teresa and her ministry team from Victory Church has closed out their weekly 2015 session. They will provide one week of Circle J Camp for each of our communities this summer. Their bus will pick up and drop off at our Community Center.



- Prodigy

Girls Incorporated has kicked off their summer session of dance & art lessons. They have also added a drama class for our tweens & teens on Tuesday & Thursday evenings.

- Brains & Basket Ball

We are currently still recruiting youth between the ages of 14-18 from within our community to join the team. Games will be held at West Lake Community Center Basketball Court.

- **Job Search/Florida ACCESS Center**

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

- **Cecil Gober Villa's**

Our residents are very pleased with the remodeling of their community center. We have new carpet and curtains, which gives it a very warm feeling.

Summer is rapidly approaching at our May residents meeting we discussed several ideas for enjoyable indoor activities that will be incorporated into our weekly outings.

- **Colton Meadow Apartments**

On May 20th Molina Health Care & We Care Services joined us for a mini health fair. Our residents came out to have their blood pressures and glucose check. Also received information on services provided by Molina Health Care, and received free promotional gifts.

KIRM (Keeping It Real Ministries) will be providing a summer program for our community, Monday – Friday 7:30am – 5:30 pm. This program will provide daily devotions, recreation, reading, and trips. Program Manager Mozell Axxon.

- **Carrington Place**

On May 20th Molina Health Care & We Care Services joined us for a mini health fair. Our residents came out to have their blood pressures and glucose check. Also received information on services provided by Molina Health Care, and received free promotional gifts.

Our Shadows Instructional Youth Program facilitated by Ms. Katherine Ellerbe will provide a summer program for our community. She has several great activities, and trips planned for the summer.

- **Family Self Sufficiency**

We would like to congratulate one of our West Lake residents, Ms. Barbara White on Employment. She has been faithful in attending our monthly workshops. She utilized our clothing closet for attire for her interview. Having acquired new interviewing skills from the FSS Monthly Workshops. She felt confident that she was prepared to interview, she went for it and landed the job!

- **Lakeland Housing City-Wide Residents Organization (CWRO)**

Our Resident Advisory Board 2015-2016 Election date is scheduled for Tuesday, July 7th 10am-4pm. This election will be conducted by Men & Women on the Move Outreach, Inc. & We Care Services, Inc.

- We are currently looking for a contractor to teach Volley Ball @ Colton Meadows, Football @ Carrington Place and Basketball @ West Lake.

Respectfully,

Carlos R. Pizarro An

Carlos R. Pizarro, Vice-President of Affordable Housing

ADMINISTRATION REPORT

ADMINISTRATION REPORT

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie Brown, VP of Administration

DATE: June 15, 2015

RE: April 2015 Financial Statements

I have attached the Statements of Operations, Balance Sheets and Cash Flows for April 2015 for the following entities:

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

These statements are unaudited and compiled from LHA Finance.

Valerie Brown

Valerie Brown, PMP
VP of Administration
Lakeland Housing Authority



Monthly Statement of Operations Narrative Summary Report

RE: For the current month and four months (Year to Date) ended April 30, 2015

Summary report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):
 - A. COCC has a negative cash flow year to date of \$9,941. The negative cash flow resulted from the lump sum payment that was made to the fee accounting firm as part of the settlement agreement. The Net Operating Income (NOI) should recover over the course of the year as costs associated with a third party fee accounting firm was budgeted as a monthly expense to this cost center.
 - B. COCC received reimbursements from the HUD and DOL grants this reporting period; which allowed the subaccount for this cost center to have a positive balance for April 2015. However, staff will have to continue to investigate mechanisms for maintaining positive balances within this subaccount.
2. Public Housing (AMP 1: West Lake Apartments, John Wright Homes and Cecil Gober Villas):
 - A. AMP 1 financial report shows a Year to Date net income gain of \$29,484. Expenses continue to be lower than expected.
3. Section 8 Housing Choice Voucher Program:
 - A. Grant income for the program continues to be lower than anticipated. However, the problem with the interface between Paychex and Yardi has been resolved. The program is now current on reimbursements from HUD for its FSS Coordinator grant.
4. The Manor at West Bartow:
 - A. The Manor at West Bartow Year to Date net operating income is a positive \$32,575. The overall expenses were higher than expected due to an increase in work orders and water damage to the units resulting from a sprinkler head that was disturbed by one of the residents.
5. Colton Meadow LLLP:
 - A. Colton Meadow Apartments Year to Date net operating income is a positive \$45,331 and the overall expenses continue to be lower than expected.
6. Bonnet Shores LLLP:
 - A. Villas at Lake Bonnet Year to Date net operating income is a positive \$21,447 and the overall expenses are lower than expected.
7. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place:
 - A. Carrington Place Year to Date net operating income is a positive \$38,216. HUD inadvertently doubled the subsidy for operations in March 2015. This resulted in HUD withholding operating subsidy for the property in April.
8. Renaissance at Washington Ridge LTD., LLLP:
 - A. The net NOI for Renaissance at Washington Ridge is negative due to higher than anticipated utility and HAP expenses.

Conclusion: Although several properties experienced a net operating loss for the reporting period, the overall financial health of the agency continues to improve. Staff will have to continue to implement cost saving measures to stay ahead of the budget.



LAKELAND HOUSING AUTHORITY
Grant Report
Updated as of April 30, 2015

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHHOLD	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	532,317.00	503,043.30	59,936.70
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	311,236.16	282,465.06	44,948.94
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	102,655.00	98,011.89	153,526.11
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	21,907.50	16,803.50	324,200.50
				CFP Subtotal:	1,482,936.00	1,334,642.40	968,115.66	900,323.75	582,612.25
Replacement Housing Factor	(HUD)								
RHF - 2009(a)		09-15-09	10-29-15	07-27-17	282,108.00	253,897.20	0.00	0.00	282,108.00
RHF - 2009(b)		04-02-10	10-29-15	10-29-17	149,804.00	134,823.60	0.00	0.00	149,804.00
RHF - 2010		07-15-10	10-29-15	10-29-17	441,385.00	397,246.50	0.00	0.00	441,385.00
RHF - 2011		08-03-11	10-29-15	10-29-17	380,321.00	342,288.90	0.00	0.00	380,321.00
RHF - 2012(a)		03-12-12	10-29-15	10-29-17	185,485.00	166,936.50	0.00	0.00	185,485.00
RHF - 2012(b)		03-12-12	10-29-15	10-29-17	70,661.00	63,594.90	0.00	0.00	70,661.00
RHF - 2013(a)		09-09-13	09-08-15	09-08-17	208,904.00	188,013.60	0.00	0.00	208,904.00
RHF - 2013(b)		09-09-13	09-08-15	09-08-17	62,529.00	56,276.10	0.00	0.00	62,529.00
RHF - 2014		05-13-14	05-12-16	05-12-18	185,710.00	167,139.00	0.00	0.00	185,710.00
				RHF Subtotal:	1,966,907.00	1,770,216.30	0.00	0.00	1,966,907.00
HOPE VI	(HUD)	04-05-00		12-31-17	21,842,801.00	19,658,520.90	19,908,767.13	19,908,767.13	1,934,033.87
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 Subtotal:		250,000.00	225,000.00	250,000.00	250,000.00	0.00
Resident Opportunities and Self Sufficiency	(HUD)								
ROSS - Family Self Sufficiency 2014		09-29-14	02-13-16		104,856.00	94,370.40	33,485.98	33,485.98	71,370.02
ROSS - Family Self Sufficiency 2013		07-01-13	07-01-14		52,084.00	46,875.60	52,084	52,084.00	0.00
ROSS - Service Coordinator 2011		09-22-11	09-29-14		140,838.00	126,754.20	140,838	140,838.00	0.00
			ROSS Subtotal:		297,778.00	268,000.20	226,407.98	226,407.98	71,370.02
YouthBuild	(DOL)	06-01-11	05-31-15		997,492.00	897,742.80	997,492.00	997,492.00	0.00
			YouthBuild Subtotal:		997,492.00	897,742.80	997,492.00	997,492.00	0.00
YouthBuild (new)	(DOL)	08-11-14	12-10-2017		974,124.00	876,711.60	33,528.80	67,836.32	906,287.68
			YouthBuild Subtotal:		974,124.00	876,711.60	33,528.80	67,836.32	906,287.68
21st Century	(DOE)	08-01-13	07-31-14		324,331.00	291,897.90	199,395.53	199,395.50	124,935.50
			21st Century Subtotal:		324,331.00	291,897.90	199,395.53	199,395.50	124,935.50

**Lakeland Housing Authority
Central Office Cost Center
Statement of Operations
For the Current Month and Four Months Ended April 30, 2015**

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	-	-	-	#DIV/0!	(131)	-	(131)	#DIV/0!	-
Public Housing & Sec 8 Management Income	44,359	49,019	(4,660)	-9.51%	178,086	196,076	(17,990)	-0.09	588,229
Other Income	2,450	-	2,450	#DIV/0!	12,650	-	12,650	#DIV/0!	-
Grants Salary Cont.(YB-Director)	1,000	1,000	-	0	4,000	4,000	-	0.00	12,000
Capital Fund Operations (1406)	5,000	5,000	-	0.00%	20,000	20,000	-	0.00	60,000
Capital Fund Allocation (1410)	3,000	3,000	-	0.00%	12,000	12,000	-	0.00	36,000
Total Revenue	55,809	58,019	(2,210)	-3.81%	226,606	232,076	(5,470)	-2.36%	696,229
Administrative Expenses	76,495	54,486	22,008	40.39% 1	216,480	217,945	(1,465)	-0.67%	653,836
Utility Expense	212	264	(52)	-19.86% 2	3,190	1,056	2,134	202.10%	3,168
Maintenance Expense	5,446	1,221	4,224	345.82% 2	14,785	4,886	9,899	202.61%	14,658
General Expenses	-	1,148	(1,148)	-100.00% 2	-	4,594	(4,594)	-100.00%	13,781
Total Expense before depreciation	82,152	57,120	25,031	43.82%	234,455	228,481	5,974	2.61%	685,442
Operating Income (Loss) before Depreciation	(26,343)	899	(27,242)	-3030.66%	(7,849)	3,596	(11,445)	-318.31%	10,787
Depreciation	523	133	-	0.00%	2,092	532	1,560	293.23%	1,596
Total Expense	82,675	57,253	25,031	43.72%	236,547	229,013	7,534	3.29%	687,038
Net Operating Income (Loss)	(26,866)	766	(27,242)	-	(9,941)	3,064	(13,005)	(0)	9,191

Comments

- 1 Administrative expenses exceeded the budget due to the settlement agreement with BDO. Costs associated with fee accounting services were paid in one lump sum instead of monthly.
- 2 Variable Expenses

**Lakeland Housing Authority
Central Office Cost Center**

**Balance Sheet
April 30, 2015**

ASSETS

Unrestricted Cash	
Cash Operating 1	21,474.62
Total Unrestricted Cash	<u>21,474.62</u>
Clearing	-500.00
TOTAL CASH	<u>20,974.62</u>
ACCOUNTS AND NOTES RECEIVABLE	
Due from Public Housing General	-27,131.36
A/R - ROSS/HUD	77,085.24
Due from Hampton Hills	650.00
Due from Arbor Manor LTD	1,099.00
Due from West Lake Management, LLC	-93,293.75
A/R - 21st Century/DOE	67,831.11
Due from Youthbuild-DOL2011	14,144.81
A/R - Youthbuild DOL 2014	163,691.93
A/R - Capital Fund Grants/HUD	32,000.00
Due from Villas at Lake Bonnet	405.03
A/R - Twin Lakes LLLP	139.00
Due from Development-General	18,103.67
Due from Section 8 HCV	15,605.43
TOTAL DUE FROM	<u>270,330.11</u>
A/R-Youthbuild Non-Grant	4,000.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>274,330.11</u>
OTHER CURRENT ASSETS	
Prepaid Software Licenses	1,521.48
TOTAL OTHER CURRENT ASSETS	<u>1,521.48</u>
TOTAL CURRENT ASSETS	<u>296,826.21</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Furniture & Fixtures	11,858.60
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-14,379.00
Intangible Assets	
TOTAL FIXED ASSETS (NET)	<u>20,062.44</u>
TOTAL NONCURRENT ASSETS	<u>20,062.44</u>
TOTAL ASSETS	<u>316,888.65</u>

LIABILITIES & EQUITY

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	5,044.37
State Unemployment Tax	1,156.10
Workers Compensation	19,139.66
401 Plan Payable	14,160.17
457 Plan Payable	253.92
Aflac Payable	1,232.58
Health Insurance Payable	-17,294.14
Accrued Audit Fees	10,000.00
Due to Federal Master	2,831,247.32
Due to (17) Renaissance Family Non-ACC	30,400.00
Due to Polk County Developers, Inc.	253,800.00
Due to Central Office Cost Center	80,964.53
Accrued Compensated Absences-Current	13,222.48
TOTAL CURRENT LIABILITIES	<u>3,243,326.99</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	24,556.03
TOTAL NONCURRENT LIABILITIES	<u>24,556.03</u>

TOTAL LIABILITIES

3,267,883.02

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	-2,950,994.37
TOTAL RETAINED EARNINGS:	<u>-2,950,994.37</u>

TOTAL EQUITY

-2,950,994.37

TOTAL LIABILITIES AND EQUITY

316,888.65

Lakeland Housing Authority
Central Office Cost Center
Changes in Cash
For the Current Month and Four Months Ended April 30, 2015

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	-3,026.86	21,474.62	24,501.48
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-3,026.86	21,474.62	24,501.48
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	-6,877.38	21,474.62	28,352.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-6,877.38	21,474.62	28,352.00

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Program Administration
For the Current and Four Months Ended April 30, 2015

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue	52,082	55,773	(3,690)	-6.62%		202,794	223,090	(20,296)	-9.10%	669,271
Other Income	1,396	9	1,387	15126.69%	1	3,467	37	3,431	9356.52%	110
Total Revenue	53,478	55,782	(2,304)	-4.13%		206,262	223,127	(16,865)	-7.56%	669,381
Administrative Expenses	46,389	52,465	(6,076)	-11.58%	2	210,496	209,860	636	0.30%	629,579
Utility Expense	759	723	37	5.07%		1,803	2,890	(1,087)	-37.62%	8,670
Maintenance Expense	11,001	1,454	9,546	656.49%		11,955	5,817	6,139	105.54%	17,450
General Expenses (Insurance, etc.)	-	130	(130)	-100.00%		(1,133)	521	(1,654)	-317.30%	1,564
Total Expense before Depreciation	58,149	54,772	3,377	6.17%		223,121	219,088	4,033	1.84%	657,263
Operating Income (Loss) before Depreciation	(4,671)	1,010	(5,681)	-562.56%		(16,859)	4,039	(20,899)	-517.37%	12,118
Depreciation	344	-	344			1,375	-	1,375		-
Total Expense	58,493	54,772	3,721	6.79%		224,496	219,088	5,408	2.47%	657,263
Net Operating Income (Loss)	(5,015)	1,010	(6,025)	-596.59%		(18,234)	4,039	(22,273)	-551.40%	12,118

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Housing Assistance Payments (HAP)
For the Current and Three Months Ended March 31, 2015

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	672,116	669,176	2,940	0.44%		2,717,191	2,676,705	40,486	1.51%	8,030,116
Port In HAP Reimbursements Received	8,649	35,000	(26,351)	-75.29%	3	28,427	140,000	(111,573)	-79.69%	420,000
Other income	-	-	1,396	0.00%		16	-	16	0.00%	-
Total Revenue	680,765	704,176	(23,411)	-3.32%		2,745,634	2,816,705	(71,071)	-2.52%	8,450,116
Housing Assistance Payments	701,133	660,000	41,133	6.23%		2,804,748	2,640,000	164,748	6.24%	7,920,000
Tenant Utility Reimbursement	22,889	22,424	465	2.07%		95,153	89,696	5,457	6.08%	269,088
Port Out HAP Payments	4,925	15,390	(10,465)	-68.00%	4	27,042	61,560	(34,518)	-56.07%	184,680
FSS Escrow Payments	5,693	6,326	(633)	-10.01%		24,462	25,304	(843)	-3.33%	75,912
Total Expense	734,640	704,140	30,500	4.33%		2,951,404	2,816,560	134,844	4.79%	8,449,680
Net Operating Income (Loss)	(53,875)	36	(53,911)	0.00%	6	(205,770)	145	(205,915)	0.00%	436

Comments

- 1 Variance reflects revenue from port-ins that was not factored into the original budget.
- 2 Variance is higher than budgeted due to temporary help needed, however, some of these expenses will be charged to other departments.
- 3 Reimbursement is lower than anticipated due to LHA absorbing the clients.
- 4 Expenses are lower due to port-outs being less than what was initially anticipated by the budget.

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Balance Sheet
as of April 30, 2015

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		CURRENT LIABILITIES	
Cash Operating 1	19,607.89	A/P Vendors and Contractors	-35,690.56
Cash Operating 2B	-24,855.66	Accrued Audit Fees	45,000.00
Cash Operating 3	54,560.09	Due to Federal Master	180,561.29
Total Unrestricted Cash	49,312.32	Due to Section 8	460,019.00
Restricted Cash		Due to Central Office Cost Center	7,605.43
Cash Restricted - FSS Escrow	164,713.00	Tenant Prepaid Rents	3,041.34
Total Restricted Cash	164,713.00	State of FL Unclaimed Funds	33,224.76
		Accrued Compensated Absences-Cur	4,108.72
		Accrued FSS Escrow Short Term	14,379.73
TOTAL CASH	214,025.32	TOTAL CURRENT LIABILITIES	712,249.71
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants	27,972.55	NONCURRENT LIABILITIES	
AR-Formal Agreements	4,706.04	Accrued Compensated Absences-LT	7,630.47
Due from Public Housing General	3,600.00	FSS Due to Tenant Long Term	156,026.27
Due from Section 8 Mainstream	-36,785.43	TOTAL NONCURRENT LIABILITIES	163,656.74
Due from Section 8 VASH	89,253.00		
Due from The Manor at West Bartow	248,801.00		
Due from Section 8 Tenant Protection Vouchers	145,084.00	TOTAL LIABILITIES	875,906.45
Due from PortProp	15,477.80		
Due from Portpay	-1,811.37		
TOTAL DUE FROM	463,619.00		
A/R-Other Government	1,109.67		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	497,407.26		
OTHER CURRENT ASSETS			
Prepaid Software Licenses	7,268.84		
TOTAL OTHER CURRENT ASSETS	7,268.84		
TOTAL CURRENT ASSETS	718,701.42		
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Furniture & Fixtures	26,461.08	Retained Earnings-Unrestricted Net /	-145,721.86
Accum Depreciation- Misc FF&E	-17,383.91	TOTAL RETAINED EARNINGS:	-145,721.86
Intangible Assets			
TOTAL FIXED ASSETS (NET)	9,077.17	TOTAL EQUITY	-145,721.86
Non-Dwelling Equipment	2,406.00		
TOTAL NONCURRENT ASSETS	11,483.17		
TOTAL ASSETS	730,184.59	TOTAL LIABILITIES AND EQUITY	730,184.59

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Changes in Cash
For the Current and Four Months Ended April 30, 2015

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	40,057.31	19,607.89	-20,449.42
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	31,346.22	-24,855.66	-56,201.88
Cash Operating 3	52,780.81	54,560.09	1,779.28
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8 Voucher	0.00	0.00	0.00
Cash Restricted-Security Deposits	0.00	0.00	0.00
Cash Restricted - FSS Escrow	137,278.46	164,713.00	27,434.54
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	261,462.80	214,025.32	-47,437.48

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	70,739.82	19,607.89	-51,131.93
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	106,663.18	-24,855.66	-131,518.84
Cash Operating 3	49,918.24	54,560.09	4,641.85
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8 Voucher	0.00	0.00	0.00
Cash Restricted-Security Deposits	0.00	0.00	0.00
Cash Restricted - FSS Escrow	147,478.14	164,713.00	17,234.86
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	374,799.38	214,025.32	-160,774.06

**Lakeland Housing Authority
Public Housing (AMP 1)
Statement of Operations
For the Current and Four Months Ended April 30, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	23,810	24,107	(297)	-1.23%	1	93,618	96,428	(2,810)	-2.91%	289,285
Other Tenant Income	83	8,946	(8,862)	-99.07%	2	1,925	35,783	(33,858)	-94.62%	107,348
Government Subsidy Income	62,830	56,115	6,715	11.97%		230,509	224,460	6,049	2.69%	673,380
Interest Income Restricted	2,818	2,820	(2)	-0.08%		11,272	11,281	(9)	-0.08%	33,844
Other Income	29	160	(132)	-82.17%		156	642	(485)	-75.64%	1,925
Total Revenue	89,570	92,149	(2,578)	-2.80%		337,480	368,594	(31,114)	-8.44%	1,105,783
Administrative Expenses	46,082	49,042	(2,961)	-6.04%		131,410	196,169	(64,759)	-33.01%	588,506
Tenant Services Expenses	504	1,052	(549)	-52.14%	3	1,122	4,209	(3,087)	-73.34%	12,628
Utility Expense	6,159	8,380	(2,221)	-26.50%	3	34,757	33,518	1,239	3.70%	100,554
Maintenance and Development Expense	25,070	23,655	1,416	5.98%		85,300	94,619	(9,319)	-9.85%	283,858
General Expenses	7,360	7,422	(61)	-0.83%		30,789	29,687	1,103	3.72%	89,060
Housing Assistance Payments	2,930	2,500	430	17.20%	4	7,118	10,000	(2,882)	-28.82%	30,000
Transfer Out	-	-	-	#DIV/0!		17,500	-	17,500	#DIV/0!	-
Operating expense before Depreciation	88,105	92,050	(3,946)	-4.29%		307,996	368,202	(77,706)	-21.10%	1,104,606
Net Operating Income (Loss)	1,466	98	1,368	1394.44%	5	29,484	392	46,591	11875.54%	1,177
Depreciation	34	66,917	(66,883)	-99.95%		34	267,668	(267,634)	-99.99%	803,004
Total Expenses	88,139	158,967	(70,829)	-44.56%		308,031	635,870	(345,339)	-54.31%	1,907,610
Net Income (Loss)	1,432	(66,819)	68,251	-102.14%		29,449	(267,276)	314,225	-117.57%	(801,827)

Comments

- 1 177 Public Housing units (West Lake Apartments, Cecil Gober Villas and John Wright Homes)
- 2 Variance reflects less damage to units.
- 3 Variable expenses where actual costs are less than budgeted.
- 4 HAP expenses that were higher than budgeted.
- 5 NOI is higher than anticipated.

**Lakeland Housing Authority
Public Housing (AMP 1)
Balance Sheet
April 30, 2015**

ASSETS

Cash Operating 1	1,827,707.22
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	1,828,507.22
Restricted Cash	
Cash Restricted-Security Deposits	51,227.74
Cash Restricted - FSS Escrow	23,319.55
Total Restricted Cash	74,547.29
TOTAL CASH	1,903,054.51
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	33,316.50
Allowance for Doubtful Accounts-Tenants	-21,904.17
AR-Formal Agreements	862.89
Due from West Lake	-5,579.23
Due from West Lake Addition	-10,308.72
Due from John Wright Homes	982.60
Due from Cecil Gober	-19,640.99
A/R - ROSS/HUD	-10,939.97
Due from Hampton Hills	7,278.80
Due from West Lake Management, LLC	124,711.11
A/R - 21st Century/DOE	235,944.97
Due from Youthbuild-DOL2011	-93,433.79
A/R - Safety & Security Grant	407.74
Due from Development-General	445,998.01
Due from Cecil Gober, LLLP	2,655.02
Due From Public Housing Reserve	20,270.00
Due from Section 8 HCV	180,561.29
Due from Central Office Cost Center	2,813,331.55
TOTAL DUE FROM	3,692,238.39
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	151,485.00
A/R - Colton Meadow	2,818.00
Hampton Hills Operating Subsidy Receivable	-10,928.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	5,611,610.61
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	1,000.00
Prepaid Expenses and Other Assets	4,819.54
Prepaid Insurance	52,186.69
Prepaid Software Licenses	2,213.66
Insurance Deposit	37,400.00
Utility Deposit - Electric	2,600.00
TOTAL OTHER CURRENT ASSETS	100,219.89
TOTAL CURRENT ASSETS	7,614,885.01
NONCURRENT ASSETS	
FIXED ASSETS	
Land	1,466,869.23
Buildings	387,372.77
Machinery & Equipment	6,687.73
Automobiles	149,853.20
Site Improvement-Infrastructure	582,079.00
Accum Depreciation-Buildings	-9,075,728.43
Accum Depreciation- Misc FF&E	-59,973.27
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
TOTAL FIXED ASSETS (NET)	-7,124,918.77
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	3,934,551.27
Dwelling Structures	5,068,651.47
Dwelling Equipment	26,489.50
Non-Dwelling Structures	526,046.24
Non-Dwelling Equipment	622,929.94
TOTAL NONCURRENT ASSETS	3,126,005.47
TOTAL ASSETS	10,740,890.48

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	30,950.39
Tenant Security Deposits	50,813.00
Security Deposit-Pet	1,200.00
Accrued PILOT	57,167.92
Accrued Audit Fees	31,666.40
Due to Federal Master	-42,145.73
YouthBuild Funds on Hand	39,881.04
HOPE VI Funds on Hand	249,952.85
Due to LPHC General	303,000.00
Due to Section 8	3,600.00
Due to Magnolia Pointe	155,869.65
Due to Central Office Cost Center	-67,931.70
Hampton Hills Subsidy Payable	10,928.00
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	5,887.08
Accrued Compensated Absences-Current	2,349.71
TOTAL CURRENT LIABILITIES	810,818.60
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	4,363.74
FSS Due to Tenant Long Term	23,319.55
TOTAL NONCURRENT LIABILITIES	27,683.29
TOTAL LIABILITIES	838,501.89
EQUITY	
RETAINED EARNINGS	
Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	4,234,335.59
TOTAL RETAINED EARNINGS:	9,902,388.59
TOTAL EQUITY	9,902,388.59
TOTAL LIABILITIES AND EQUITY	10,740,890.48

**Lakeland Housing Authority
Public Housing (AMP 1)
Changes in Cash
For the Current and Four Months Ended April 30, 2015**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	1,878,692.16	1,827,707.22	-50,984.94
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	-300.00	0.00	300.00
Cash Restricted-Security Deposits	53,913.00	51,227.74	-2,685.26
Cash Restricted - FSS Escrow	36,749.00	23,319.55	-13,429.45
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	1,969,054.16	1,902,254.51	-66,799.65

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	1,821,543.99	1,827,707.22	6,163.23
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,713.00	51,227.74	-1,485.26
Cash Restricted - FSS Escrow	39,601.36	23,319.55	-16,281.81
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	1,913,858.35	1,902,254.51	-11,603.84

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Statement of Operations
For the Current and Four Months Ended April 30, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,740	11,675	1,066	9.13%	1	49,530	46,699	2,831	6.06%	140,096
Other Tenant Income	1,006	765	241	31.56%		2,535	3,060	(525)	-17.16%	9,180
Government Subsidy	-	8,564	(8,564)	-100.00%	2	35,490	34,256	1,234	3.60%	102,768
Other Income	1	1	(0)	-21.60%		4	5	(1)	-17.80%	15
Total Revenue	13,748	21,005	(7,257)	-34.55%		87,559	84,020	3,539	4.21%	252,059
Administrative Expenses	4,012	6,010	(1,998)	-33.24%		15,137	24,041	(8,904)	-37.04%	72,123
Tenant Services Expense	166	104	61	59.03%		173	417	(243)	-58.41%	1,250
Utility Expense	1,994	1,698	295	17.40%		4,696	6,793	(2,097)	-30.87%	20,379
Maintenance Expense	3,019	4,103	(1,084)	-26.43%	3	12,172	16,412	(4,240)	-25.83%	49,235
General Expenses	863	2,607	(1,744)	-66.89%	3	(3,639)	10,429	(14,068)	-134.90%	31,287
Housing Assistance Payments	156	1,102	(946)	-85.84%	3	877	4,408	(3,531)	-80.10%	13,224
Financing Expenses	5,883	2,562	3,321	129.63%	4	19,927	10,248	9,678	94.44%	30,745
Operating Expenses before Depreciation	16,093	18,187	(2,094)	-11.51%		49,343	72,747	(23,405)	-32.17%	218,242
Net Operating Income (Loss)	(2,345)	2,818	(5,163)	-183.22%		38,216	11,272	26,944	239.03%	33,816
Depreciation & Amortization	2,199	2,199	(0)	0.00%		8,795	8,795	(0)	0.00%	26,386
Reimburse Replacement Reserves	-	-	-	#DIV/0!		(1,775)	-	(1,775)	0.00%	-
Capital Replacement Items	981	-	981	#DIV/0!		1,516	-	1,516	#DIV/0!	-
Total Expense	19,272	21,366	(1,113)	-5.21%		61,428	81,543	(23,664)	-29.02%	244,628
Net Income (Loss)	(5,525)	(361)	(6,144)	1700.10%		26,130	2,477	23,653	954.97%	7,431

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units.
- 2 HUD inadvertently doubled the subsidy for March 2015. This resulted in HUD withholding subsidy for the property in April 2015.
- 3 Variance reflects lower than budgeted expense.
- 4 Budget did not include financing expense related to HOPE VI Mortgage Note.

Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Balance Sheet
as of April 30, 2015

ASSETS

Unrestricted Cash	
Cash Operating 1	5,386.17
Total Unrestricted Cash	<u>5,386.17</u>
Restricted Cash	
Cash Restricted-Security Deposits	9,707.26
Cash Restricted-Reserve for Replacement	23,999.41
Total Restricted Cash	<u>33,706.67</u>
TOTAL CASH	39,092.84
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	7,197.40
Allowance for Doubtful Accounts-Tenants	-619.65
Due from Dakota Park Non-ACC	11,935.58
Due from LPHC	550.00
TOTAL DUE FROM	<u>11,935.58</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	19,063.33
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	500.00
Prepaid Expenses and Other Assets	0.53
Prepaid Insurance	19,078.92
Prepaid Software Licenses	500.28
Utility Deposit	7,060.00
TOTAL OTHER CURRENT ASSETS	<u>27,139.73</u>
TOTAL CURRENT ASSETS	85,295.90
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Machinery & Equipment	280.00
Accum Depreciation-Buildings	-74,336.88
Accum Depreciation- Misc FF&E	-93.28
Intangible Assets	
Loan Costs	28,340.90
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,363.00
AA Monitoring Fees	-24,584.00
AA Loan Costs	-12,885.00
TOTAL FIXED ASSETS (NET)	<u>885,462.74</u>
TOTAL NONCURRENT ASSETS	885,462.74
TOTAL ASSETS	<u>970,758.64</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	3,558.55
Tenant Security Deposits	9,549.00
Accrued Property Taxes	1,726.50
Accrued Interest - HOPE VI	444,612.79
Accrued - Developer Fee	149,859.50
Accrued Interest Payable	1,719.34
Accrued Audit Fees	14,433.48
Due to (13) Dakota Park Public Housing	12,602.25
Due to West Lake Mgmt.	12,600.63
Tenant Prepaid Rents	-605.79
TOTAL CURRENT LIABILITIES	<u>650,056.25</u>
NONCURRENT LIABILITIES	
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - SunTrust	358,565.70
Permanent Loan - LHA	101,380.00
TOTAL NONCURRENT LIABILITIES	<u>1,299,490.34</u>
TOTAL LIABILITIES	<u>1,949,546.59</u>
EQUITY	
Capital - LP	-1,219,110.00
Capital - GP2	240,496.13
TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-174.08
TOTAL RETAINED EARNINGS:	<u>-174.08</u>
TOTAL EQUITY	<u>-978,787.95</u>
TOTAL LIABILITIES AND EQUITY	<u>970,758.64</u>

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Changes in Cash
For the Current and Four Months Ended April 30, 2015**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	11,523.42	5,386.17	-6,137.25
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	9,707.26	9,707.26	0.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	24,180.69	23,999.41	-181.28
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	45,411.37	39,092.84	-6,318.53

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	6,334.13	5,386.17	-947.96
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	8,294.06	9,707.26	1,413.20
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	24,619.22	23,999.41	-619.81
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	39,247.41	39,092.84	-154.57

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Statement of Operations
For the Current and Four Months ending April 30, 2015

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	57,465	57,884	(419)	-0.72%	1	230,803	231,536	(732)	-0.32%	694,607
Other Tenant Income	2,596	2,420	176	7.27%		6,101	9,680	(3,579)	-36.97%	29,039
Government Subsidy	14,756	30,792	(16,036)	-52.08%	2	98,115	123,168	(25,053)	-20.34%	369,504
Other Income	175	3,010	(2,834)	0.00%		944	12,039	(11,095)	0.00%	36,117
Total Revenue	74,992	94,106	(19,113)	-20.31%		335,963	376,422	(40,460)	-10.75%	1,129,267
Administrative Expenses	24,508	30,743	(6,235)	-20.28%		107,318	122,970	(15,652)	-12.73%	368,910
Tenant Services	397	250	147	58.77%		405	1,000	(595)	-59.55%	3,000
Utility Expense	11,652	6,436	5,215	81.03%	3	25,229	25,745	(516)	-2.00%	77,236
Maintenance Expense	23,363	27,831	(4,468)	-16.05%		128,207	111,325	16,881	15.16%	333,976
General Expenses	6,298	6,995	(697)	-9.97%		26,670	27,981	(1,311)	-4.69%	83,943
Housing Assistance Payments	3,234	2,043	1,191	58.30%	3	9,175	8,172	1,003	12.27%	24,516
Financing Expenses	13,452	13,550	(98)	-0.72%		50,724	54,201	(3,477)	-6.42%	162,602
Operating Expense before Depreciation	82,904	87,849	(4,944)	-5.63%		347,727	351,394	(3,667)	-1.04%	1,054,183
Net Operating Income (Loss)	(7,912)	6,257	(14,169)	-226.45%		(11,765)	25,028	(36,793)	-147.01%	75,084
Depreciation & Amortization	60,979	61,574	(595)	-0.97%		243,916	246,296	(2,380)	-0.97%	738,888
Capital Replacement Items	1,841	6,619	(4,778)	-72.18%	4	7,632	26,475	(18,843)	-71.17%	79,424
Reimburse Replacement Reserves	-	(6,619)	6,619	-100.00%	4	(8,300)	(26,475)	18,175	-68.65%	(79,424)
Total Expense	145,724	149,423	(3,698)	-2.47%		607,575	597,690	(6,715)	-1.12%	1,793,071
Net Income (Loss)	(70,732)	(55,317)	(15,415)	27.87%		(271,612)	(221,268)	(50,344)	22.75%	(663,804)

Comments

- 1 Consists of 109 low and moderate income family and senior apartment units and 87 Tax Credit units.
- 2 Subsidy received from HUD has been less than budgeted due to more efficient operations.
- 3 Variance reflects higher utility expenses and HAP payments than budgeted.
- 4 Variance reflects items that will be reimbursed from the Replacement reserves and supplies needed due to the high number of work orders and the preventative maintenance plan schedule.

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Balance Sheet
April 30, 2015

ASSETS

Unrestricted Cash	
Cash Operating 1	189,399.94
Petty Cash	300.00
Total Unrestricted Cash	<u>189,699.94</u>
Restricted Cash	
Cash Restricted-Security Deposits	49,201.55
Cash Restricted - FSS Escrow	2,256.00
Cash Restricted-Reserve for Replacement	158,588.03
Restricted Cash - Partnership Devmt	1,188.87
Restricted Cash - OA Reserve	76,214.89
Restricted Cash - AA Reserve	46,977.53
Investment 1	254,593.02
Investment 2	253,980.34
Total Restricted Cash	<u>843,000.23</u>
Clearing	1,833.13
TOTAL CASH	<u>1,034,533.30</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	31,879.88
Allowance for Doubtful Accounts-Tenants	-26,223.11
AR-Formal Agreements	-500.00
Due from Renaissance Fam PH	179,250.52
Due from Renaissance Sr. PH	-3,226.67
Due from Renaissance FAM Non ACC	23,815.92
Due from Renaissance Senior Non ACC	-96,565.19
Due from LPHC	550.00
Due from West Lake Management, LLC	7,000.00
Due from Central Office Cost Center	30,400.00
TOTAL DUE FROM	<u>140,674.58</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>146,381.35</u>
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	1,000.00
Prepaid Insurance	51,287.84
Prepaid Software Licenses	2,451.27
Utility Deposit - Electric	20,500.00
TOTAL OTHER CURRENT ASSETS	<u>75,239.11</u>
TOTAL CURRENT ASSETS	<u>1,256,153.76</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Buildings	21,088,272.28
Machinery & Equipment	150,483.39
Furniture & Fixtures	596,259.09
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-5,826,764.30
Accum Depreciation- Misc FF&E	-770,818.60
Accum Depreciation-Infrastructure	-1,379,243.60
Intangible Assets	
Loan Costs	137,065.70
Monitoring Fees	131,658.00
AA Compliance Fees	-3,655.00
AA Monitoring Fees	-101,848.93
AA Loan Costs	-111,527.00
TOTAL FIXED ASSETS (NET)	<u>16,292,237.18</u>
TOTAL NONCURRENT ASSETS	<u>16,292,237.18</u>
TOTAL ASSETS	<u>17,548,390.94</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	6,457.68
Tenant Security Deposits	45,718.39
Security Deposit-Pet	1,700.00
Accrued Interest - HOPE VI	388,821.31
Accrued - Developer Fee	1,308,453.00
Accrued Audit Fees	16,950.00
Due to (14) Renaissance Family Public Housing	-3,226.67
Due to (15) Renaissance Senior Public Housing	106,801.25
Due to (17) Renaissance Family Non-ACC	-300.00
Due to West Lake Mgmt.	-18,176.76
HAP Overpayments	649.00
Tenant Prepaid Rents	1,054.37
Accrued Compensated Absences-Current	4,506.85
TOTAL CURRENT LIABILITIES	<u>1,859,408.42</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	8,369.86
FSS Due to Tenant Long Term	3,484.00
Notes Payable-LT	381,200.32
Permanent Loan - HOPE VI	2,200,000.00
Permanent Loan - SunTrust	617,849.77
TOTAL NONCURRENT LIABILITIES	<u>3,210,903.95</u>
TOTAL LIABILITIES	<u>5,070,312.37</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	6,951,274.41
Capital - GP2	7,123,264.00
TOTAL CONTRIBUTED CAPITAL	<u>14,074,538.41</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-1,596,459.84
TOTAL RETAINED EARNINGS:	<u>-1,596,459.84</u>
TOTAL EQUITY	<u>12,478,078.57</u>
TOTAL LIABILITIES AND EQUITY	<u>17,548,390.94</u>

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Changes in Cash
For the Current and Four Months Ended April 30, 2015

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	244,131.35	189,399.94	-54,731.41
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	48,751.55	49,201.55	450.00
Cash Restricted - FSS Escrow	2,256.00	2,256.00	0.00
Cash Restricted-Reserve for Replacement	152,092.86	158,588.03	6,495.17
Restricted Cash - Partnership Devmt	1,188.84	1,188.87	0.03
Restricted Cash - OA Reserve	76,211.76	76,214.89	3.13
Restricted Cash - AA Reserve	46,975.60	46,977.53	1.93
Investment 1	254,506.76	254,593.02	86.26
Investment 2	253,902.47	253,980.34	77.87
Total Cash	1,080,017.19	1,032,400.17	-47,617.02

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	320,566.98	189,399.94	-131,167.04
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	46,687.44	49,201.55	2,514.11
Cash Restricted - FSS Escrow	881.00	2,256.00	1,375.00
Cash Restricted-Reserve for Replacement	154,370.45	158,588.03	4,217.58
Restricted Cash - Partnership Devmt	1,188.75	1,188.87	0.12
Restricted Cash - OA Reserve	76,202.36	76,214.89	12.53
Restricted Cash - AA Reserve	46,969.82	46,977.53	7.71
Investment 1	254,247.98	254,593.02	345.04
Investment 2	253,668.86	253,980.34	311.48
Total Cash	1,154,783.64	1,032,400.17	-122,383.47

Lakeland Housing Authority
Colton Meadow, LLLP
Statement of Operations
For the Current and Four Months Ended April 30, 2015

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	44,817	44,373	444	1.00%	1	176,424	177,492	(1,068)	-0.60%	532,476
Other Tenant Income	395	1,554	(1,159)	-74.59%		2,455	6,217	(3,762)	-60.51%	18,652
Other Income	-	35	(35)	-100.00%		-	138	(138)	-100.00%	415
Total Revenue	45,212	45,962	(750)	-1.63%		178,879	183,848	(4,969)	-2.70%	551,543
Administrative Expense	11,256	12,717	(1,461)	-11.49%		45,438	50,868	(5,429)	-10.67%	152,603
Tenant Services	-	150	(150)	-100.00%		59	600	(541)	-90.22%	1,800
Utility Expense	6,112	5,465	647	11.84%		22,477	21,861	616	2.82%	65,582
Maintenance Expense	7,755	9,516	(1,761)	-18.51%	2	28,055	38,066	(10,011)	-26.30%	114,197
General Expense	2,769	7,135	(4,365)	-61.19%	2	20,893	28,539	(7,646)	-26.79%	85,617
Financing Expense	3,989	4,212	(223)	-5.29%		16,626	16,848	(222)	-1.32%	50,544
Operating Expense before Depreciation	31,882	39,195	(7,314)	-18.66%		133,548	156,781	(23,233)	-14.82%	470,343
Net Operating Income (Loss)	13,330	6,767	6,564	97.00%	3	45,331	27,067	18,264	67.48%	81,200
Depreciation & Amortization Expense	39,013	38,981	32	0.08%		156,052	155,926	126	0.08%	467,777
Capital Replacement Items	518	1,373	(855)	-62.26%		518	5,493	(4,975)	-90.57%	16,480
Total Expense	71,413	79,550	(8,137)	-10.23%		290,118	318,200	(28,082)	-8.83%	954,600
Net Operating Income (Loss)	(26,201)	(33,588)	7,387	-21.99%		(111,240)	(134,352)	23,113	-17.20%	(403,057)

Comments

- 1 Consists of 72 Tax Credit apartment units. Rent collections are in line with the budget.
- 2 Variance reflects expenses are lower than budgeted.
- 3 Variance reflects higher than anticipated NOI.

Lakeiana Housing Authority
Colton Meadow, LLLP
Balance Sheet
April 30, 2015

ASSETS

Unrestricted Cash	
Cash Operating 1	95,377.02
Petty Cash	225.00
Total Unrestricted Cash	<u>95,602.02</u>
Restricted Cash	
Cash Restricted-Security Deposits	23,430.86
Cash Restricted-Operating Reserve	440,827.29
Cash Restricted-Reserve for Replacement	84,600.00
Cash-Tax & Insurance Escrow	81,893.87
Total Restricted Cash	<u>630,752.02</u>
TOTAL CASH	<u>726,354.04</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	12,714.89
Allowance for Doubtful Accounts-Tenants	-2,722.31
Due from LPHC	550.00
Due from Colton Meadow GP, Inc.	101,151.61
TOTAL DUE FROM	<u>101,151.61</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>111,694.19</u>
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	1,000.00
Prepaid Expenses and Other Assets	6,393.86
Prepaid Insurance	351.55
Prepaid Software Licenses	834.59
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>13,580.00</u>
TOTAL CURRENT ASSETS	<u>851,628.23</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	856,353.89
Building Acquisition	2,010,000.00
Building Improvements	5,802,500.00
Machinery & Equipment	67,970.48
Automobiles	15,484.50
Furniture & Fixtures	1,503,657.00
Site Improvement-Infrastructure	1,496,187.97
Accum Depreciation-Buildings	-1,966,688.20
Intangible Assets	
Amortization Tax Credit Fees	60,288.00
Monitoring Fees	208,695.00
TOTAL FIXED ASSETS (NET)	<u>10,233,872.64</u>
Site Improvement	16,364.00
Non-Dwelling Structures	28,019.32
Non-Dwelling Equipment	60,262.45
TOTAL NONCURRENT ASSETS	<u>10,338,518.41</u>
TOTAL ASSETS	<u>11,190,146.64</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	12,160.00
Tenant Security Deposits	24,100.00
Security Deposit-Pet	1,100.00
Accrued Property Taxes	10,860.80
Accrued Interest Payable	17,547.69
Accrued Audit Fees	12,710.00
Due to West Lake Mgmt.	-3,801.30
Due to Polk County Developers, Inc.	362,901.17
Tenant Prepaid Rents	2,466.02
Accrued Compensated Absences-Current	3,757.60
First Mortgage - TCAP	1,231,424.00
Tax Credit Exchange Program (TCEP)	7,370,157.40
HOME Funds	115,899.60
Mortgage Note Payable	450,845.00
TOTAL CURRENT LIABILITIES	<u>9,612,127.98</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	6,978.41
Developer Fee Payable - PCHD	197,907.00
TOTAL NONCURRENT LIABILITIES	<u>204,885.41</u>
TOTAL LIABILITIES	<u>9,817,013.39</u>
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	167,801.13
TOTAL RETAINED EARNINGS:	<u>167,801.13</u>
TOTAL EQUITY	<u>1,373,133.25</u>
TOTAL LIABILITIES AND EQUITY	<u>11,190,146.64</u>

Lakeland Housing Authority
Colton Meadow, LLLP
Changes in Cash
For the Current and Four Months Ended April 30, 2015

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	84,209.87	95,377.02	11,167.15
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	25,723.13	23,430.86	-2,292.27
Cash Restricted-Operating Reserve	440,827.29	440,827.29	0.00
Cash Restricted-Reserve for Replacement	82,800.00	84,600.00	1,800.00
Cash-Tax & Insurance Escrow	74,166.10	81,893.87	7,727.77
Total Cash	707,726.39	726,129.04	18,402.65

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	70,267.26	95,377.02	25,109.76
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	24,750.00	23,430.86	-1,319.14
Cash Restricted-Operating Reserve	440,827.29	440,827.29	0.00
Cash Restricted-Reserve for Replacement	77,400.00	84,600.00	7,200.00
Cash-Tax & Insurance Escrow	50,982.79	81,893.87	30,911.08
Total Cash	664,227.34	726,129.04	61,901.70

**Lakeland Housing Authority
Bonnet Shores, LLLP
Statement of Operations
For the Current and Four Months Ended April 30, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	51,666	49,823	1,843	3.70%	1	199,910	199,292	617	0.31%	597,877
Other Tenant Income	4,950	1,325	3,625	273.66%		6,885	5,299	1,586	29.93%	15,897
Total Revenue	56,616	51,148	5,469	10.69%		206,794	204,591	2,203	1.08%	613,774
Administrative Expense	11,197	13,263	(2,066)	-15.57%		55,549	53,050	2,498	4.71%	159,151
Tenant Services	-	208	(208)	-100.00%		-	833	(833)	-100.00%	2,500
Utility Expense	4,687	4,547	139	3.07%		19,685	18,188	1,497	8.23%	54,565
Maintenance Expense	9,874	10,119	(245)	-2.42%		36,579	40,477	(3,898)	-9.63%	121,431
General Expense	8,440	8,432	8	0.09%		32,963	33,727	(763)	-2.26%	101,180
Financing Expense	9,658	10,327	(669)	-6.48%		40,572	41,309	(737)	-1.78%	123,927
Operating Expense before Depreciation	43,856	46,896	(3,040)	-6.48%		185,348	187,585	(2,237)	-1.19%	562,754
Net Operating Income (Loss)	12,760	4,252	8,509	200.13%	2	21,447	17,006	4,440	26.11%	51,019
Depreciation & Amortization Expense	47,465	47,465	0.07	0.00%		189,860	189,860	0.27	0.00%	569,579
Capital Replacement Items	600	1,373	(773.33)	-56.31%		3,100	5,493	(2,393.33)	-43.57%	16,480
Reimburse Replacement Reserve	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Total Expense	91,921	95,734	(3,814)	-3.98%		378,308	382,938	(4,630)	-1.21%	1,148,813
Net Income (Loss)	(35,305)	(44,587)	9,282	-20.82%		(171,514)	(178,347)	6,833	-3.83%	(535,040)

Comments

- 1 75 apartment units, Tax Credit and Section 8 Vouchers. Tenant rent income is in line with the budget.
- 2 Year to date NOI is a positive \$21,447.

Lakeland Housing Authority
Bonnet Shores, LLLP
Balance Sheet
April 30, 2015

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		LIABILITIES	
Cash Operating 2	301,566.07	CURRENT LIABILITIES	
Petty Cash	225.00	A/P Vendors and Contractors	3,923.33
Total Unrestricted Cash	301,791.07	Tenant Security Deposits	24,525.00
Restricted Cash		Security Deposit Clearing Account	1,358.81
Cash Restricted-Security Deposits	22,725.00	Security Deposit-Pet	500.00
Cash Restricted-Operating Reserve	460,094.78	Accrued Property Taxes	13,719.48
Cash Restricted-Reserve for Replacement	103,125.00	Current Portion of LT Debt	38,193.00
Cash-Tax & Insurance Escrow	55,042.30	Accrued Interest Payable	190,675.11
Total Restricted Cash	640,987.08	Accrued Audit Fees	12,440.00
Clearing	2,302.58	Due to West Lake Mgmt.	1,324.31
		Due to Central Office Cost Center	405.03
TOTAL CASH	945,080.73	Tenant Prepaid Rents	1,664.72
		Accrued Compensated Absences-Current	1,806.82
		First Mortgage - TCAP	3,819,255.00
		HOME Funds	131,028.00
		Mortgage Note Payable	1,009,877.00
ACCOUNTS AND NOTES RECEIVABLE		TOTAL CURRENT LIABILITIES	5,250,695.61
A/R-Tenants	21,850.34		
Allowance for Doubtful Accounts-Tenants	-4,383.28	NONCURRENT LIABILITIES	
Due from Bonnet Shores GP, Inc	7,062.23	Accrued Compensated Absences-LT	3,355.52
TOTAL DUE FROM	7,062.23	Developer Fee Payable - PCHD	320,033.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	24,529.29	TOTAL NONCURRENT LIABILITIES	323,388.52
		TOTAL LIABILITIES	5,574,084.13
OTHER CURRENT ASSETS			
Eviction Escrow Acct.	500.00	EQUITY	
Prepaid Expenses and Other Assets	4,780.44	CONTRIBUTED CAPITAL	
Prepaid Insurance	10,723.26	Capital - LP	6,812,347.00
Prepaid Software Licenses	854.31	GP Equity	-162.00
Utility Deposit	5,000.00	Syndication Costs	-40,000.00
TOTAL OTHER CURRENT ASSETS	21,858.01	TOTAL CONTRIBUTED CAPITAL	6,772,185.00
TOTAL CURRENT ASSETS	991,468.03	RETAINED EARNINGS	
		Retained Earnings-Unrestricted Net Assets	-660,978.70
NONCURRENT ASSETS		TOTAL RETAINED EARNINGS:	-660,978.70
FIXED ASSETS		TOTAL EQUITY	6,111,206.30
Land	300,000.00	TOTAL LIABILITIES AND EQUITY	11,685,290.43
Buildings	11,447,110.83		
Automobiles	24,477.33		
Furniture & Fixtures	423,152.78		
Site Improvement-Infrastructure	679,255.00		
Accum Depreciation-Buildings	-1,803,783.50		
Accum Depreciation- Misc FF&E	-387,938.00		
Accum Depreciation-Infrastructure	-196,236.00		
Intangible Assets			
Loan Costs	41,419.00		
Amortization Loan Cost	8,986.00		
Compliance Fees	246,589.00		
Amortization Tax Credit Fees	71,238.04		
TOTAL FIXED ASSETS (NET)	10,693,822.40		
TOTAL NONCURRENT ASSETS	10,693,822.40		
TOTAL ASSETS	11,685,290.43		

**Lakeland Housing Authority
Bonnet Shores, LLLP
Changes in Cash
For the Current and Four Months Ended April 30, 2015**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	0.00	0.00	0.00
Cash Operating 2	288,572.76	301,566.07	12,993.31
Cash Operating 3	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	25,027.58	22,725.00	-2,302.58
Cash Restricted-Operating Reserve	460,094.78	460,094.78	0.00
Cash Restricted-Reserve for Replacement	101,250.00	103,125.00	1,875.00
Cash-Tax & Insurance Escrow	48,645.88	55,042.30	6,396.42
Total Cash	923,591.00	942,553.15	18,962.15

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	0.00	0.00	0.00
Cash Operating 2	249,320.93	301,566.07	52,245.14
Cash Operating 3	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	24,625.00	22,725.00	-1,900.00
Cash Restricted-Operating Reserve	460,094.78	460,094.78	0.00
Cash Restricted-Reserve for Replacement	95,625.00	103,125.00	7,500.00
Cash-Tax & Insurance Escrow	29,456.62	55,042.30	25,585.68
Total Cash	859,122.33	942,553.15	83,430.82

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Statement of Operations
For the Current and Four Months Ended April 30, 2015

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	68,875	70,540	(1,665)	-2.36%	1	281,271	282,161	(890)	-0.32%	846,484
Other Tenant Income	-	(485)	485	-100.00%		515	(1,941)	2,456	-126.56%	(5,823)
Other Income	87	85	2	2.43%		390	341	50	14.58%	1,022
Total Revenue	68,963	70,140	(1,178)	-1.68%		282,176	280,561	1,616	0.58%	841,682
Administrative Expenses	14,762	15,947	(1,185)	-7.43%		51,489	63,788	(12,299)	-19.28%	191,363
Tenants Service Expenses	58	300	(242)	-100.00%		58	1,200	(1,142)	-100.00%	3,600
Utility Expense	7,886	8,753	(868)	-9.91%		33,575	35,013	(1,438)	-4.11%	105,040
Maintenance Expense	20,770	10,275	10,495	102.14%	2	50,386	41,101	9,285	22.59%	123,303
General Expenses	4,989	4,208	782	18.58%		18,075	16,830	1,245	7.40%	50,490
Financing Expenses	23,780	24,278	(498)	-2.05%		96,018	97,113	(1,094)	-1.13%	291,339
Operating expense before depreciation	72,245	63,761	8,484	13.31%		249,601	255,045	(5,443)	-2.13%	765,134
Net Operating Income (Loss)	(3,282)	6,379	(9,661)	-151.46%	3	32,575	25,516	7,059	27.67%	76,548
Depreciation & Amortization	41,940	41,940	-	0.00%		167,760	167,760	-	0.00%	503,280
Capital Replacement Items	-	3,291.33	(3,291)	-100.00%		709	13,165.33	(12,457)	-94.62%	39,496
Reimburse Replacement Reserve	-	-	-			-	-	-		-
Transfer In	-	-	-			-	-	-		-
Total Expense	114,185	108,993	5,192	4.76%		418,070	435,970	(17,900)	-4.11%	1,307,910
Net Operating Income (Loss)	(45,222)	(38,852)	(6,370)	16.40%		(135,894)	(155,409)	19,516	-12.56%	(466,228)

Comments

- 1 Consists of 100 Tax Credit and Section 8 Voucher units. Tenant rents are in line with the budget.
- 2 Variance is due to increased work orders and water damage to several units.
- 3 Variance reflects higher than budgeted NOI of \$32,575

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Balance Sheet
April 30, 2015

ASSETS

Unrestricted Cash	
Cash Operating 1	197,369.88
Petty Cash	300.00
Total Unrestricted Cash	<u>197,669.88</u>
Restricted Cash	
Cash Restricted-Security Deposits	9,037.85
Cash Restricted-Operating Reserve	25,155.58
Cash Restricted-Reserve for Replacement	150,606.89
Cash-Tax & Insurance Escrow	53,651.37
Investment 1	228,224.66
Total Restricted Cash	<u>466,676.35</u>
TOTAL CASH	<u>664,346.23</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	10,718.60
Allowance for Doubtful Accounts-Tenants	-2,768.07
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>7,950.53</u>
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	500.00
Prepaid Insurance	1,583.85
Prepaid Software Licenses	1,018.94
Utility Deposit	85.00
TOTAL OTHER CURRENT ASSETS	<u>3,187.79</u>
TOTAL CURRENT ASSETS	<u>675,484.55</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Furn, Fixt, & Equip	1,157,974.64
Accum Depreciation-Buildings	-1,866,194.00
Accum Depreciation- Misc FF&E	-673,181.00
Accum Depreciation-Infrastructure	-207,549.00
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	108,598.00
Compliance Fees	200,558.00
Amortization Tax Credit Fees	77,992.00
TOTAL FIXED ASSETS (NET)	<u>11,989,600.06</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>12,701,197.06</u>
TOTAL ASSETS	<u>13,376,681.61</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	10,119.92
Tenant Security Deposits	8,050.00
Security Deposit Clearing Account	399.98
Security Deposit-Pet	650.00
Accrued Property Taxes	718.28
Accrued Interest NLP Loan	7,103.00
Accrued Audit Fees	15,090.00
Due to West Lake Mgmt.	589.39
HAP Overpayments	28.00
Tenant Prepaid Rents	1,631.74
Accrued Compensated Absences-Current	2,080.38
Mortgage Note Payable	3,167,810.54
Second Mortgage Payable	850,000.00
Third Mortgage Payable	383,370.25
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	1,533,935.77
TOTAL CURRENT LIABILITIES	<u>6,946,198.25</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	3,863.56
TOTAL NONCURRENT LIABILITIES	<u>3,863.56</u>
TOTAL LIABILITIES	<u>6,950,061.81</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	6,936,810.00
GP Equity	-13.00
Special LP Equity	-10.00
Syndication Costs	-30,000.00
TOTAL CONTRIBUTED CAPITAL	<u>6,906,787.00</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-480,167.20
TOTAL RETAINED EARNINGS:	<u>-480,167.20</u>
TOTAL EQUITY	<u>6,426,619.80</u>
TOTAL LIABILITIES AND EQUITY	<u>13,376,681.61</u>

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Changes in Cash
For the Current and Four Months Ended April 30, 2015

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	201,557.25	197,369.88	-4,187.37
Cash Restricted-Security Deposits	9,037.85	9,037.85	0.00
Cash Restricted-Operating Reserve	25,155.58	25,155.58	0.00
Cash Restricted-Reserve for Replacement	148,106.89	150,606.89	2,500.00
Cash-Tax & Insurance Escrow	49,977.37	53,651.37	3,674.00
Investment 1	228,137.45	228,224.66	87.21
Total Cash	661,972.39	664,046.23	2,073.84

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	165,312.29	197,369.88	32,057.59
Cash Restricted-Security Deposits	8,662.85	9,037.85	375.00
Cash Restricted-Operating Reserve	25,155.58	25,155.58	0.00
Cash Restricted-Reserve for Replacement	140,606.89	150,606.89	10,000.00
Cash-Tax & Insurance Escrow	38,082.37	53,651.37	15,569.00
Investment 1	227,884.46	228,224.66	340.20
Total Cash	605,704.44	664,046.23	58,341.79

Administration Department

Board Report June Meeting 2015

I. Authority-Wide Updates

Section 3 and M/WBE: The Housing Authority of the City of Lakeland, Florida (LHA) entered into one (1) amendment and five (5) task orders during this reporting period. This contracting activity has had the following effect on LHA's Section 3 and M/WBE percentages:

- The total dollar volume of work contracted to outside vendors by LHA, or its affiliates, **"increased"** from \$2,555,705 to **\$2,571,295**.
- The total dollar volume of work contracted to M/WBE firms remained **"unchanged"** at **\$907,981**. This equates to 35% of the total dollar volume contracted by LHA.
- Eighteen (18) of the 63 contracts are with M/WBE firms. This represents 29% of the contracts.
- Four (4) of the 63 contracts are with Section 3 Business Concerns; which represents approximately 6% of the contracts.
- Three (3) Section 3 Hires have been employed as part of LHA's existing contracts.

Lake Ridge Homeowners Association: Staff continued to work with the homeowner at N. Florence Avenue to address issues with trespassing and parking. Staff coordinated with the locator services to have utilities marked. Staff also notified families living within the adjacent rental units that there would no longer be public parking at that lot. Staff is scheduled to replace the existing asphalt with a concrete drive the week of June 8, 2015.

The Neighborhood Watch Meeting occurred on Thursday, May 21, 2015 from 6-8 pm. The meeting was held at the Dream Center. The next homeowner association (HOA) meeting is scheduled for **Tuesday, June 16, 2015** at **6 pm**. The meeting will be held at **the Lake Ridge Center**.

LHA 2014 Audited Financials: On May 19, 2015, staff received notification that it had been designated as a High Performer on the Public Housing Assessment System (PHAS) and the Section 8 Housing Choice Voucher Program (SEMAP). The PHAS rating system is based on four major indicators: physical condition, financial condition, management operations, and capital funds. LHA scored 36 out of 40 points for its physical condition. LHA scored 25 out of 25 points for its financial condition demonstrating continuous improvement with the agency receiving its first perfect rating in this category. LHA also scored a perfect 10 out of 10 points in the category of capital funds. This reflects LHA's ability to maintain a high occupancy rate and the efficient and timeliness of its fund obligations. The final PHAS score was 92 out of 100 possible points. This score is a tribute to the dedication and hard work of the LHA community; which consists of LHA staff, Board of Commissioners, and active residents.

II. LHA Portfolio

Arbor Manor

The status of this item remains **"unchanged"**. In summary, staff continues to move forward with disposition of the 17-acre site at Hunterfield despite the fact that the original buyer elected not to move forward with the purchase. This is because the disposition application can be easily amended to reflect a new buyer once approved.

Cecil Gober

Aging-In-Place Design: The Stop Work Order dated July 11, 2013 remains in effect. There are no new items to report.

Aging-In-Place Modernization: There are no updates to provide for this item. This item will remain "On Hold" until revisions to the design are completed.

Tax Credit Application: Staff did not perform any activities related to the tax credit application this reporting period.

Hampton Hills

Homeownership Plan: Representatives from *Solita's House* continued to perform outreach to families living at the 11 remaining houses. Representatives from *Solicta's House* are presently working with staff to coordinate the next Homebuyer Training.

LHA Administration Building

Remediation and Renovation of Administration Building: *Johnson Laux Construction (JLC)* has subcontractors onsite repairing the existing irrigation system. JLC also continues to repair the existing exhaust fan in the loading dock area and are in the process of installing a fresh-air system on the Heating Ventilation Air Condition System. Improvements to the west parking lot are complete.

Tenth Street Property

Staff continues to work with outside counsel to issue the first draft of the Master Development Agreement (MDA) with The Integral Group (TIG). On May 26, 2015, staff met with representatives from TIG to outline a development strategy for the site. A follow up conference call with TIG occurred on Thursday, June 4, 2015.

WestLake

Redevelopment of Westlake: On May 18, 2015, outside counsel emailed the first draft of the Master Development Agreement (MDA) to representatives with the *Housing Trust Group, LLC (HTG)*. Representatives from HTC are in the process of reviewing the agreement.

Williamstown

The **PUD meeting** occurred on **May 19, 2015** at **8:30 a.m.** Staff continued to work with representatives from Wallis Murphey Boyington (WMB) to address neighborhood concerns from the meeting. The next **Planning and Zoning meeting** is scheduled for **8:30 am** in **City Commissioners Chambers** on **June 16, 2015**. City of Lakeland staff plans to recommend approval of the zoning revisions as part of the meeting.

III. Mixed Finance Developments

Colton Meadow

Staff did not perform any activities directly related to Colton Meadow during this reporting period.

Carrington Place (formerly Dakota Park)

Staff did not perform any activities directly related to Carrington Place during this reporting period.

Renaissance

FY 1999 HOPE VI Funds: On April 15, 2015, staff submitted the HOPE VI Revitalization Plan Amendment to HUD with Williamstown as the offsite component of the Renaissance at Washington Ridge HOPE VI. The plan is in the process of being reviewed by HUD. The next step is for staff to submit the corresponding Replacement Housing Factor (RHF) Plan to HUD for approval. This task is still in progress.

Intersection of N. Florida Avenue and W. Tenth Street: The status of this item remains "**unchanged**". In summary, staff received notification that the Developer finalized an agreement with Circle K. Accordingly, representatives from GH&G Florida, LLC (GH&G) will move forward with purchase of the 4.33-acre commercial corner at Renaissance upon approval of the rezoning application by the City of Lakeland. Concurrently, LHA staff continues to work with HUD's Special Application Center (SAC) to obtain approval of the disposition.

Design of Single-Family and Duplex Building for 15 Vacant Lots: During this reporting period, representatives from Wallis Murphey Boyington (WMB) completed 20% of the design for Phase 1 and 2 Construction Documents.

The Manor at West Bartow

Staff did not perform any activities related to the Manor at West Bartow during this reporting period.

Villas at Lake Bonnet

Staff did not perform any activities related to the Villas at Lake Bonnet during this reporting period.

Magnolia Pointe

Staff did not perform any activities related to Magnolia Pointe during this reporting period.



U.S. Department of Housing and Urban
 OFFICE OF PUBLIC AND INDIAN HOUSING
 REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 05/19/2015

PHA Code:	FL011
PHA Name:	HOUSING AUTHORITY OF THE CITY OF LAKELAND
Fiscal Year End:	12/31/2014

PHAS Indicators	Score	Maximum Score
Physical	36	40
Financial	25	25
Management	21	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	92	100
Designation Status:	High Performer	

Published 05/19/2015

Initial published 05/19/2015

Financial Score Details	Score	Maximum Score
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	100.00	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

1. The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
2. Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
3. "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
4. "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
5. PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasintrule.cfm>

...ual cut in the tax on cell-... less than Scott's... funding, a move that is op-
phones and cable television. \$7,176. Sen. Don Gaetz, R-Niceville, posed by the Senate.
Rep. Matt Hudson, R-Na-



LAKELAND HOUSING AUTHORITY RANKS AS HIGH PERFORMER ON ITS PUBLIC HOUSING ASSESSMENT SYSTEM (PHAS) AND SECTION 8 HOUSING CHOICE VOUCHER PROGRAM (SEMAM) FOR FISCAL YEAR 2014

Contact: Carlos Pizarro, Vice-President of Housing at cpizarro@lakelandhousing.org or Valerie Brown, Vice-President of Administration and Finance at vbrown@lakelandhousing.org

FOR IMMEDIATE RELEASE Polk County — The Lakeland Housing Authority (LHA) announced that it has been designated as a High Performer on the Public Housing Assessment System (PHAS) and the Section 8 Housing Choice Voucher Program (SEMAM). These reviews and audits are conducted annually by the U.S. Department of Housing and Urban Development (HUD). HUD's PHAS and SEMAM rating systems measure performance and define acceptable public housing standards for key areas of public housing and Section 8 management. The PHAS rating system is based on four major indicators: physical condition, financial condition, management operations and capital funds. The LHA scored 36 out of 40 points for its physical condition. The LHA also scored 25 out of 25 for its financial condition demonstrating continuous improvement with the agency receiving its first perfect rating in this category. In continuous improvement with the agency receiving its first perfect rating in this category. In increase compared to previous scores in this area. In the category of capital funds, the LHA scored a perfect 10 out of 10 points. This reflects the LHA's ability to maintain a high occupancy rate and the efficient timeliness of its fund obligations, the final PHAS score is 92 out of 100 possible points. Additionally, the Section 8 Program received a final score of 95 out of 100 for its SEMAM review, the SEMAM rating system is based on fourteen major indicators. Overall, the LHA is pleased with its high performer ranking and looks forward to continuing its ascension of the PHAS rating scale. The LHA will continue to monitor its own progress on achieving its goals and objectives using an internal Goals Management Plan that was created for the LHA's most recent strategic plan. The Executive Director, Benjamin Stevenson, stated that "This score and designation as a high performing housing agency is a tribute to the dedication and hard work of the LHA community which consists of the LHA staff, Board of Commissioners and active residents. The score demonstrates that working together for a common good can produce very positive results." To learn more about the LHA and its programs go to www.lakelandhousing.org

to make the plan appeal to conservatives in the GOP-controlled Legislature. Rather than simply expand Medicaid as authorized under President Barack Obama's health care reforms, they crafted a proposal that used the federal dollars to help subsidize private insurance. They also included provisions requiring recipients to contribute small premium payments and be working or in school.

One big reason: A 2011 union federal program that compensated hospitals for charity care is being greatly reduced, and the cuts will continue next year.

Lawmakers are talking about using state tax revenues to partly fill that budget hole this year, but that reduces the amount of funding available for other priorities such as education and road building. Galvano believes that replacing the lost funding with



STEVE CANNON | THE ASSOCIATED PRESS
REP. JOHN WOOD, R-WINTER HAVEN, left, confers with Speaker Steve Crisafulli, R-Merritt Island, in April. Wood called the Senate health care plan an "ideology that has failed people for decades."

Regardless, some House members believe further discussion is a waste of time. "I don't really know why we're going through this exercise," said Rep. Greg Steube, R-Sarasota.

With the vast majority of House Republicans now opposed to Medicaid expansion and the governor threatening to veto any legislation, Steube believes it's time to let the issue drop. He predicts the politics won't change much in the near future.

Politics can be unpredictable, though. Nobody expected senators to push as hard as they did on the issue this year, delaying approval of a budget and flirting with overruling the Legislature in sending the Legislature in state government shutdown try and force a resolution.

It's unclear how lawmakers will react to even greater budget pressures and the growing complaints from the business community. But "it's not an issue that the business community is going to back down from," Fennell said. "It's just going to be waiting for the Legislature when they come back in the fall for the 2 session."

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Do you have leg pain? None Occasionally Daily Limits Activity

Do you have swelling of the ankle or leg? None By Morning By Afternoon By

Do you have visible varicose veins? Yes No

Have you had major surgery lasting over an hour in the last month? Yes No

Are you pregnant or had a baby within the last month? Yes No

In the past month, if you have felt pain in the legs, what was the intensity of this pain?

No Pain Light Pain Moderate Pain Strong Pain Intense Pain

Lakeland
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Hills Blvd. #4
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June 2015

PROCUREMENT

In addition to the normal day-to-day procurement activities (such as: monitoring invoices and certified payroll reports submitted by contractors and maintaining contract files and vendor lists), the following activities were accomplished in May 2015:

- Issued a Request for Proposals for *Banking Services*
- Developed Modification #01 with **Waller Construction, Inc.** to increase the not-to-exceed value of the agreement to repair fire and water damage at Unit #107, 150 West 14th Street (The Manor at Washington Ridge), Lakeland from \$10,897.66 to \$11,197.66 due to hidden additional damage discovered during the repair work
- Developed Task Order #06 to the professional services agreement with **Boggs Engineering, LLC** for inspection and certification of the surface water management system in Carrington Place (formerly Dakota Park) as required by the Southwest Florida Water Management District (permit #46022996.000) for a not-to-exceed amount of \$450.00
- Developed Task Order #07 to the professional services agreement with **Boggs Engineering, LLC** for inspection and certification of the surface water management system at Renaissance/Washington Park as required by the Southwest Florida Water Management District (permit #44009875.001) for a not-to-exceed amount of \$300.00
- Developed Task Order #08 to the professional services agreement with **Boggs Engineering, LLC** for a required site survey (boundary, topographic, and improvements) and a required tree survey for the Williamstown project for a not-to-exceed amount of \$8,450.00
- Developed Task Order #09 to the professional services agreement with **Boggs Engineering, LLC** for a City of Lakeland-required arborist review for the Williamstown project for a not-to-exceed amount of \$5,890.00
- Developed Task Order #10 to the professional services agreement with **Boggs Engineering, LLC** for inspection and certification of the surface water management system at Washington Park—Modernization—10th and Florida Avenue as required by the Southwest Florida Water Management District (permit #44009875.000) for a not-to-exceed amount of \$200.00

LAKELAND HOUSING AUTHORITY
SECTION 3 AND M/WBE SUMMARY REPORT
(Existing Contracts: April 01, 2012--May 31, 2015)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
1	Rodmon and Rodman Hampton Hills	\$20,000.00	Yes	African-American	1	Yes	1	No	0
2	Bio Mass Tech	\$33,278.05	No	N/A	0	No	0	No	0
3	Robert's Painting	\$8,100.00	No	N/A	0	No	0	No	0
4	Zee's Construction	\$24,500.00	No	N/A	0	No	0	No	0
5	NKA Contractors	\$23,750.00	Yes	African-American	1	No	0	No	0
6	Jackson Management Consulting	\$10,198.00	Yes	African-American	1	No	0	No	0
7	Florida Dance Theatre	\$3,840.00	No	N/A	0	No	0	No	0
8	Rodmon and Rodmon (09-27-12 to 10-26-12)	\$5,750.00	Yes	African-American	1	Yes	1	No	0
9	Rodmon and Rodmon (10-29-12 to 10-28-13)	\$30,000.00	Yes	African-American	1	Yes	1	No	0
10	Bruce Reeves	\$5,000.00	No	N/A	0	No	0	No	0
11	Beachfront Community Outreach	\$31,900.00	Yes	African-American	1	No	0	Yes	1
12	PAINTSMART USA, INC.	\$31,000.00	Yes	African-American	1	No	0	Yes	2
13	Nova Engineering and Environmental, LLC	\$19,000.00	No	N/A	0	No	0	No	0
14	Atkins Paving, Inc	\$7,400.00	Yes	African-American	1	No	0	No	0
15	Best Termite & Pest Control	\$50,000.00	No	N/A	0	No	0	No	0
16	Clampett Industries dba EMG	\$39,000.00	No	N/A	0	No	0	No	0
17	Reeves Building and Plumbing Contractor	\$7,950.00	Yes	African-American	1	No	0	No	0
18	Jacksonville Sound	\$552.00	No	N/A	0	No	0	No	0
19	Marshalls, LLC	\$6,377.00	No	N/A	0	No	0	No	0
20	R.I.G., Inc. aka Residential Investment Group	\$79,425.00	Yes	Woman-owned	1	No	0	No	0
21	Reeves Building and Plumbing Contractor	\$9,975.00	Yes	African-American	1	No	0	No	0
22	All Florida Fire Equipment Company	\$5,500.00	No	N/A	0	No	0	No	0
23	Campolong Enterprises dba DH Striping Company	\$5,000.00	No	N/A	0	No	0	No	0
24	Professional Roof Systems	\$37,800.00	No	N/A	0	No	0	No	0
25	State Alarm	\$287,591.50	No	N/A	0	No	0	No	0
26	Stripe A Lot of America II, Corp	\$4,100.00	No	N/A	0	No	0	No	0
27	Waller Construction	\$20,800.00	No	N/A	0	No	0	No	0
28	Annettie Machuca & Associates	\$25,000.00	Yes	Hispanic and Woman-owned	1	No	0	No	0
29	Haskell Termite and Pest Control	\$17,872.00	No	N/A	0	No	0	No	0
30	Johnson-Laux Construction	\$205,031.96	Yes	Woman-owned	1	No	0	No	0
31	Yardi Systems	\$50,824.70	No	N/A	0	No	0	No	0
32	Annettie Machuca & Associates	\$123,000.00	Yes	Hispanic and Woman-owned	1	No	0	No	0
33	West Lake Management	\$135,150.00	No	N/A	0	No	0	No	0

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendors between April 01, 2012 and May 31, 2015.

LAKELAND HOUSING AUTHORITY
SECTION 3 AND M/WBE SUMMARY REPORT
(Existing Contracts: April 01, 2012--May 31, 2015)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
34	West Lake Management	\$10,000.00	No	N/A	0	No	0	No	0
35	We Care Services	\$95,000.00	Yes	African American and Woman-owned	1	Yes	1	No	0
36	BDO USA dba BDO PHA Finance	\$95,000.00	No	N/A	0	No	0	No	0
37	Empasys Computer Solutions	\$165,600.00	No	N/A	0	No	0	No	0
38	Waller Construction	\$11,197.66	No	N/A	0	No	0	No	0
39	Bonnet Shores, LLLP.	\$97,450.00	No	N/A	0	No	0	No	0
40	Colton Meadow, LLLP.	\$84,050.00	No	N/A	0	No	0	No	0
41	West Bartow Partnership Ltd, LLLP.	\$89,950.00	No	N/A	0	No	0	No	0
42	Solita's House	\$15,600.00	Yes	African-American and Woman-owned	1	No	0	No	0
43	William V. Hunter Educational Foundation	\$0.00	1	African-American	1	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Architectural Services Pool</i>									
44	GLE Associates	\$16,070.00	No	N/A	0	No	0	No	0
45	Wallis Murphey Boyington	\$234,279.00	No	N/A	0	No	0	No	0
46	Bessolo Design Group	\$0.00	No	N/A	0	No	0	No	0
47	Robert Reid Wedding	\$47,227.50	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Property Appraisal Services Pool</i>									
48	Valuation Advisors	\$2,900.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Surveying Services Pool</i>									
49	DRMP	\$0.00	No	N/A	0	No	0	No	0
50	Hamilton Engineering & Surveying	\$0.00	No	N/A	0	No	0	No	0
51	ECON	\$5,020.00	No	N/A	0	No	0	No	0
52	Pickett & Associates	\$0.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Environmental Testing/Building Inspection Services Pool</i>									
53	ACT-American Compliance Technologies	\$0.00	No	N/A	0	No	0	No	0
54	GLE Associates	\$5,275.00	No	N/A	0	No	0	No	0
55	Terracon Consultants	\$2,495.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Engineering Services Pool</i>									
56	Boggs Engineering (Civil)	\$19,840.00	No	N/A	0	No	0	No	0
57	Hamilton Engineering & Surveying (Civil)	\$0.00	No	N/A	0	No	0	No	0
58	EE & G Environmental (Environmental)	\$21,250.00	No	N/A	0	No	0	No	0
59	GLE Associates (Multi-discipline)	\$1,425.00	No	N/A	0	No	0	No	0
60	Billier Reinhart (Structural)	\$0.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Financial Advisor Services Pool</i>									
61	Baker Tilly	\$0.00	No	N/A	0	No	0	No	0
62	Innovative Financial Housing Solutions	\$187,000.00	Yes	Woman-owned	1	No	0	No	0
63	TAG Associates	\$0.00	No	N/A	0	No	0	No	0
TOTALS		\$2,571,294.37			18		4		3

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendors between April 01, 2012 and May 31, 2015.

LAKELAND HOUSING AUTHORITY
SECTION 3 AND M/WBE SUMMARY
(New Contracts: May 01, 2015 - May 31, 2015)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
1	Waller Construction	\$300.00	No	N/A	0	No	0	No	0
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
<i>Indefinite Delivery, Indefinite Quantity Architectural Services Pool</i>									
13									
14									
15									
<i>Indefinite Delivery, Indefinite Quantity Property Appraisal Services Pool</i>									
16									
<i>Indefinite Delivery, Indefinite Quantity Surveying Services Pool</i>									
17									
18									
19									
20									
<i>Indefinite Delivery, Indefinite Quantity Environmental Testing/Building Inspection Services Pool</i>									
21									
22									
23									
<i>Indefinite Delivery, Indefinite Quantity Engineering Services Pool</i>									
24	Boggs Engineering (Civil)	\$15,290.00	No	N/A	0	No	0	No	0
25									
26									
27									
<i>Indefinite Delivery, Indefinite Quantity Legal Services Pool</i>									
28									
29									
30									
TOTALS		\$15,590.00							

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendor May 01, 2015 - May 31, 2015.

June 2015 Board Report



Academics

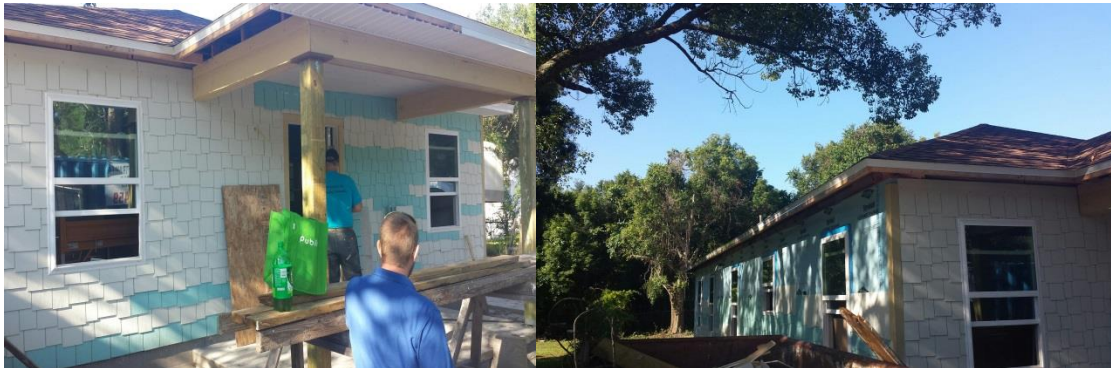
Four participants in the program have successfully completed 3 of the 4 sections of the GED. These students will be taking the final section of the GED in the next two weeks. In the following weeks more students will be completing their testing. We expect them to be successful. Several other participants have completed portions of the GED and continue to work towards their goal. Many participants are receiving small group instruction, or working one on one with staff to meet their educational needs.

Recruitment

A recruitment event was held on May 7th and approximately 12 young people attended. The next recruiting event for Cycle 12 will be held on June 9th. The recruiting effort for Cycle 12 continues. The placement of flyers around town at businesses and local points of interest continues. YouthBuild Lakeland is holding a monthly Open House on the second Tuesday of each month from 2:00-3:00 pm to inform interested young people about the program and its benefits. Also, staff has begun an initiative through social media to reach young adults in the community and make them aware of the opportunities at YouthBuild.

Construction

Five of the participants are almost finished with their construction training and will begin their Facilities Management on or before June 15th.



YouthBuild/Habitat project at Strawberry Lane in Lakeland

Career Development

During the month of May, Cycle 11 students continued learning about Resume' preparation. The target competency was for them to develop a professional resume' for their portfolio. Areas of study and training included: components of a resume, keywords and power words to strengthen their resume, how to prepare a resume that makes the first cut, and how to use skills as marketing tools.

Justin Paul and Zephaniah Godfrey continued to work on securing financial aid for continuing their education at Polk State University with the assistance of the YouthBuild's Career Development Specialist. Other YouthBuild students completed FAFSA applications. Several students who have chosen nursing assistant as their secondary education completed YouthBuild scholarship applications along with an essay on why they should be selected to receive the nursing assistant scholarship.

Students toured Traviss Career Center on May 20th.

Placement News



PRISCILLA KINNARD

Priscilla Kinnard is a graduate of YouthBuild-Lakeland's Cycle 11. In December 22, 2014, Priscilla became employed with Hilton Gardens Hotel. As a Room Attendant, Priscilla provides excellent service, with a smile, to Hilton customers and her co-workers. Congratulations, Priscilla! Stay encouraged and keep up the great work!

Community Involvement

On May 8, 2015, seven volunteers from The Travelers Group spent the day with Cycle 11 participants. Guest speakers from the following organizations presented the participants with opportunities in the workplace:

Bruce Bode/Associate Manager, Travelers FL Claims

Jennifer Daniell, Marketing Specialist, Elite Health Care

Craig McKenzie, President EDS Engineers

Tram Toadvine-Owner Southern Paws and President, South Paws Foundation

Michael Bambridge, Regional Trainer, Department of Corrections

During the afternoon, Margo Leiser with Travelers gave a presentation on Dressing for Success and the volunteers conducted mock interviews with the students.



The Traveler's Group with Cycle 11 and YouthBuild Staff

On May 21st, Cynthia Zorn Shaw, Career Development Specialist, attended the Girls' Incorporated of Lakeland's She Knows Where She's Going Awards Luncheon.

Training

YouthBuild staff attended the Peer-to-Peer Department of Labor training in Atlanta on May 12-13th.

Janiene Bambridge
YouthBuild Program Manager

Richard Mooneyham
YouthBuild Program Instructor

Cynthia E. Zorn-Shaw
YouthBuild Career Development Specialist

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 # 15-1409

The Board of Commissioners is requested to approve the above-referenced resolution to authorize the Executive Director to increase the total not-to-exceed dollar amount of the award made to *Berman, Hopkins, Wright, & Laham* from \$364,000 to \$404,000.

2. Who is making request:

- A. Entity: The Housing Authority of the City of Lakeland
- B. Project: To increase the total not-to-exceed dollar amount for services
- C. Originator: Valerie Brown

3. Cost Estimate:

Total five-year award not-to-exceed \$404,000

Narrative:

On December 13, 2010, the Board of Commissioners approved Resolution #1230 which awarded the provision of audit and other financial services for the Fiscal Years ending December 2011, December 2012, and December 2013 to *Berman, Hopkins, Wright, & Laham* for a not-to-exceed dollar amount of \$145,500. As a result of a greater than anticipated need for audit and financial services in the last two fiscal years of this period due to, among other things, changes in the membership of the Board of Directors, the hiring of a new Executive Director, and the hiring of a new Director of Finance, the amount expended on audits and financial services during this period was approximately \$214,000.

Based on this experience and the need for a high level of quality services, the Board of Commissioners approved Resolution #14-1378 on April 21, 2014 which increased the not-to-exceed dollar amount to \$364,000.

Staff projects that in order to cover the costs of the 2014 audit as well as other necessary financial services for the period of May 01, 2015 through December 31, 2015, the current not-to-exceed amount must be increased by \$40,000. This is because in October 2011, staff authorized *Berman, Hopkins, Wright, & Laham* to develop agreed upon procedures for the Housing Authority of the City of Lakeland at the request of the Board of Commissioners. However, the budget authority for *Berman, Hopkins, Wright, & Laham* was never increased to pay for these services. Accordingly, without the increase there will not be enough funds allocated within their agreement to pay for costs associated with the audited financials. Please see the attached engagement letters dated

October 11, 2011 and April 21, 2014 respectively. Therefore, staff is recommending that the Board of Commissioners increase the five-year (January 01, 2011 through December 31, 2015) engagement with ***Berman, Hopkins, Wright, & Laham*** to the not-to-exceed dollar amount of \$404,000.

RESOLUTION NO. 15-1409

**APPROVING THE INCREASE IN THE VALUE OF AN AWARD MADE TO
BERMAN, HOPKINS, WRIGHT, & LAHAM**

WHEREAS, on December 13, 2010, the Board of Commissioners of the Housing Authority of the City of Lakeland approved Resolution No. 1230 which awarded the provision of audit and other financial services for Fiscal Years 2011, 2012, and 2013 to *Berman, Hopkins, Wright, & Laham* for a not-to-exceed dollar amount of \$145,500; and

WHEREAS, on April 21, 2014, the Board of Commissioners of the Housing Authority of the City of Lakeland approved Resolution No. 14-1378 which increased the original award made to *Berman, Hopkins, Wright, & Laham* to \$364,000; and

WHEREAS, staff anticipates that an additional \$40,000 will be required to cover costs associated with the 2014 audit as well as other financial services for the period of May 01, 2015 and December 31, 2015;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves increasing the total dollar amount of an award made to *Berman, Hopkins, Wright, & Laham* to \$404,000.

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. 15-1409 dated June 15, 2015.

Attested by:

Benjamin Stevenson, Secretary

Michael Pimentel, Chair

BERMAN HOPKINS WRIGHT & LAHAM

CPAS AND ASSOCIATES, LLP

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Melbourne, FL 32940
Phone: 321-757-2020
Fax: 321-242-4844

www.bermanhopkins.com

255 S. Orange Ave. • Suite 745
Orlando, FL 32801
Phone: 407-841-8841
Fax: 407-841-8849

October 11, 2011

Board of Commissioners
Lakeland Housing Authority
430 Hartsell Avenue
Lakeland, Florida 33815

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for Lakeland Housing Authority (LHA).

We will apply the agreed-upon procedures which the Board of Lakeland Housing Authority (The Board) has specified, listed in the attached schedule, "Attachment A", to the Lakeland-Polk Housing Corporation (LPHC) as of January 2006 to September 2011. This engagement is solely to assist The Board in determining that the activity between LHA and LPHC, is appropriate under the circumstances and that there are no items noted of any material noncompliance, theft, fraud or abuse. We will work and communicate with identified legal counsel during the course of the agreed-upon procedures. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which this report has been requested or for any other purpose. If, for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement.

Because the agreed-upon procedures listed in the attached schedule do not constitute an examination, we will not express an opinion on the testing performed, only report our results. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

We will submit a report listing the procedures performed and our findings. This report is intended solely for the use of The Board, and should not be used by anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

You are responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, and/or experience to oversee the services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Brian L. Nemeroff, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Depending on the hiring start dates of identified staff and legal counsel, we plan to begin our procedures as soon as possible and, unless unforeseeable problems are encountered, the engagement is estimated to be completed by January 31, 2012. At the conclusion of our engagement, we will require a representation letter from management that, among other things, will confirm the information provided to us is accurate and correct.

We estimate that our fees for these services will not exceed \$37,500, for Phase One. Any items discovered in Phase One that The Board determines a need or a closer look and follow up on, will be part of Phase Two, and (if requested) will be estimated in a range of \$5,000-\$10,000, subject to amendment dependant on the items addressed. The fees above include travel and other out-of-pocket costs such as report production, word processing, postage, etc. The fee estimate and time table are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Given that we will assign seasoned professionals to your engagement, and recognizing the demand for talented qualified personnel, it is understood that should the Authority choose to hire any Berman Hopkins Wright & LaHam, CPAs and Associates, LLP, assigned personnel during an engagement, or up to twelve months after completion of an engagement, LHA agrees to compensate Berman Hopkins Wright & LaHam, CPAs and Associates, LLP, an amount equal to the individual's annual compensation for the previous twelve-month period.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

Very truly yours,

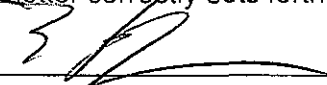


Brian L. Nemeroff, CPA

Berman Hopkins Wright & LaHam CPA's and Associates, LLP

RESPONSE:

This letter correctly sets forth the understanding of Lakeland Housing Authority.

By:  _____

Title: Chairman _____

Date: 10/25/11 _____

By:  _____

Title: INTERIM EXECUTIVE DIRECTOR _____

Date: 11/2/11 _____

Attachment A:

We will look into the following items:

1. Attempt to reconcile and identify the differences of the IRS filings of form 990 and the audited statements of LPHC for 2010, 2009, 2008, 2007, and 2006.
2. Determine the approved limit of any borrowings by LPHC of LHA funds, and determine if the limit was exceeded and attempt to ascertain the nature and appropriateness of the borrowings.
3. Review the management agreement with LHA and LPHC, with a focus on terms and conditions, and any limitations and expiration dates.
4. As a follow up item to #3, if the agreement was cancelled, determine how operations were carried out and the implications.
5. Specifically review the 990 for LPHC for the years 2006, 2007, 2008, 2009, and 2010 and determine if reported wages are appropriate in the circumstances and W-2's have been issued and agree with the 990s, as well as, review for any additional payments to LHA staff.
6. Review bank statements and journal entries and other key source documents related to the items above.
7. Review correspondence, including emails, related to the items listed above.
8. Review any related known legal documents that are directly related to the accounting of the items listed above.
9. Recommend a course of action based on our knowledge of the relationship to date and based on the results of our testing of the items listed above.
10. Other items that come to our attention as a result of the above items noted that are directly related to the relationship of LHA and LPHC or connected to members of either Board.

April 21, 2014

Benjamin Stevenson, Executive Director and
Michael A. Pimentel, Chairman, Board of Commissioners
Lakeland Housing Authority
430 Hartsell Avenue
Lakeland, Florida 33815

Year End Audit Engagement Letter for Fiscal 2013 and 2014

We are pleased to confirm our understanding of the services we are to provide the Lakeland Housing Authority (The "Authority") for the years ended December 31, 2013 and 2014. We will audit the financial statements of the business-type activities including the related notes to the financial statements which collectively comprise the basic financial statements of the Authority as of and for the year ended. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Authority's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Authority's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The RSI, Management's Discussion and Analysis, is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

We have also been engaged to report on supplementary information other than RSI that accompanies the Authority's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Schedule of expenditures of federal awards.
- 2) Financial Date Schedule
- 3) Schedule of Actual Program Cost and Advances

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (2) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance, and (3) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance and OMB Circular A-133 in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major programs in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes.

You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. You agree to assume all management responsibilities for any nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the Authority from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Authority involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Authority received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Authority complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan, if applicable. The summary schedule of prior audit findings should be available for our review soon after field work starts.

You are responsible for preparation of the schedule of expenditures of federal awards in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards.

You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) that you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Authority or to acts by management or employees acting on behalf of the Authority. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as an auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the Authority and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Authority's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Authority's major programs. The purpose of these procedures will be to express an opinion on the Authority's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Audit Procedures-REAC Online Submission

We will apply the agreed-upon procedure and prepare the associated report which the U.S. Department of Housing and Urban Development, Real Estate Assessment Center (REAC), has specified to the electronic submission and related hard copy documents, as listed in "Attachment B", of the Authority and the U.S. Department of Housing and Urban Development, REAC, in determining whether the electronic submission of certain information agrees with the related hard copy documents. Our engagement to apply the agreed-upon procedure will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedure is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedure described in the attached schedule either for the purpose for which this report has been requested or for any other purpose. If, for any reason, we are unable to complete the procedure, we will describe any restrictions on the performance of the procedure in our report, or will not issue a report as a result of this engagement.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Berman Hopkins. CPAs and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to HUD or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Berman Hopkins, CPAs personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the HUD. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

Contingent upon receipt of certain requested schedules, (Attachment "C") we expect to begin our audit planning in the spring of 2014, and plan to be on site May 26, 2014 and to issue our reports no later than September 15, 2014. Brian L. Nemeroff, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$75,000. This engagement letter also covers the December 2014 fiscal year end, for a fee not to exceed \$75,000. (Reference Lakeland Board Resolution 14-1378, not to exceed \$150,000 for both fiscal year audits 2013 and 2014). The fee is based on accurate and timely information being provided to us as requested in the audit request list (Attachment "C"), and may be subject to change depending on the information provided as well as changes in scope or difficulties encountered during the audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Given that we will assign seasoned professionals to your engagement, and recognizing the demand for talented qualified personnel, it is understood that should the Authority choose to hire any Berman, Hopkins Wright & LaHam, CPAs and Associates, LLP, assigned personnel during an engagement, or up to twelve months after completion of an engagement, the Authority agrees to compensate Berman Hopkins Wright & LaHam, CPA's and Associates, LLP an amount equal to the individuals annual compensation for the twelve-months period.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report (if requested) and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2012 peer review accompanies this letter. (Attachment "A")

We appreciate the opportunity to be of service to Lakeland Housing Authority and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Brian L. Nemeroff, CPA
Partner
Berman Hopkins Wright & LaHam, CPAs and Associates, LLP

RESPONSE:

This letter correctly sets forth the understanding of Lakeland Housing Authority.

Management signature:

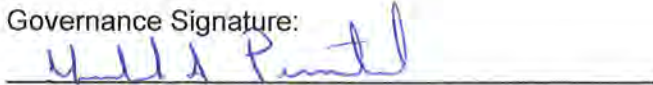


Title: Executive Director, Benjamin Stevenson

4/21/14

Date

Governance Signature:



Title: Michael A. Pimentel, Chairman, Board of Commissioners

APRIL 21, 2014

Date

OTHER BUSINESS