



430 Hartsell Ave
Lakeland, FL 33815

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Board Of Commissioners

Michael Pimentel, Chairman

Edward Hall

David Samples

Joseph DiCesare

Lorenzo Robinson

Shelly Asbury

Judy Mas

REGULAR BOARD MEETING

Monday, August 17, 2020

Benjamin Stevenson, Executive Director
Ricardo Gilmore, Esquire

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

Monday, August 17, 2020 at 6:00 P.M.
LHA Board Room – Virtual Meeting

Pledge of Allegiance

Moment of Silence

Establish a Quorum

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Board Meeting Minutes for July 20, 2020**
- 3. Public Forum**
- 4. Old Business**
- 5. New Business**
 - Employee of the Month
 - Berman Hopkins
- 6. Secretary's Report**
 - Housing and Operations
Resolution No. 20-1484 - Approve updates and revisions to the current Utility Allowance Schedules for the Public Housing and the Housing Choice Voucher Programs.
 - Finance and Administration
- 7. Legal Report**
- 8. Other Business**
- 9. Adjournment**

MINUTES
Regular Board Meeting of the
Board of Commissioners of the Housing Authority of the City of Lakeland
Monday, July 20, 2020
430 Hartsell Avenue, Lakeland, Florida.

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

Secretary: Benjamin Stevenson

Legal Counsel: Ricardo Gilmore

The meeting was called to order at 6:05 p.m. by Chairman Pimentel. The meeting was a virtual meeting using Skype for Business due to COVID-19.

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

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

APPROVAL OF THE AGENDA

- Motion to approve the meeting agenda.

Motion by Commissioner Pimentel, seconded by Commissioner Robinson.

Vote: Commissioners

Michael Pimentel – Aye

Joseph DiCesare – Present

Shelly Asbury – Aye

Edward Hall –aye

Lorenzo Robinson– Aye

Judy Mas – Aye

David Samples – Aye

APPROVAL AND ACCEPTANCE OF MINUTES

- Motion to approve and accept the minutes of the meeting of the Board of Commissioners held on June 15, 2020.

Motion by Commissioner Robinson, seconded by Commissioner Pimentel.

Vote: Commissioners

Michael Pimentel – Aye

Joseph DiCesare – Present

Shelly Asbury – Aye

Edward Hall –aye

Lorenzo Robinson– Aye

Judy Mas – Aye

David Samples – Aye

FSS GRADUATION

Idalia Gonzales presented the new FSS graduate, Danaquette Bell. She explained that due to COVID-19, the graduate was not required to attend the meeting. Ms. Bell started the FSS program in 2014 when she faced many obstacles but set her goals and was determined to accomplish them. She received her high school diploma, completed a 40-hour certificated program in Child Care, CPR and First Aid. Ms. Bell has also maintained a fulltime job for the last 6 years along with caring for her children and home.

PUBLIC FORUM

None.

OLD BUSINESS

None.

NEW BUSINESS

Employee of the Month

Earl Haynes presented the Employee of the Month for May 2020, Cynthia Zorn-Shaw. Mrs. Shaw has been employed at LHA for over twenty years. She has been an asset to the agency. LHA is fortunate to have her onboard because she is a person of high integrity and continues to do an excellent job as YouthBuild-Lakeland's Placement Coordinator while training staff to help maintain and exceed our program objectives and goals. Mrs. Shaw exemplifies the true meaning of teamwork. There has never been a task or request made of her that she has not embraced and worked diligently to get the job done. This is due to her loyalty and commitment to help the LHA and YouthBuild-Lakeland Program maintain a positive reputation within Polk County and abroad. Whenever she is asked to take on a task, one thing that is certain, the task will be done with a very high level of professionalism. She is usually the first person I assign to lead a project and she is never shy about working extra hours when necessary, without having to be asked, but because of her commitment to 'get the job done'. While her work ethic

is impressive, it is her level of commitment which those who work with her greatly admire and respect.

Recently, the Lakeland Housing Authority was awarded a grant in the amount of \$5,000 from the GiveWell Foundation to assist with the provision of services to the Trainees of YouthBuild-Lakeland. Mrs. Shaw was very instrumental in assisting with submission of the grant application. She will also be tasked with the submission of program reporting to Give Well for the 2020 grant. Mrs. Shaw is a valuable, outstanding and loyal hardworking employee.

Mr. Stevenson also expressed comments regarding Ms. Shaw's many years of being a very loyal and valuable resourceful employee to LHA.

SECRETARY'S REPORT

Twin Lakes Estates Phase II

Twin Lakes Estates Phase II continues to do well. Mr. Stevenson stated progress pictures were included in the Secretary's Report. The contractors are making tremendous progress and are on schedule to complete about five buildings by October and turn them over to the property manager for lease up. All of the housing units are anticipated to be completed by the end of the year.

Twin Lakes Estates Phase III

The HUD SAC office approved the demo-dispo application for Phase III. A copy of the HUD approval letter is included in the Board Report. Mr. Stevenson stated there is one building with two housing units physically located in the Phase II footprints. This building is preventing the general contractor from starting the installation of some of the underground utilities on that part of the sight. The SAC approval letter provides authorization for LHA to relocate the families out of Phase II.

HOPE VI Closeout

The TD Bank loan for the Renaissance property closed on in June. The next step in the process is a feasibility study by the contractor. Once the study is completed the maintenance and renovations can begin on the property.

10th Street Property

Things are going well; the architect is working with Polk County on an amendment or other adjustments to get the project approved. The design drawing should be available soon. Once LHA receives the drawing they will be available for the board's viewing.

Arbor Manor

The owner of the 5 acres adjacent to LHA parcel has agreed to sell their property to LHA. An environmental assessment is required to be completed before the sale can be finalized.

Mr. Stevenson presented Resolution 20-1482 requesting authorization to negotiate all the documents required to complete the closing. The property appraises at \$860,000.00. The seller was asking \$850,000. LHA made an offer of \$ 750,000 which the seller accepted. Mr. Stevenson provided additional information regarding the resolution.

•Motion to approve Resolution No.# 20-1482.

Motion by Commissioner Asbury, seconded by Commissioner Hall.

Vote: Commissioners

Michael Pimentel – Aye

Joseph DiCesare – Aye

Shelly Asbury – Aye

Edward Hall –Aye

Lorenzo Robinson– Aye

Judy Mas – Aye

David Samples – Aye

HOUSING AND OPERATIONS

Mr. Pizzaro stated he will send a draft copy of the Agency Plan 2021 to the Board via email for their review and comments. The document is also be placed on the LHA website.

He stated staff is post an advertisement for Twin Lakes Phase II applications at the end of July 2020. There are 132 rental units including fourteen Public Housing units. Fifty families will be selected from the waiting list. Applicants for the tax credit units will be handled on a “first come, first served” basis.

Mr. Pizarro stated staff is still working diligently on The Manor at West Bartow to resolve the water issues.

FINANCE AND ADMINISTRATION

Ms. Turner gave the financial report. She also reported that one of the four remaining Hampton Hill homebuyers is scheduled to close on their home next week. The buyer has put down a deposit. This homeownership program is going well.

She also explained to the Board the easement process at Twin Lakes Phase II and presented Resolution No. 20-1483.

Resolution No. 20-1483 - Authorizing the Executive Director to enter into a perpetual easement agreement with People’s Gas System at the West Lake redevelopment site.

• Motion to approve Resolution No. 20-1483

Motion by Commissioner Hall, seconded by Commissioner Robinson.

Vote: Commissioners

Michael Pimentel – Aye

Edward Hall –Aye

Joseph DiCesare – Aye

Lorenzo Robinson– Aye

Shelly Asbury – Aye

Judy Mas – Aye

David Samples – Aye

PUBLIC FORUM

None.

LEGAL REPORT

Mr. Gilmore stated he has no updates.

OTHER BUSINESS

None.

The meeting adjourned at 6:45 p.m.

Benjamin Stevenson, Secretary

SECRETARY'S REPORT

Secretary's Report
August 2020
DEVELOPMENT UPDATES

West Lake Phase I

The property received all of the necessary approvals for occupancy in August 2019. The building currently is 100% occupied. HUD has released the operating subsidy for the public housing units. The property is now receiving operating subsidy from all necessary funding sources.

West Lake Phase II Disposition and Demolition

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

West Lake Phase II - Relocation

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

West Lake Phase II - Construction



Construction started on this phase of the redevelopment in January 2020. The contractor has completed the site work. Construction of the underground utilities and housing units is approximately 90% complete. Concrete slabs for the foundations for all of the new buildings has been completed. Construction on the outside walls on the housing units is mostly completed. The contractor has started working on the building interiors as well as the parking lots.



Construction has also started on the community center. The General Contractor is on schedule to complete construction of the housing units by the end of this year. The Property Manager will start taking applications in late August or September. The first families should start moving in

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October of this year. One-, two- and three-bedroom units will be available for rent to low- to moderate-income families and individuals.



West Lake Phase III

The Developer Partner hired a consultant to try and obtain additional funding commitments from the City of Lakeland and Polk County governments. The consultant was successful in obtaining a local government contribution from the City of Lakeland. The tax credit application was submitted to the Florida Housing Finance Corporation. LHA and the Developer wanted to use LPHC's status as a 501c3 for the applications. The non-profit option provides more points during the application process. The first application did not receive a favorable lottery number. So, the Developer Partner requested permission to submit an application for a Revitalization Grant. LHA agreed. The Developer Partner prepared an application for CDBG Disaster Relief funding. This application was not successful. So, the Developer Partner will be submitting another application for 9% low income housing tax credits later this year.

The City of Lakeland Community Redevelopment Agency did not select Phase III for funding. This decision greatly effects the Developer Partner's opportunities to apply for 9% tax credits. The Local Government Contribution is a requirement for submitting an application for 9% tax credits. The team continues to explore funding opportunities for this phase. LHA has been asked to consider the bond financing option for this phase. The City may be releasing another RFP for affordable housing in the next couple of months.

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West Lake Phase III Disposition and Demolition

The HUD Special Application Center (SAC) gave its approval of the Demolition-Disposition application for the Phase III last month. Demolition of the housing units in Phase III will not start until after all of the families are relocated. The families could not be relocated until HUD funds the Section 8 vouchers. Staff is hopeful the vouchers will be approved for funding in the next 60-90 days. Relocation is not expected to be completed until sometime during the first quarter of next year. A copy of the SAC approval letter was included with the July 2020 Board Packet in the Old Business section.

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

Renaissance at Washington Ridge

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

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

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

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Staff has begun an analysis for implementing the rehab and maintenance upkeep plan for the property. A General Physical Needs Assessment must be completed on the property before any work may commence. A minority architectural firm has been procured to complete the GPNA study.

Carrington Place a.k.a. Dakota Park

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

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The loan closing was completed on June 16, 2020. The loan terms were impacted by the COVID-19 pandemic. HUD finally provided written approval of the loan terms in June 2020. TD Bank had to revise the terms of the loan. Due to current market, the new terms were more favorable for LHA. For example, the interest rate dropped from 3.8% to 3.1%. A copy of the term sheet was provided in the June 2019 Board packet. Previously, the Renaissance General Partner gave authorization for negotiation and execution of the loan documents. Staff has begun an analysis for implementing the rehab and maintenance upkeep plan for the property. A General Physical Needs Assessment must be completed on the property before any work may commence. A minority architectural firm has been procured to complete the GPNA study.

Arbor Manor

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

Investment Partner Activities

Secretary's Report

August 2020

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

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

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

OTHER BUSINESS

Agency Plan

LHA staff has drafted the 2021 Agency Plan which is due to be submitted to HUD on or before October 15, 2020. Staff has started the public comment process. The process will include public and strategic meetings with the LHA Board of Commissioners, the City of Lakeland, the residents/participants and the public. A copy of the Plan has been sent to the Board as well as posted on the LHA website. Copies have also been sent to the Resident Advisory Board, City of Lakeland and other community partners for review and comment. The Plan will be presented to the Board for approval at the September or October meeting. The Plan will be submitted to HUD for review after it is approved by the Board.

Community and Other Activities

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

I was asked to serve as a panelist at the Florida Housing Coalition Statewide Annual Conference. We completed the recording of the session on July 10, 2020. The topic for discussion is affordable

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August 2020

housing. This is Florida's most attended statewide conference on affordable housing matters. The conference is tentatively scheduled to be held between August 31st and September 2nd. If the conference is cancelled, the video will be available for viewing on the Florida Housing Coalition website for one year.

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

All Leadership Polk site visits have been suspended due to the COVID-19 virus. Instead, class participants are being asked to complete a team assignment. The class was divided into teams of four people each. The assignment was completed and submitted last month. The presentations were viewed via Zoom by previous Leadership Polk graduates and other community leaders. A graduation ceremony is tentatively scheduled for August. Current class members will also have the option of participating in the missed Leadership Polk days with next year's class.

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

Kingdom Covenant Church has been providing food boxes for LHA properties for past two months. Approximately, 300-400 food boxes will be given to LHA each month during the pandemic. The food is being given to LHA seniors, families and YouthBuild students.

Respectfully submitted,

Benjamin Stevenson

Secretary

AFFORDABLE HOUSING REPORT

◀ Housing Report

◀ FSS & Resident Activities

Affordable Housing Department

Board Report

August 2020

- **Public Housing (PH), Housing Choice Voucher (HCV), Family Self-Sufficiency (FSS), Resident Activities and West Lake Management Communities Reports**
 - Housing Communities
 1. West Lake
 2. West Lake Addition
 3. Cecil Gober
 4. John Wright Homes
 5. Carrington Place (Formerly known as Dakota Apartments)
 6. Renaissance/Washington Ridge
 7. Villas at Lake Bonnet
 8. Colton Meadow
 9. The Manor at West Bartow
 10. The Micro-Cottages at Williamstown
 11. Twin Lakes Estates Senior PHASE I
 - Housing Choice Voucher Program
 1. Intake & Occupancy Report
 2. Housing Choice Voucher report
 - ROSS and Family Self-Sufficiency Programs Plus Resident Activities
 - Updates for the month of July 2020: 2021 Agency plan was posted and emailed to the Board of Commissioners.

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

Senate COVID-19 Proposal Prioritizes PHAs

On Monday, Senate Republicans unveiled their COVID-19 emergency legislation, proposing an additional \$3.2 billion in funding for HUD programs and liability protection for public housing agencies (PHAs) as they resume business operations.

The Senate legislation prioritizes relief for programs administered by PHAs.

The Senate introduced the “Health, Economic Assistance, Liability Protections, and Schools” Act over two months after the passage of the House’s [“Health and Economic Recovery Omnibus Emergency Solutions Act” \(H.R. 6800 HEROES\) bill](#). The HEALS Act combines several different pieces of legislation into a single, \$1 trillion package to address the country’s needs in response to COVID-19.

There are stark disparities between HEALS and HEROES. The Senate HEALS proposal drops the weekly unemployment bonuses to \$200 per week through the end of September, does not include any additional funding for state or local governments, and includes broad liability protection for employers as they reopen. Both plans include an additional \$1,200 direct stimulus payment to Americans.

HEALS also does not include the \$100 billion in rental assistance to Americans who currently do not receive assistance and does not extend the federal eviction moratorium. It also funds HUD programs administered by PHAs at approximately \$1.5 billion less than HEROES.

It's unclear whether HEALS can even pass in the Senate. It's also unlikely to be considered at all in the House. While Senate Republicans were introducing HEALS on the Senate floor on Monday evening, House Speaker Nancy Pelosi (D-Calif.) and Senate Minority Leader Chuck Schumer (D-N.Y.) met with White House representatives in the Capitol to begin the process of hammering out their differences and begin the work of drafting a third proposal that will be agreeable to all parties.

The timeline is tight; lawmakers hope to pass a final package by the end of next week, allowing them to depart for a month-long August recess. The next week and a half will be critical in determining how the legislation will take shape.

Section 8

The HEALS Act would provide a total of \$2.2 billion for Tenant-Based Rental Assistance to prevent, prepare for, and respond to coronavirus.

Housing Assistance Payments – the HEALS Act allocates not less than \$1.7 billion for Housing Assistance Payments (HAP) to be available for PHAs that either “experience a significant increase in voucher per-unit costs due to extraordinary circumstances” or “would otherwise be required to terminate rental assistance for families,” despite taking cost saving measures. These funds shall be available for adjustments in renewal allocations in calendar years 2020 and 2021.

Administrative Fees – the HEALS Act allocates up to \$500 million for administrative fees. It also clarifies that any funds provided to PHAs for in the HEALS Act or the CARES Act may be used for HAP funding. Additionally, the bill states that these administrative fees and the funds in the CARES Act may be used to cover costs “to prevent, prepare for, and respond to” coronavirus despite the date those costs were incurred.

While the bill allows for retroactive use of funding, it does not retroactively extend HUD’s waivers. Additionally, both the HAP funding and the administrative fees may be used under the same conditions as the funding from the CARES Act (i.e., HUD’s waiver authority applies to this funding too). Both the HAP funds and the administrative fees are to remain available until expended.

Public Housing

Operating Fund – The HEALS Act would provide \$1 billion in supplemental funding to the Operating Fund that would be available through September 30, 2022 to prevent, prepare for, and respond to coronavirus. The bill would allow supplemental Operating Fund dollars from the HEALS Act and the CARES Act to be used regardless of the date the expense was incurred, meaning PHAs could use supplemental funding retroactively. Supplemental HEALS Act Operating Fund dollars would be distributed through the Operating Fund formula and would have the same rules and allowable expenses as CARES Act supplemental Operating Fund dollars.

Homeless Assistance Grants

The HEALS Act would also require HUD to renew all projects with existing Homeless Assistance Grants expiring during calendar year 2021 for one 12-month period without additional competition, including youth homeless demonstration projects and shelter plus care projects expiring during calendar year 2021. Continuum of Care planning and Unified Funding Agency awards expiring in calendar year 2021 may also be renewed. The Continuum of Care may designate a new collaborative applicant to receive the award if it so chooses.

Rural Rental Assistance

The HEALS Act would provide the U.S. Department of Agriculture’s Rural Development \$113.4 million for their Rental Assistance Program. The funding is to prevent, prepare for, and respond to coronavirus, domestically or internationally, which shall be for necessary expenses which include temporary adjustments due to loss of wage income by residents served by housing financed or assisted under Section 514, 515, or 516 of the Housing Act of 1949.

PHA Liability Protection

The HEALS Act will also provide PHAs with liability protections against the risk of litigation arising from regular PHA operations. The liability protection is provided to individuals and entities. “Individuals and entities” are

defined to include local government entities and PHAs are included as a local government entity. For a plaintiff to prevail in a coronavirus exposure lawsuit, the plaintiff must show by clear and convincing evidence that the “individuals or entities” did not make reasonable efforts to comply with applicable government standards, engaged in gross negligence or willful misconduct that caused the plaintiffs exposure, the exposure to coronavirus at the PHA caused the personal injury. The liability protection will be available from December 1, 2019 through October 1, 2024.

Final AFFH Rule Released

Late last month, HUD published on its website a final rule titled “Preserving Community and Neighborhood Choice.” This rule implements the Fair Housing Act’s duty to affirmatively further fair housing (AFFH). Although the rule has not yet been published in the *Federal Register*, it will go into effect 30 days after its official publication.

Background

In 1968, Congress passed the Fair Housing Act. This law created a duty for HUD grantees to affirmatively further fair housing. In 1994, President Clinton signed an executive order to issue regulations defining the affirmatively furthering fair housing duty. Regulations issued by the Department of Housing and Urban Development (HUD) in 1994 stated “that a grantee would fulfill its AFFH obligation by conducting an analysis of ‘impediments to fair housing choice within its jurisdiction’ and ‘taking appropriate actions to overcome the effects of any impediments.’” In 2015, the Department once again redefined the AFFH regulations to create “a new process called an Assessment of Fair Housing (AFH), effectively replacing [the analysis of impediments].” This rule was followed by assessment tools.

More recently, the rule continued to change. In 2018, HUD withdrew the AFH assessment tool. Then, in 2020, HUD proposed a revised AFFH rule. After reviewing the 2020 proposed AFFH rule, President Trump “expressed concern that the HUD approach did not go far enough” to reduce federal control of local housing decisions or lessen administrative burdens. President Trump asked HUD to reconsider the rule to see whether HUD could streamline the AFFH requirements to a greater extent, while still remaining in compliance with the law.

In promulgating this rule, HUD did not follow the notice-and-comment rulemaking requirements normally required by the Administrative Procedure Act (APA). The Department believes that this rule falls in an exception to the notice-and-comment requirement, which exempts notice-and-comment rulemaking for matters “relating to agency management or personnel or to public property, loans, grants, benefits, or contracts.” Despite the exception by the APA, the Department has a policy to follow the normal notice-and-comment rulemaking process in promulgating rules on these issues but has decided to waive its normal policy because the AFFH rule “has already been the subject of extensive public debate.”

Definitional Changes

This rule changes the definition of affirmatively furthering fair housing. First, it broadens the definition of fair housing to mean “housing that, among other attributes, is affordable, safe, decent, free of unlawful discrimination, and accessible as required under civil rights laws.” Second, it defines the phrase “affirmatively further” as “any action rationally related to promoting any attribute or attributes of fair housing.” In essence, these changes broaden the term affirmatively furthering fair housing to make it an easier requirement to meet.

PHA Consultation

Entities that must submit consolidated plans to HUD (e.g., jurisdictions that receive community development block [CDBG] grants), are required to consult with local PHAs operating in their jurisdiction in creating their consolidated plans. Consultation should be regarding “consideration of public housing needs, planned programs and activities, strategies for affirmatively furthering fair housing, and proposed actions to affirmatively further fair housing in the consolidated plan.” Additionally, the consultation will help decide the entity’s “strategy for affirmatively furthering fair housing” and how the entity will “address the needs of public housing and, where necessary, the manner in which it will provide financial or other assistance to a troubled PHA to improve the PHA’s operations and remove the designation of troubled, as well as obtaining PHA input on addressing fair housing issues in the Public Housing and Housing Choice Voucher programs.”

There must also be consultation with residents. Both entities that submit consolidated plans and PHAs are required to encourage the participation of residents of public and assisted housing in developing and implementing the consolidated plan. The entity must “make an effort” to provide information to the PHA about “affirmatively

furthering fair housing strategy” and “consolidated plan activities related to its developments and surrounding communities so that the PHA can make this information available” at public hearings for the “PHA plan.”

PHA Requirements

This rule includes certain requirements for PHAs. First, in creating an annual plan, PHAs must include information on “[h]ouseholds with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting list.” Additionally, PHAs must certify, in both their annual plan and 5-year plan that they are in conformity with applicable civil rights laws and that they will affirmatively further fair housing. There are certain additional requirements and certifications for PHAs. First, PHAs “must ensure that the [a]nnual [p]lan is consistent with any applicable [c]onsolidated [p]lan for the jurisdiction in which the PHA is located.” The PHA must submit a certification by appropriate state or local officials that its annual plan is consistent with the consolidated plan. Additionally, this certification must include a description of how the annual plans are consistent with the consolidated plans. State housing agencies must be consistent with state consolidated plans. Finally, a PHA may request to change its fiscal year to better coordinate with the consolidated planning process.

Public housing agencies must maintain records of their AFFH certification.

Conclusion

In summary, the new rule no longer requires that PHAs complete analyses of impediments or fair housing assessments. Instead, PHAs must participate in the consolidated planning process for their local jurisdictions and make sure their annual plans are consistent with a jurisdiction’s consolidated plan with respect to affirmatively furthering fair housing. Additionally, PHAs must submit a certification from local or state officials that their annual plan is consistent with the local consolidated plan, a certification that the PHA is in compliance with applicable civil rights laws, and a certification that the PHA is affirmatively furthering fair housing. Finally, the definition of affirmatively furthering fair housing has been broadened to make meeting the requirement easier.

House Infrastructure Proposal Invests More Than \$100 Billion in Affordable Housing

A wide-sweeping infrastructure proposal was introduced in the House late last week, investing over \$100 billion in direct spending for affordable housing programs and a major expansion to housing and community development tax credits.

The Moving Forward Act (HR 2) includes the entirety of the Housing is Infrastructure Act (HR 5187) that was introduced by Financial Services Chairwoman Maxine Waters (D-Calif.) earlier this year, as well as provisions of the Affordable Housing Credit Improvement Act (S. 1703, HR 3077).

The legislation is an attempt by House Democrats to push forward infrastructure and economic stimulus priorities on must-pass legislation: authorization of transportation programs, which expires on September 30. The \$1.5 trillion infrastructure package contains provisions on transportation, educational facilities, renewable energy, climate change, and broadband, in addition to affordable housing investments.

The package is expected to be approved by the House next week. However, its fate in the Senate is less certain. Several major sticking points are likely to hold up its passage in the upper chamber, including a lack of financing for transportation programs and the inclusion of renewable energy and climate change provisions. The overall price tag- \$1.5 trillion- could also be problematic for some Senators.

Housing is Infrastructure

The Moving Forward Act includes Financial Services Chairwoman Waters’s “Housing is Infrastructure Act” (HR 5187).

Chairwoman Waters’s “Housing is Infrastructure Act of 2019” provides \$100.6 billion in funding to communities and tribes to preserve and develop affordable housing, revitalize neighborhoods, and conduct pre-disaster mitigation. The bill includes:

- \$70 billion to fully address the public housing capital backlog;
- \$10 billion for the Community Development Block Grant program to incentivize local communities to reduce costs of affordable housing development;
- \$5 billion for the HOME Investment Partnership Program;

- \$1 billion to fully fund the backlog of capital needs for our rural housing stock;
- \$1 billion to support mitigation to protect communities from future disasters and reduce post-disaster federal spending;
- \$5 billion for the Housing Trust Fund;
- \$100 million to help low income elderly households in rural areas age in place;
- \$1 billion for the Native American Housing Block Grant Program to address substandard housing conditions on tribal lands;
- \$2.5 billion for the Supporting Housing for Elderly;
- \$2.5 billion for Supportive Housing for persons with disabilities; and
- \$2.5 billion to the Capital Magnet Fund.

Tax Credits and Bonds

The Moving Forward Act has many provisions related to housing tax credits and housing bonds that will strengthen and increase the production and delivery of affordable housing. Below is a summary of the key housing tax credit and housing bond provisions.

Several of the proposals from the Affordable Housing Credit Improvement Act (S.1703/H.R.3077) are included:

- Permanent Minimum 4 Percent Housing Credit Rate – This will lead to additional resources that, over the next 10 years, will create an additional 126,000 affordable housing units according to [Novogradac & Co.](#)
- Increase Annual Allocation of Housing Credits – The more than 60% increase housing credits will be phased in over an accelerated two-year period.
- Development Basis Boosts – In order to serve hard-to-reach communities and populations, the bill would allow for specific additional basis boosts:
 - Developments occupied by at least 20 extremely low-income tenants, will receive a 50 percent basis increase along with a 10 percent Housing Credit allocation increase; and
 - Properties in rural areas, Native American areas, or financed by housing bonds designated as Difficult to Develop will receive a 30 percent basis increase.
- Addressing NIMBY Issues – The bill would prohibit local approval and local contributions are prohibited.

Additional Housing Credit provisions are included that address COVID-19 response concerns:

- 50 Percent Test to 25 Percent Test – Reducing the housing bond financing requirement to 25 percent to access the 4 percent housing credits will produce approximately 1.4 million additional affordable units over the next 10 years according to [Novogradac & Co.](#)
- 12-Month Extensions – The Housing Credit 10 percent rule requiring that requires expending 10 percent of the development’s basis is expended to in one year is extended to two years. Additionally, the rehabilitation expenditure deadline is extended from 24 months to 36 months.
- “Adjuster” Issues – Allow owners to request 150 percent of the Housing Credits that are allowable in order to address the potential financial penalties (adjusters) that might occur due to delays related to COVID-19.

Other provisions:

- A new 25 percent low-income housing supportive services credit is also included that would allow housing credit properties to have a portion of the costs of resident services to be covered.
- A provision allows for a 30 percent increase in the private activity bond volume cap that will allow states to issue additional multifamily housing bonds.

HUD Publishes Notice on CARES Act HCV, HAP and Admin Fee Distribution

Earlier today, HUD released two notices detailing the requirements for accessing Coronavirus Aid, Relief, and Economic Security (CARES) Act funding for the Housing Choice Voucher (HCV) program. The notices detail the mechanisms for accessing both additional Housing Assistance Payment (HAP) funding and administrative fee funding. The two notices are titled the following:

- [PIH Notice PIH-2020-17](#) – “[CARES Act – Housing Choice Voucher \(HCV\) Program Housing Assistance Payments \(HAP\) Supplemental Funding](#)”; and
- [PIH Notice PIH-2020-18](#) – “[CARES Act – HCV Program Administrative Fees – Second Award](#).”

These notices allocate \$400 million in HAP funding and \$472 million in administrative fee funding. Additional information on each notice can be found below.

Accessing CARES Act HAP Funding – [PIH-2020-17](#)

The CARES Act allocated \$400 million in HAP funding for the HCV program. The act states that this funding can go only to certain PHAs:

1. PHAs experiencing a significant increase in voucher per unit cost (PUC) due to extraordinary circumstances; or
2. PHAs that—despite taking reasonable cost saving measures (determined by HUD)—would otherwise be required to terminate assistance to families as a result of insufficient funding (i.e., PHAs in “shortfall”).

Significant Increase in PUC Due to Extraordinary Circumstances

If a PHA has previously submitted applications for calendar year (CY) 2020 HAP renewal set-aside funding under the “Unforeseen Circumstances” category due to PUC increases caused by COVID-19, the PHA must resubmit according to instructions in this new notice. For those who submitted under the “Unforeseen Circumstances” category for other reasons, they are not required to resubmit, but may do so if their PUC has further increased because of COVID-19.

Public Housing Agencies must meet certain requirements to access this funding. First, applications must be submitted by Oct. 31, 2020. Applications will be reviewed by HUD on a rolling basis. Second, to be eligible, a PHA must have a PUC that is 102 percent or greater than the PUC HUD used to determine the PHA’s CY 2020 renewal funding. The PHA must also meet the submission requirements detailed in the notice.

The PHA will also receive a priority status. If the PHA’s HAP reserves contain an amount that is less than the amount needed to cover 3 months of HAP expenses, the PHA will qualify for priority status. Public housing agencies qualifying for priority status will receive funding shortly after their application is processed, subject to funding availability. Those agencies that receive regular priority will receive notification that their application has been approved, but funding will not be made until November.

Group		Complete Application	PUC > than 102%	HAP Reserve < 3 months
Priority	Eligible for Immediate funding	Yes	Yes	Yes
Regular	To be funded in Nov. 2020	Yes	Yes	No
Ineligible	Ineligible for Funding	No	No	N/A

To be eligible for funding, a PHA must submit a completed Appendix B in the notice to 2020COVIDHCV@hud.gov.

The period of availability for funds awarded in this category is until June 30, 2021. These funds may not be rolled into restricted net position (RNP) and must be tracked and accounted for separately through the period of availability.

Shortfall Funding

For PHAs that apply under this category, if the PHA previously applied for shortfall funds under the CY 2020 HAP renewal set-aside, the PHA does not have to reapply. For PHAs that have not submitted a shortfall application by the date of this notice, to access these funds under this category, those PHAs must do so in accordance with this notice. The Department will address shortfall first with CARES Act funding, then with the 2020 HAP renewal set-aside funding.

To be eligible for shortfall funding, PHAs must meet one of the following two scenarios:

- Shortfall Scenario 1: Applicable to PHAs that have a confirmed shortfall by the Shortfall Prevention Team on or by March 31, 2020; or
- Shortfall Scenario 2: Application to PHAs that were not in a confirmed shortfall by the Shortfall Prevent Team as of March 31, 2020. The Department will review each application here on a case-by-case basis.

The Department will use the HCV Two-Year Forecasting Tool to determine shortfall status. Additional details are provided in the notice. Agencies with specific questions may contact 2020ShortfallInquiries@hud.gov.

Certain requirements must be met to access funds in this category. The PHA must submit Appendix D, if applicable (e.g., those who have already submitted materials). Additionally, the application period will remain open and PHAs may submit applications for funding later in the year, if attrition does not resolve their shortfall. Requests for this funding must be submitted to 2020Shortfallapplications@hud.gov.

The period of availability for funds awarded in this category is until December 31, 2020. These funds may not be rolled into restricted net position (RNP) and must be tracked and accounted for separately through the period of availability.

Accessing CARES Act Administrative Funding – [PIH-2020-18](#)

The CARES Act allocated \$850 million for additional administrative fee funding. The Department has allocated \$378 million in the past. This notice allocates the remainder of \$472 million in administrative fees to PHAs.

The \$472 million (the equivalent of 2.35 months of administrative fee eligibility) will be disbursed to all PHAs—including Moving to Work PHAs—in a single disbursement in the beginning of August. The amount of funding allocated will determined by multiplying the total unit months leased (UML) in the voucher management system (VMS) for the month of May by double the CY 2020 administrative fee rates at an approximate proration of 117 percent.

The notice also expands the use of eligible uses of CARES Act administrative fees (see below). Requests for additional uses may be sent to FinancialManagementCenter@hud.gov. New uses will be added at [HUD's HCV page](#).

The period of availability for expenditure for these funds is until June 30, 2021. These funds may not be rolled into unrestricted net position (UNP) and must be tracked and accounted for separately through the period of availability. Unexpended funds will be recaptured by HUD.

Eligible Uses of CARES Act HCV Administrative Fees

The notice expands the list of eligible activities that administrative funds may be used for. Now, CARES Act administrative fees may be used for:

- Any current eligible HCV (including Mainstream vouchers) administrative costs during the period that the program remains impacted by COVID-19;
 - Including necessary upgrades to information technology or computer systems to enhance telework capacities and overtime pay for PHA staff to carry out HCV Program responsibilities; and
- New COVID-19 related activities;
 - PHA staff and resident related eligible expenses (NEW):
 - Sourcing and purchasing personal protective equipment for PHA staff and for residents visiting the PHA offices or premises for program related reasons;
 - Expenses incurred because of COVID-19 restrictions impacting PHA operations (e.g., paying for transportation expenses for PHA staff who rely on public transit that is no longer available);
 - COVID-19 testing costs for PHA Staff and participating families. PHAs should adopt reasonable operating procedures related to testing;
 - Other eligible activities related to social distancing and PHA operations (NEW):
 - Creation or update of infectious disease outbreak plan;

- Physical improvements to office space including expansion, remodel, or space rental;
- Costs to facilitate and coordinate with local schools and local governments receiving funds from the U.S. Department of Education for the education of students in the program:
 1. Costs for technological needs of program participants with school aged children being homeschooled as a result of the pandemic that are not and will not be provided through other Federal, State, or local governments;
- Procuring cleaning supplies and/or services to maintain safe and sanitary HCV units including common areas and in-unit cleaning of all Project-Based Voucher (PBV) assisted units;
- Relocation of PHA staff and participating families to health units or other designated units for testing, hospitalization, or quarantine, or transportation to these locations to limit the exposure that could be caused by using mass transportation (New text highlighted);
- Additional costs to supportive services vendors incurred due to COVID-19;
- Costs to retain or increase owner participation in the HCV Program, such as incentive costs (e.g., the PHA offers owner an incentive payment to participate in recognition of added difficulties of making units available for HCV families to rent while stay-at-home orders or social distancing practices are in effect);
- Costs for providing childcare for the children of PHA staff that would not have otherwise been incurred (e.g., children are at home due to school closings, PHA staff are working outside of regular work schedules, etc.);
- Costs associated with the delivery of goods, including food and medical supplies that comply with the Centers for Disease Control (CDC) requirements, to program participants;
- Public health-related security costs to enforce orders to shelter-in-place, stay-at-home orders, or visitor-restriction policies for PHA owned PBV projects;
- Administration costs associated with the implementation of COVID-19-related activities that are not eligible HCV administrative costs (e.g., paying overtime to staff to carry-out these COVID-19-related activities); and
- Other costs either directly or indirectly related to COVID-19 as determined eligible on a case-by-case basis at the Secretary's discretion.

Program type: **All Relevant Programs/PH/S8HCV**

Level of Information: **Polk County vs State FL**

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

Race/Ethnicity

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

State vs County	White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
FL State	40%	58%	0%	0%	0%	0%	0%	0%	2%
FL105 Polk County	24%	75%	0%	0%	0%	0%	1%	0%	0%

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

State vs County	Hispanic or Latino	Non - Hispanic or Latino
FL State	29%	71%
FL105 Polk County	16%	84%

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
7/30/2020	96.77%	0/07/2020

Housing Choice Voucher Program

Waiting Lists

Tenant-Based Waitlist

The tenant-based waiting list is currently closed.

Project-Based Waitlist – The Manor at West Bartow

The Manor at West Bartow waiting list is continuously open.

Project-Based Waitlist – Villas at Lake Bonnet

The Villas at Lake Bonnet waiting list is continuously open.

Program Information

Port Outs

LHA currently processed zero (0) port-outs in the month of July. Port outs are clients that use their voucher in another jurisdiction.

Port Ins

LHA currently has zero (0) active port ins for the month of July. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

Lease-up & Movers

As of July 31, 2020, Lakeland Housing Authority issued eight (8) vouchers to movers. We received twenty (20) Requests for Tenancy Approvals during the month of July. We processed one (1) initial move-in and three (3) port-in, and zero (0) port outs were sent to another jurisdiction.

Active Clients

As of July 31, 2020, LHA is servicing 1,383 families on the Housing Choice Voucher program.

Program	Total Vouchers
• Regular Vouchers & Project Based Vouchers	1138
• Mainstream	40
• VASH	67
• Tenant Protection	110
• Port Out	28
• Port In	0
Total	1383

EOP – End of Participation

LHA processed five (5) EOP's with a date effective the month of July 2020. Below are the reasons for leaving the program:

Reason	Count
• Termination – Criminal	0

• Termination – Unreported income and/or family composition	3
• Left w/out notice	0
• No longer need S/8 Assistance and/or transfer to another program	1
• Deceased	0
• Landlord Eviction	0
• Lease and/or Program Violations non-curable	1
Total	5

PIC Reporting Percentage

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

(July summarization is scheduled for 08/10/2020)

Effective Date	HCV	Date Collected
06/30/2020	95%	07/05/2020

General information and activities for the month of July 2020

- The Housing Choice Voucher Department processed one hundred thirty-eight (138) annual certifications and ninety (90) interim certifications.
- The Inspections Unit conducted a total of forty-seven (47) inspections.
- A total of zero (0) hearings were conducted.

Repayment Agreements for Unreported Income

(No Changes reported)

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

Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No	N/A	No
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	N/A	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Angie Santiago	Angie Santiago	Gladys Delgado	Gladys Delgado	Patricia Blue	Jeannette Albino	Vanessa C. Johnson

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

July 2020

FSS Program Statistics

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

Escrow Balances

- The balance of the Section 8 FSS escrow July 2020 is \$ 96,427.16
- The average amount is \$ 4,591.76

Recruiting

- Received 64 letter of interest.

Housing Choice Voucher Program (Section 8):

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

(HCV) Termination/Forfeiture/Transfer/Disbursement:

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

Goals completed/enrolled by the Section 8 FSS participants:

- 64 families enrolled.

Completed Contract of Participation:

- 1 family completed the contract as of the end of July 2020.

Services needed to complete Contract of Participation:

- Scheduled GED Readiness, Life Skills, and Employability Skills workshops
- FSS Workshops were done using Zoom from June 9-June 11th, 2020
- Participants were assisted in the workshop sign-up process
- One Laptop and one tablet were lent to accommodate participants who needed technology support.
- Homeownership information, Solita's House, was given to participants.
- A great deal of our clients need assistance with fuel and transportation. Most of our participants are eager to receive educational assistance, The Agricultural and Labor Program, Inc has many resources within their program that will be of great benefit.

Community Networking

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

Family Self-Sufficiency (Public Housing Program)

July 2020

FSS Program Statistics

Programs	Mandatory	Enrolled families	Participants with Escrow	% With Escrow
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Public Housing	50	343	13	34%
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- The balance of the Public Housing FSS escrow April 2020 is **\$14,732.83**
- The average amount is **\$2,230.89**

Recruiting

- Received ten (10) letter of interest.

Housing Choice Voucher Program (PH):

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

(PH) Termination/Forfeiture/Transfer/Disbursement:

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

Goals completed/enrolled by the Public Housing FSS participants: 10

Completed Contract of Participation:

- No. of families completing the contract as of to the end of June 2020: 0

Services needed to complete Contract of Participation:

- Food pantry listings was also distributed to families in need.
- Three (3) homeownership inquiries were forwarded to Ms. Lovett for further processing.
- Residents were assisted in the free online homeownership sign-up through the Neighborhood Assistance Corporation of America (NACA) program taking place July 5th, 2020.
- Free online GED class information was provided to FSS participants.
- Food drive was scheduled for residents in need on 7/02/2020.

Approximately 2 families are pending enrollment into the FSS program.
Orientation will be held for all 2 participants via phone conference.

Community Networking

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

Respectfully,

Carlos R. Pizarro An

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



ADMINISTRATION REPORT

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie A. Turner, VP of Administration

DATE: August 12, 2020

RE: July 2020 Financial Statements

I have attached the Statements of Operations, Balance Sheets and Cash Flows for period ending July 25, 2020 for the following entities:

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

These statements are unaudited and compiled from LHA Finance.

Valerie A. Turner

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



Monthly Statement of Operations Narrative Summary Report

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

Summary Report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):
COCC has a Net Operating Income (NOI) of \$25,287 for the period and \$25,514 for year-to-date.
2. Section 8 Housing Choice Voucher (HCV) Program:
HCV has a NOI of \$163,154 for Program Administration and \$526,090 for Housing Assistance Payment (HAP).
3. Public Housing (AMP 1 - WestLake Apartments, John Wright Homes and Cecil Gober Villas):
NOI is -\$21,050 for the period and -\$64,234 for the year.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place (AMP 2): Carrington Place's NOI is \$835 for the year.
5. Renaissance at Washington Ridge LTD., LLLP (AMP 3): NOI is \$3,192,508 for year-to-date.
6. Colton Meadow, LLLP:
The NOI for Colton Meadow is \$59,213 for the year.
7. Bonnet Shores, LLLP:
Villas at Lake Bonnet has a NOI of \$7,488 for the year.
8. West Bartow Partnership, LTD, LLLP:
The property has a NOI of \$26,622 for the year.
9. Hampton Hills (AMP 4):
This property has a NOI of -\$67,462 for year-to-date.
10. YouthBuild:
YouthBuild has a NOI of -\$30,360 for the year. The negative NOI is due to timing of the grant reimbursement from the Department of Labor.
11. Williamstown, LLLP (AMP 5):
The property has a NOI of -\$22,118 for year-to-date.
12. West Lake 1, LTD (AMP 6):
The property has a NOI of \$64,748 for year-to-date.





The table below summarizes LHA’s current financial position for its 11 most active properties.

LAKELAND HOUSING AUTHORITY (FL011) Affordable Housing Portfolio			
Item #	Property #	Name	NOI Before Depreciation
1	96	Central Office Cost Center (COCC)	\$25,514
2	80	Housing Choice Voucher (HCV) Administration	\$163,154
		HCV Housing Assistance Payment (HAP)	\$526,090
3	10	<i>Public Housing General (AMP 1) – WestLake/Cecil Gober Villas/John Wright Homes</i>	-\$64,234
4	16	Dakota Park Limited Partnership, LLLP (AMP 2) d.b.a. Carrington Place	\$835
5	17	Renaissance at Washington Ridge, Ltd., LLLP (AMP 3)	\$3,192,508
6	56	Colton Meadow, LLLP	\$59,213
7	57	Bonnet Shores, LLLP	\$7,488
8	62	West Bartow Partnership, Ltd., LLLP	\$26,622
9	12	<i>Hampton Hills (AMP 4)</i>	-\$67,462
10	49	<i>YouthBuild-Lakeland</i>	-\$30,360
11	99	<i>Williamstown, LLLP (AMP 5)</i>	-\$22,118
12	100	West Lake 1, LTD (AMP 6)	\$64,748

Conclusion: Eight (8) of the twelve (12) properties continue to have a positive NOI for the year. Positive NOI also continues to be experienced with HCV-HAP due to receipt of HUD held reserves. The only program that will consistently have a negative NOI is YouthBuild-Lakeland due to it being a reimbursable grant.

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

Hampton Hills: sale of 3974 Rollingsford Circle in July contributed to the negative NOI at this property. This is because the financial statements were adjusted to reflect the asset being transferred out of Hampton Hills to a third-party owner.

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



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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	750	750.00	-	0.00%	1	3,782	5,250	(1,468)	-27.97%	9,000
Public Housing, Sec 8 and Other Mgmt. Inco	73,919	51,472	22,446	43.61%	2	380,390	360,306	20,084	5.57%	617,667
Other Income	19,655	4,539	15,116	333.04%	3	138,470	31,772	106,698	335.83%	54,466
Grants Salary Cont.(YB-Director)	1,264	842	421	50.01%		8,845	5,896	2,949	50.01%	10,108
Total Revenue	95,587	57,603	37,984	65.94%		531,487	403,224	128,263	31.81%	691,241
Administrative Expenses	69,862	55,986	13,877	24.79%	5	498,433	391,901	106,531	27.18%	671,831
Tenant Services	-	-	-			88	-	88		-
Utility Expense	-	20	(20)	-100.00%	4	-	140	(140)	-100.00%	240
Maintenance Expense	306	787	(481)	-61.15%	6	6,416	5,511	905	16.42%	9,447
General Expenses	-	810	(810)	-100.00%	4	-	5,672	(5,672)	-100.00%	9,723
Financing Expenses	132	-	132		7	1,036	-	1,036		-
Total Expense before depreciation	70,301	57,603	12,697	22.04%		505,972	403,224	102,748	25.48%	691,241
Operating Income (Loss) before Deprec	25,287	0	25,287	0		25,514	0	25,514	0	0
Depreciation/Amortization	2,852	-	2,852			19,967	-	19,967		-
Transfer In	-	-	-			-	-	-		-
Transfer Out	-	-	-			-	-	-		-
Intra-Funds Transfer In/Out	-	-	-			-	-	-		-
Total Expense	73,153	57,603	15,550	26.99%		525,939	403,224	122,715	30.43%	691,241
Net Operating Income (Loss)	22,434	0	22,434	0		5,548	0	5,548	0	0

Comments

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

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

ASSETS

Unrestricted Cash	
Cash Operating 1	9,499.48
Cash-Payroll	43,116.14
Total Unrestricted Cash	<u>52,615.62</u>
TOTAL CASH	<u>52,615.62</u>
Cash - Vending	3,116.05
Cleared Interfund Account	-268,144.41
Due from Public Housing General	61,606.40
A/R - Youthbuild DOL	9,163.14
A/R - Capital Fund Grants/HUD	1,421.32
TOTAL: DUE FROM	<u>75,306.91</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-192,837.50
OTHER CURRENT ASSETS	
Prepaid Expenses and Other Assets	1,341.65
Prepaid Software Licenses	166.12
TOTAL OTHER CURRENT ASSETS	<u>1,507.77</u>
TOTAL CURRENT ASSETS	<u>-138,714.11</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Furniture & Fixtures	11,185.60
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-33,768.44
Intangible Assets	
Lease-Right of Use Asset	171,142.00
Lease Amortization	26,015.88
TOTAL NONCURRENT ASSETS	<u>145,126.12</u>
TOTAL ASSETS	<u>6,412.01</u>

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	5,034.88
Workers Compensation	7,754.08
Employee Donations Payable	168.67
Other Current Liabilities	65,458.31
Lease payable-Short Term	14,421.35
Accrued Compensated Absences-Current	11,202.46
TOTAL CURRENT LIABILITIES	<u>104,039.75</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	20,804.56
Lease Payable	130,864.31
TOTAL NONCURRENT LIABILITIES	<u>151,668.87</u>
TOTAL LIABILITIES	<u>255,708.62</u>
EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-249,296.61
TOTAL RETAINED EARNINGS:	<u>-249,296.61</u>
TOTAL EQUITY	<u>-249,296.61</u>
TOTAL LIABILITIES AND EQUITY	<u>6,412.01</u>

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

For the Current Month and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	8,617.42	9,499.48	882.06
Cash-Payroll	42,407.86	43,116.14	708.28
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,116.05	3,116.05	0.00
Total Cash	54,141.33	55,731.67	1,590.34

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	54,556.63	9,499.48	-45,057.15
Cash-Payroll	78,838.07	43,116.14	-35,721.93
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,084.50	3,116.05	31.55
Total Cash	136,479.20	55,731.67	-80,747.53

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue/Port Re	155,605	63,800	91,805	143.90%	1	593,593	446,600	146,993	32.91%	765,600
Other Income	1,531	1,649	(118)	-7.13%		2,189	11,543	(9,355)	-81.04%	19,788
Total Revenue	157,137	65,449	91,688	140.09%		595,781	458,143	137,638	30.04%	785,388
Administrative Expenses	85,076	64,498	20,578	31.91%	2	432,045	451,486	(19,441)	-4.31%	773,976
Tenant Services	-	-	-			-	-	-		-
Utilities	-	-	-			-	-	-		-
Maintenance Expense	1,066	511	555	108.62%	4	7,168	3,577	3,591	100.40%	6,132
General Expenses (Insurance, etc.)	488	175	313	179.05%	2	(6,586)	1,225	(7,811)	-637.63%	2,100
HAP & URP Expenses - Port in Payments	-	-	-	0.00%		-	-	-	0.00%	-
Total Expense before Depreciation	86,631	65,184	21,447	32.90%		432,627	456,288	(23,661)	-5.19%	782,208
Operating Income (Loss) before Dep	70,506	265	70,241			163,154	1,855	161,299	8695.36%	3,180
Depreciation	265	265	-	0.00%		1,855	1,855	-	0.00%	3,180
Transfer Out	-	-	-			-	-	-		-
Total Expense	86,896	65,449	21,447	32.77%		434,482	458,143	(23,661)	-5.16%	785,388
Net Operating Income (Loss)	70,241	-	70,241			161,299	-	161,299		-

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	919,667	729,069	190,598	26.14%	1	6,632,418	5,103,483	1,528,935	29.96%	8,748,828
Other income	1,576	931	600	0.00%		2,471	6,517	(4,046)	0.00%	11,172
Total Revenue	921,243	730,000	191,198	26.19%		6,634,889	5,110,000	1,524,889	29.84%	8,760,000
Housing Assistance Payments	856,656	697,500	159,156	22.82%	3	5,806,739	4,882,500	924,239	18.93%	8,370,000
Tenant Utility Reimbursement	22,932	9,385	13,547	144.35%	3	130,521	65,695	64,826	98.68%	112,620
Port Out HAP Payments	21,141	18,755	2,386	12.72%	3	149,008	131,285	17,723	13.50%	225,060
FSS Escrow Payments	3,143	4,360	(1,217)	-27.91%	2	22,070	30,520	(8,450)	-27.69%	52,320
FSS Forfeitures & Adjustments	468	-	468			461	-	461	#DIV/0!	-
Program Expenses Before Depreciation	904,340	730,000	174,340	23.88%		6,108,799	5,110,000	998,799	19.55%	8,760,000
Program Income (Loss) before Depr	16,903	-	16,858	0		526,090	-	526,090	0	-
Total Expense	904,340	730,000	174,340	23.88%		6,108,799	5,110,000	998,799	19.55%	8,760,000
Net Operating Income (Loss)	16,903	-	16,858			526,090	-	526,090	0	-

Comments

1 PHA Held Reserves increased due to receipt of additional funds from HUD. Administrative costs decreased because the budget anticipated that Port-in cases would be administered by the Authority. However, no cases have been administered by LHA as of this July 2020 financial report.

LHA received additional HAP funding from for COVID 19- CARES ACT to assist residents with housing subsidy. Funding received from CARES ACT also included administrative fees. Note that the revenue is being recognized as the expenses are incurred.

2 Variance is due to expenses being less than budgeted.

3 HAP, Tenant Utility Reimbursements and Port Out payments increased in June 2020.

4 Costs associated with third-party contracted services increased; which also increased LHA cost to maintain and administer the

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

ASSETS

Unrestricted Cash	
Cash Operating 1	76,238.50
Cash-Payroll	798.08
Cash Operating 2B	750,808.97
Total Unrestricted Cash	<u>827,845.55</u>
Restricted Cash	
Cash Restricted - FSS Escrow	101,521.43
CARES ACT Restricted Cash	69,123.64
Total Restricted Cash	<u>170,645.07</u>

TOTAL CASH 998,490.62

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	268,787.93
Allowance for Doubtful Accounts-Tenants/Vendors	-268,787.93
A/R WF Dec ACH	3,400.10
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	117.25
Cleared Interfund Account	-182,061.29
Due from Section 8 Mainstream	-118,191.76
A/R-Other Government	1,897.15
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>-294,838.55</u>

OTHER CURRENT ASSETS

Prepaid Insurance	533.31
Prepaid Software Licenses	1,964.72
TOTAL OTHER CURRENT ASSETS	<u>2,498.03</u>
TOTAL CURRENT ASSETS	<u>706,150.10</u>

NONCURRENT ASSETS

FIXED ASSETS	
Automobiles	15,900.00
Furniture & Fixtures	26,461.08
Accum Depreciation- Misc FF&E	-35,406.60
Intangible Assets	
TOTAL FIXED ASSETS (NET)	<u>6,954.48</u>
Non-Dwelling Equipment	2,406.00
TOTAL NONCURRENT ASSETS	<u>9,360.48</u>

TOTAL ASSETS 715,510.58

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors	-91,579.80
Due to Section 8	-118,191.76
Tenant Prepaid Rents	7,813.35
State of FL Unclaimed Funds	33,224.76
Accrued Compensated Absences-Current	5,475.43
Deferred Revenue	74,595.64
TOTAL CURRENT LIABILITIES	<u>-88,662.38</u>

TOTAL CURRENT LIABILITIES

-88,662.38

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	10,168.65
FSS Due to Tenant Long Term	101,989.76
TOTAL NONCURRENT LIABILITIES	<u>112,158.41</u>

TOTAL LIABILITIES

23,496.03

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	692,014.55
TOTAL RETAINED EARNINGS:	<u>692,014.55</u>

TOTAL EQUITY

692,014.55

TOTAL LIABILITIES AND EQUITY

715,510.58

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

For the Current and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	226,252.02	76,238.50	-150,013.52
Cash-Payroll	-1,367.58	798.08	2,165.66
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	706,858.79	750,808.97	43,950.18
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	112,280.58	101,521.43	-10,759.15
CARES ACT Restricted Cash	0.00	69,123.64	69,123.64
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	1,044,023.81	998,490.62	-45,533.19

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	38,325.21	76,238.50	37,913.29
Cash-Payroll	-3,034.03	798.08	3,832.11
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	11,155.40	750,808.97	739,653.57
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	104,512.40	101,521.43	-2,990.97
CARES ACT Restricted Cash	0.00	69,123.64	69,123.64
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	150,958.98	998,490.62	847,531.64

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	22,539	7,546	14,993	198.69%	1	119,060	52,822	66,238	125.40%	90,552
Other Tenant Income	10	570	(560)	-98.25%		(1,106)	3,990	(5,096)	-127.72%	6,840
Government Subsidy Income	49,913	59,922	(10,010)	-16.70%	2	387,390	419,456	(32,067)	-7.64%	719,068
Interest Income Restricted	9,130	9,245	(115)	-1.24%		63,980	64,713	(733)	-1.13%	110,937
Other Income	1	-	1	#DIV/0!		42,071	-	42,071	#DIV/0!	-
Total Revenue	81,592	77,283	4,309	5.58%		611,394	540,981	70,413	13.02%	927,397
Administrative Expenses	53,525	43,477	10,048	23.11%	4	383,633	304,339	79,294	26.05%	521,725
Tenant Services Expenses	29	100	(71)	-71.25%	3	233	700	(467)	-66.68%	1,200
Utility Expense	10,028	6,400	3,628	56.69%	5	71,721	44,800	26,921	60.09%	76,800
Maintenance and Development Expen:	29,608	18,789	10,819	57.58%	4	179,916	131,525	48,391	36.79%	225,471
General Expenses	8,163	5,517	2,647	47.97%	3	31,386	38,617	(7,231)	-18.73%	66,201
Housing Assistance Payments	1,288	3,000	(1,712)	-57.07%	3	8,739	21,000	(12,261)	-58.39%	36,000
Finance Expense	-	-	-	-		-	-	-	-	-
Operating expense before Depreciatio	102,642	77,283	25,359	32.81%		675,628	540,981	134,647	24.89%	927,397
Net Operating Income (Loss)	(21,050)	(0)	(21,050)	631497498%		(64,234)	(0)	(64,234)	275288342%	(0)
Depreciation	9,363	34,426	(25,063)	-72.80%		65,543	240,984	(175,441)	-72.80%	413,115
Capital Replacement Items	-	10,860	(10,860)	-100.00%		-	76,018	(76,018)	-100.00%	130,317
Transfer Out	(15,402)	-	(15,402)			(107,811)	-	(107,811)		-
Intra-Funds Transfer In/Out	-	-	-			27,582	-	27,582		-
Total Expenses	96,604	122,569	(25,965)	-21.18%		660,942	857,984	(197,042)	-22.97%	1,470,829
Net Income (Loss)	(15,012)	(45,286)	30,274	0		(49,547)	(317,002)	267,455	0	(543,432)

Comments

- 1 Property consists of 91 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income for the year is presently higher than what was budgeted. The buildings are dried in with finishes in progress. Exterior painting is also in progress.
- 2 Subsidy payments for AMP 1 continues to be lower than anticipated.
- 3 Variance is a result of expenses being less than the budget.
- *4 Social distancing and other safety measures implemented to guard against the COVID-19 pandemic continue to cause the increase in administration and maintenance of the property.
- 5 Utility Expense was higher than budgeted due to increased electricity costs.
- 6 The NOI for AMP1 continues to be negatively impacted from years of accumulated accrued interest on the loan to Bonnet Shores, LLLP.

*As of July 2020, total CARES Act expenses were \$29,409.47. During this reporting period, staff submitted the second CARES Act voucher to HUD for reimbursement.

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

ASSETS

CASH	
Unrestricted Cash	
Cash Operating 1	222,491.17
Cash-Payroll	-835.99
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	222,455.18
Restricted Cash	
Cash Restricted-Security Deposits	28,000.00
Cash Restricted - FSS Escrow	37,243.58
Total Restricted Cash	65,243.58
TOTAL CASH	287,698.76

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	19,259.57
Allowance for Doubtful Accounts-Tenants/Vendors	-9,940.03
AR-TPA/Fraud Recovery	5,530.64
TOTAL: AR	14,850.18
Waste Deposit	547.00
Cleared Interfund Account	321,013.74
Due from LPHC	750,132.63
A/R - Capital Fund Grants/HUD	-116,933.32
Due from HOPE VI	0.13
Due From Public Housing Reserve	10,787.92
Due From FSS	43,193.74
TOTAL DUE FROM	-62,404.53
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	574,933.39
TOTAL ACCOUNTS AND NOTES RECEIVABLE	3,362,247.41

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	7,763.30
Prepaid Software Licenses	474.60
Insurance Deposit	37,400.00
Utility Deposit - Electric	2,600.00
TOTAL OTHER CURRENT ASSETS	49,237.90
TOTAL CURRENT ASSETS	3,699,184.07

NONCURRENT ASSETS

FIXED ASSETS

Land	1,466,869.23
Buildings	388,223.77
Building Improvements	3,402.00
Machinery & Equipment	6,687.73
Automobiles	135,283.93
Site Improvement-Infrastructure	582,079.00
Construction In Progress	47,893.00
Accum Depreciation-Buildings	-9,910,548.69
Accum Depreciation- Misc FF&E	-545,290.52
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
TOTAL FIXED ASSETS (NET)	-8,407,479.55
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	4,064,767.49
Dwelling Structures	5,154,722.42
Dwelling Equipment	26,717.87
Non-Dwelling Structures	679,307.53
Non-Dwelling Equipment	737,435.65
TOTAL NONCURRENT ASSETS	2,327,727.23
TOTAL ASSETS	6,026,911.30

LIABILITIES & EQUITY

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	12,987.43
Tenant Security Deposits	26,200.00
Security Deposit-Pet	1,800.00
Accrued audit fees - LHA	29,270.47
Due to Central Office Cost Center	61,606.40
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	3,386.55
Accrued Compensated Absences-Current	4,462.75
TOTAL CURRENT LIABILITIES	139,199.59

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	8,287.96
FSS Due to Tenant Long Term	37,243.58
Notes Payable-LT	303,000.00
TOTAL NONCURRENT LIABILITIES	348,531.54

TOTAL LIABILITIES

487,731.13

EQUITY

RETAINED EARNINGS

Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	-128,872.83
TOTAL RETAINED EARNINGS:	5,539,180.17

TOTAL EQUITY

5,539,180.17

TOTAL LIABILITIES AND EQUITY

6,026,911.30

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

For the Current and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	230,325.90	222,491.17	-7,834.73
Cash-Payroll	3,101.24	-835.99	-3,937.23
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,400.00	28,000.00	600.00
Cash Restricted - FSS Escrow	36,908.79	37,243.58	334.79
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	297,735.93	286,898.76	-10,837.17

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	106,639.21	222,491.17	115,851.96
Cash-Payroll	2,192.09	-835.99	-3,028.08
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	36,013.00	28,000.00	-8,013.00
Cash Restricted - FSS Escrow	48,122.54	37,243.58	-10,878.96
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	192,966.84	286,898.76	93,931.92

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,765	13,188	(423)	-3.21%	1	89,327	92,315	(2,988)	-3.24%	158,254
Other Tenant Income	27	485	(458)	-94.43%	2	5,211	3,395	1,816	53.50%	5,820
Government Subsidy	7,166	7,000	166	2.38%	3	54,466	49,000	5,466	11.16%	84,000
Other Income	1	42	(41)	-97.17%		151	294	(143)	-48.64%	504
Total Revenue	19,960	20,715	(755)	-3.65%		149,156	145,004	4,152	2.86%	248,578
Administrative Expenses	6,996	7,448	(452)	-6.07%		53,257	52,136	1,120	2.15%	89,377
Tenant Services Expense	-	10	(10)	-100.00%	5	84	70	14	19.57%	120
Utility Expense	1,379	1,314	65	4.94%	6	12,100	9,198	2,902	31.56%	15,768
Maintenance Expense	2,047	3,932	(1,885)	-47.94%	4	21,988	27,523	(5,535)	-20.11%	47,181
General Expenses	4,770	2,898	1,872	64.61%	7	24,522	20,284	4,238	20.89%	34,773
Housing Assistance Payments	877	556	321	57.73%		3,966	3,892	74	1.90%	6,672
Financing Expenses	3,394	3,828	(433)	-11.32%	8	32,404	26,794	5,609	20.94%	45,933
Operating Expenses before Depreciation	19,463	19,985	(522)	-2.61%		148,320	139,897	8,423	6.02%	239,824
Net Operating Income (Loss)	496	730	(233)	-31.97%		835	5,107	(4,271)	-83.64%	8,754
Depreciation & Amortization	2,114	2,244	(130)	-5.80%		14,796	15,707	(911)	-5.80%	26,926
Capital Replacement Items	-	2,150	(2,150)	-100.00%		15,681	15,050	631	4.20%	25,800
Reimburse Replacement Reserves	-	(2,150)	2,150	-100.00%		-	(15,050)	15,050	-100.00%	(25,800)
Total Expense	21,577	22,229	(652)	-2.93%		178,798	155,604	23,193	14.91%	266,750
Net Income (Loss)	(1,617)	(1,514)	(103)	6.81%		(29,642)	(10,600)	(19,042)	179.63%	(18,172)

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income is slightly less than budgeted.**
- 2 Variance for the year reflects management enforcing the lease and charging residents for damages to their units.**
- 3 Subsidy for the year continues to be higher than anticipated.**
- 4 Variance reflects expenses that are less than the budget.**
- 5 Tenant Services variance is due to resident newsletter expense.**
- 6 Variance in Utility expenses is due to costs associated with garbage disposal.**
- 7 General Expenses variance is due to reduction in rent.**
- 8 Finance expense variance is due to interest owed to PCHD from Jan - June 2020.**

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

ASSETS

Unrestricted Cash	
Cash Operating 1	40,535.78
Cash-Payroll	99.62
Petty Cash	600.00
Total Unrestricted Cash	<u>41,235.40</u>
Restricted Cash	
Cash Restricted-Security Deposits	12,099.00
Cash Restricted-Reserve for Replacemer	25,101.66
Total Restricted Cash	<u>37,200.66</u>
TOTAL CASH	<u>78,436.06</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	12,873.27
Allowance for Doubtful Accounts-Tenants/V	<u>-7,572.00</u>
TOTAL: AR	5,301.27
Due from LPHC	75,251.87
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>80,553.14</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	8,240.15
Utility Deposit	7,060.00
TOTAL OTHER CURRENT ASSETS	<u>15,800.15</u>
TOTAL CURRENT ASSETS	<u>174,789.35</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Building Improvements	14,150.00
Furniture & Fixtures	7,295.00
Accum Depreciation-Buildings	-195,001.71
Accum Depreciation- Misc FF&E	-4,255.65
Intangible Assets	
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,640.00
AA Monitoring Fees	-41,744.00
TOTAL FIXED ASSETS (NET)	<u>748,907.64</u>
TOTAL NONCURRENT ASSETS	<u>748,907.64</u>
TOTAL ASSETS	<u>923,696.99</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	2,879.09
Tenant Security Deposits	11,799.00
Security Deposit-Pet	300.00
Accrued Property Taxes	8,157.09
Accrued Interest - HOPE VI	661,412.63
Accrued Interest - Future Advance	873.00
Accrued Audit Fees	1,750.00
Accrued audit fees - LHA	2,009.90
Due to (17) Renaissance Family Non-ACC	36,226.34
Tenant Prepaid Rents	1.00
Contract Retentions	19,974.37
Accrued Compensated Absences-Current	999.52
Note Payable PCHD	331,119.97
TOTAL CURRENT LIABILITIES	<u>1,077,501.91</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,856.25
Due to Affiliates	149,859.50
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - LHA	101,380.00
TOTAL NONCURRENT LIABILITIES	<u>1,092,640.39</u>
TOTAL LIABILITIES	<u>2,170,142.30</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	-1,219,110.00
Capital - GP2	240,496.13
TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net A	-267,831.44
TOTAL RETAINED EARNINGS:	<u>-267,831.44</u>
TOTAL EQUITY	<u>-1,246,445.31</u>
TOTAL LIABILITIES AND EQUITY	<u>923,696.99</u>

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

Changes in Cash

For the Current and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	32,887.80	40,535.78	7,647.98
Cash-Payroll	364.31	99.62	-264.69
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,099.00	12,099.00	0.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replace	24,433.97	25,101.66	667.69
Cash Restricted - Reserve/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	69,785.08	77,836.06	8,050.98

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	12,196.82	40,535.78	28,338.96
Cash-Payroll	381.93	99.62	-282.31
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,699.00	12,099.00	-600.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replace	20,411.60	25,101.66	4,690.06
Cash Restricted - Reserve/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	45,689.35	77,836.06	32,146.71

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	72,612	69,296	3,316	4.79%	1	490,115	485,072	5,043	1.04%	831,552
Other Tenant Income	492	1,767	(1,275)	-72.15%	2	5,793	12,369	(6,576)	-53.17%	21,204
Government Subsidy	35,179	40,946	(5,767)	-14.08%	3	243,382	286,622	(43,240)	-15.09%	491,352
Other Income	164	965	(801)	-82.96%		14,045	6,755	7,290	107.91%	11,580
Cancellation of Indebtedness - Income	-	-	-			3,125,768	-	3,125,768	0.00%	-
Total Revenue	108,448	112,974	(4,526)	(2)		3,879,102	790,818	3,088,284	0	1,355,688
Administrative Expenses	40,071	45,141	(5,069)	-11.23%	4	280,514	315,985	(35,471)	-11.23%	541,688
Tenant Services	1,074	450	624	138.70%	4	1,414	3,150	(1,736)	-55.11%	5,400
Utility Expense	272	7,984	(7,713)	-96.60%	4	43,335	55,890	(12,555)	-22.46%	95,811
Maintenance Expense	33,815	29,335	4,480	15.27%	5	238,941	205,343	33,598	16.36%	352,016
General Expenses	9,041	6,921	2,120	30.63%	6	60,758	48,445	12,314	25.42%	83,048
Housing Assistance Payments	2,499	1,563	936	59.88%	7	16,525	10,941	5,584	51.03%	18,756
Financing Expenses	4,755	20,639	(15,885)	-76.96%	4	45,107	144,476	(99,368)	-68.78%	247,672
Operating Expense before Depreciation	91,526	112,033	(20,507)	-18.30%		686,595	784,228	(97,634)	-12.45%	1,344,391
Net Operating Income (Loss)	16,922	941	15,980	1697.57%		3,192,508	6,590	3,185,918	48347.40%	11,297
Depreciation & Amortization	57,600	55,766	1,834	3.29%		401,345	390,363	10,982	2.81%	669,194
Capital Replacement Items	1,184	19,706	(18,522)	-93.99%		49,054	137,939	(88,885)	-64.44%	236,466
Reimburse Replacement Reserves	-	(19,706)	19,706	-100.00%		-	(137,939)	137,939	-100.00%	(236,466)
Total Expense	150,310	167,799	(17,489)	-10.42%		1,136,994	1,174,591	(37,598)	-3.20%	2,013,585
Net Income (Loss)	(41,862)	(54,825)	12,963	-23.64%		2,742,109	(383,773)	3,125,882	-814.51%	(657,897)

Comments

- 1 Consists of 108 low- and moderate-income family and senior apartment units and 88 Tax Credit units. Overall rental income is higher than budgeted.**
- 2 Variance reflects timely payment of rents and less damage to the units.**
- 3 Governmental subsidy received is less than budgeted.**
- 4 Variance reflects expenses that are less than the budget.**
- 5 Maintenance variance is due to increased payroll. However, note that CARES Act expenses will be reimbursed by HUD.**
- 6 General expenses variance is due to increased insurance costs.**
- 7 The variance within HAP payments is due to increased utility reimbursement and FSS escrows.**

Lakeland Housing Authority
Renaissance at Washington Ridge LTD., LLLP

Balance Sheet

as of July 25, 2020

ASSETS

Unrestricted Cash	
Cash Operating 1	177,581.26
Cash-Payroll	982.65
Petty Cash	600.00
Total Unrestricted Cash	<u>179,163.91</u>
Restricted Cash	
Cash Restricted-Security Deposits	58,878.99
Cash Restricted - FSS Escrow	22,545.30
Cash Restricted-Reserve for Replacement	127,128.36
Cash Restricted - Reserve/Escrow	2,061,763.49
Restricted Cash - Partnership Devmt	1,179.16
Restricted Cash - OA Reserve	77,177.93
Restricted Cash - AA Reserve	47,512.87
Total Restricted Cash	<u>2,396,186.10</u>
TOTAL CASH	<u>2,575,350.01</u>

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	6,971.99
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-817.00</u>
TOTAL: AR	<u>6,154.99</u>
Due from Dakota Park Non-ACC	36,226.34
Due from Development-General	168,712.46
Due from Central Office Cost Center	<u>65,458.31</u>
TOTAL: DUE FROM	<u>270,397.11</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>276,552.10</u>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	41,936.11
Prepaid Software Licenses	949.16
Utility Deposit - Electric	<u>20,500.00</u>
TOTAL OTHER CURRENT ASSETS	<u>64,385.27</u>
TOTAL CURRENT ASSETS	<u>2,916,287.38</u>

NONCURRENT ASSETS

FIXED ASSETS

Buildings	21,105,584.03
Building Improvements	240,418.86
Machinery & Equipment	150,483.39
Automobiles	9,800.00
Furniture & Fixtures	596,259.09
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-8,669,416.03
Accum Depreciation- Misc FF&E	-746,025.64
Accum Depreciation-Infrastructure	-2,004,601.64
Intangible Assets	
Loan Costs	178,680.70
Compliance Fees	100.00
Monitoring Fees	131,658.00
AA Compliance Fees	-62.04
AA Monitoring Fees	-131,658.00
AA Loan Costs	<u>-139,047.38</u>
TOTAL FIXED ASSETS (NET)	<u>13,104,529.49</u>
Dwelling Equipment	<u>4,463.00</u>
TOTAL NONCURRENT ASSETS	<u>13,108,992.49</u>

TOTAL ASSETS **16,025,279.87**

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors	14,580.52
Tenant Security Deposits	53,053.39
Security Deposit-Pet	5,905.60
Accrued Audit Fees	1,750.00
Accrued audit fees - LHA	6,313.55
Tenant Prepaid Rents	377.39
Contract Retentions	38,732.51
Accrued Compensated Absences-Current	<u>4,377.24</u>
TOTAL CURRENT LIABILITIES	<u>125,090.20</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	8,129.15
FSS Due to Tenant Long Term	22,545.30
Notes Payable-LT	381,200.32
Note Payable	2,076,610.87
Short Term - Note Payable	<u>19,563.53</u>
TOTAL NONCURRENT LIABILITIES	<u>2,508,049.17</u>

TOTAL LIABILITIES **2,633,139.37**

EQUITY

CONTRIBUTED CAPITAL

Capital - LP	6,924,129.41
Capital - GP2	7,123,264.00
GP Equity	<u>1,308,453.00</u>
TOTAL CONTRIBUTED CAPITAL	<u>15,355,846.41</u>

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	<u>-1,963,705.91</u>
TOTAL RETAINED EARNINGS:	<u>-1,963,705.91</u>

TOTAL EQUITY **13,392,140.50**

TOTAL LIABILITIES AND EQUITY **16,025,279.87**

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

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	170,214.64	177,581.26	7,366.62
Cash-Payroll	169.45	982.65	813.20
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	58,613.39	58,878.99	265.60
Cash Restricted - FSS Escrow	21,780.53	22,545.30	764.77
Cash Restricted-Reserve for Replacement	123,888.42	127,128.36	3,239.94
Cash Restricted - Escrow	2,049,647.39	2,061,763.49	12,116.10
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,170.27	77,177.93	7.66
Restricted Cash - AA Reserve	47,508.87	47,512.87	4.00
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
Total Cash	2,550,172.12	2,574,750.01	24,577.89

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	88,644.28	177,581.26	88,936.98
Cash-Payroll	-4,251.16	982.65	5,233.81
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	59,151.39	58,878.99	-272.40
Cash Restricted - FSS Escrow	16,963.98	22,545.30	5,581.32
Cash Restricted-Reserve for Replacement	104,305.49	127,128.36	22,822.87
Cash Restricted - Escrow	0.00	2,061,763.49	2,061,763.49
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,020.81	77,177.93	157.12
Restricted Cash - AA Reserve	47,426.33	47,512.87	86.54
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
Total Cash	390,440.28	2,574,750.01	2,184,309.73

**Lakeland Housing Authority
Colton Meadow, LLLP
Statement of Operations
For the Current and Seven Months Ended July 25, 2020**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	49,547	48,000	1,547	3.22%	1	354,466	336,000	18,466	5.50%	576,000
Other Tenant Income	150	741	(591)	-79.76%	2	2,170	5,187	(3,017)	-58.16%	8,892
Other Income	5	85	(80)	-94.32%		164	595	(431)	-72.44%	1,020
Total Revenue	49,702	48,826	876	1.79%		356,800	341,782	15,018	4.39%	585,912
Administrative Expense	13,482	12,474	1,008	8.08%	3	86,218	87,321	(1,103)	-1.26%	149,693
Tenant Services	-	50	(50)	-100.00%	3	107	350	(243)	-69.51%	600
Utility Expense	8,284	7,462	822	11.02%	4	52,344	52,234	110	0.21%	89,544
Maintenance Expense	11,230	11,689	(459)	-3.93%	3	74,308	81,823	(7,515)	-9.18%	140,267
General Expense	11,037	7,344	3,693	50.29%	4	55,347	51,408	3,939	7.66%	88,128
Financing Expense	3,989	4,212	(223)	-5.30%	3	29,263	29,486	(223)	-0.76%	50,547
Operating Expense before Depreciation	48,022	43,232	4,791	11.08%		297,587	302,621	(5,034)	-1.66%	518,779
Net Operating Income (Loss)	1,680	5,594	(3,915)	-69.98%		59,213	39,161	20,052	51.21%	67,133
Depreciation & Amortization Expense	39,868	39,835	33	0.08%		279,078	278,847	231	0.08%	478,023
Capital Replacement Items	4,112	7,450	(3,338)	-44.80%		13,758	52,150	(38,392)	-73.62%	89,400
Reimburse Replacement Reserves	-	(7,450)	7,450	-100.00%		-	(52,150.00)	52,150	-100.00%	(89,400)
Total Expense	92,003	83,067	8,936	10.76%		590,423	581,468	8,955	1.54%	996,802
Net Operating Income (Loss)	(42,301)	(34,241)	(8,060)	23.54%		(233,623)	(239,686)	6,063	-2.53%	(410,890)

Comments

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

**Lakeland Housing Authority
Colton Meadow, LLLP**

**Balance Sheet
as of July 25, 2020**

ASSETS		LIABILITIES & EQUITY
CASH		CURRENT LIABILITIES
Unrestricted Cash		A/P Vendors and Contractors 9,040.31
Cash Operating 1	104,986.85	Tenant Security Deposits 26,625.00
Cash-Payroll	2,861.98	Security Deposit-Pet 1,600.00
Petty Cash	600.00	Garnishment clearing account 66.96
Total Unrestricted Cash	108,448.83	Accrued Property Taxes 23,421.55
Restricted Cash		Accrued Interest Payable 20,945.30
Cash Restricted-Security Deposits	27,825.00	Accrued Audit Fees 1,500.00
Cash Restricted-Operating Reserve	441,394.46	Due to Polk County Developers, Inc. 362,901.17
Cash Restricted-Reserve for Replacement	142,321.16	Tenant Prepaid Rents 4,469.95
Cash-Tax & Insurance Escrow	37,502.58	Accrued Compensated Absences-Current 1,898.89
Total Restricted Cash	649,043.20	First Mortgage - TCAP 1,231,424.00
TOTAL CASH	757,492.03	Tax Credit Exchange Program (TCEP) 4,373,658.40
		HOME Funds 115,899.60
		Mortgage Note Payable 450,845.00
		TOTAL CURRENT LIABILITIES 6,624,296.13
ACCOUNTS AND NOTES RECEIVABLE		
A/R-Tenants/Vendors	17,398.41	
Allowance for Doubtful Accounts-Tenants/Vendors	-7,697.55	
TOTAL: AR	9,700.86	
Due from Colton Meadow GP, Inc.	101,151.61	
TOTAL: DUE FROM	101,151.61	
TOTAL ACCOUNTS AND NOTES RECEIVABLE	110,852.47	
		NONCURRENT LIABILITIES
OTHER CURRENT ASSETS		Accrued Compensated Absences-LT 3,526.50
Eviction Deposit Acct.	1,000.00	Developer Fee Payable - PCHD 5,381.00
Prepaid Expenses and Other Assets	1,424.34	
Prepaid Insurance	38,776.28	
Prepaid Software Licenses	284.72	
Utility Deposit	5,000.00	
TOTAL OTHER CURRENT ASSETS	46,485.34	TOTAL NONCURRENT LIABILITIES 8,907.50
TOTAL CURRENT ASSETS	914,829.84	TOTAL LIABILITIES 6,633,203.63
NONCURRENT ASSETS		
FIXED ASSETS		EQUITY
Land	300,000.00	CONTRIBUTED CAPITAL
Buildings	856,353.89	Capital - LP 1,205,286.00
Building Acquisition	2,010,000.00	GP Equity 46.12
Building Improvements	5,861,925.11	TOTAL CONTRIBUTED CAPITAL 1,205,332.12
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	-4,366,394.98	
Intangible Assets		
Amortization Tax Credit Fees	-132,159.02	
Monitoring Fees	208,695.00	
TOTAL FIXED ASSETS (NET)	7,821,719.95	RETAINED EARNINGS
Site Improvement	16,364.00	Retained Earnings-Unrestricted Net Assets 1,002,659.81
Non-Dwelling Structures	28,019.32	TOTAL RETAINED EARNINGS: 1,002,659.81
Non-Dwelling Equipment	60,262.45	
TOTAL NONCURRENT ASSETS	7,926,365.72	TOTAL EQUITY 2,207,991.93
TOTAL ASSETS	8,841,195.56	TOTAL LIABILITIES AND EQUITY 8,841,195.56

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

For the Current and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	98,698.54	104,986.85	6,288.31
Cash-Payroll	1,300.24	2,861.98	1,561.74
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,025.00	27,825.00	800.00
Cash Restricted-Operating Reserve	441,394.46	441,394.46	0.00
Cash Restricted-Reserve for Replacement	140,374.73	142,321.16	1,946.43
Cash-Tax & Insurance Escrow	29,042.44	37,502.58	8,460.14
Total Cash	737,835.41	756,892.03	19,056.62
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	72,606.88	104,986.85	32,379.97
Cash-Payroll	230.69	2,861.98	2,631.29
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,131.00	27,825.00	694.00
Cash Restricted-Operating Reserve	441,350.45	441,394.46	44.01
Cash Restricted-Reserve for Replacement	128,785.93	142,321.16	13,535.23
Cash-Tax & Insurance Escrow	40,485.82	37,502.58	-2,983.24
Total Cash	710,590.77	756,892.03	46,301.26

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	51,831	50,067	1,764	3.52%	1	370,711	350,469	20,242	5.78%	600,804
Other Tenant Income	385	532	(147)	-27.63%	2	2,125	3,724	(1,599)	-42.94%	6,384
Other Income	14	386	(372)	-96.48%		283	2,702	(2,419)	-89.54%	4,632
Total Revenue	52,230	50,985	1,245	2.44%		373,119	356,895	16,224	4.55%	611,820
Administrative Expense	13,561	16,225	(2,664)	-16.42%	3	100,656	113,572	(12,916)	-11.37%	194,694
Tenant Services	-	35	(35)	-100.00%	3	107	245	(138)	-56.45%	420
Utility Expense	2,189	6,155	(3,966)	-64.44%	3	41,851	43,085	(1,234)	-2.86%	73,860
Maintenance Expense	16,569	10,401	6,168	59.30%	4	95,893	72,807	23,086	31.71%	124,813
General Expense	9,224	7,865	1,359	17.27%	4	55,641	55,057	584	1.06%	94,383
Financing Expense	9,658	10,304	(646)	-6.27%	3	71,483	72,129	(646)	-0.90%	123,650
Operating Expense before Depreciation	51,200	50,985	215	0.42%		365,631	356,895	8,736	2.45%	611,820
Net Operating Income (Loss)	1,029	0	1,029	20585100%		7,488	0	7,488	21394586%	0
Depreciation & Amortization Expense	41,152	40,921	231.35	0.57%		288,067	286,447	1,619.45	0.57%	491,052
Capital Replacement Items	694	6,690	(5,995.57)	-89.62%		11,870	46,830	(34,959.58)	-74.65%	80,280
Reimburse Replacement Reserve	-	(6,690)	6,690.00	-100.00%		-	(46,830)	46,830.00	-100.00%	(80,280)
Total Expense	93,047	91,906	1,141	1.24%		665,568	643,342	22,226	3.45%	1,102,872
Net Income (Loss)	(40,818)	(40,921)	103	-0.25%		(292,449)	(286,447)	(6,002)	2.10%	(491,052)

Comments

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

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

ASSETS

Unrestricted Cash	
Cash Operating 1	167,522.09
Cash-Payroll	150.66
Petty Cash	600.00
Total Unrestricted Cash	<u>168,272.75</u>
Restricted Cash	
Cash Restricted-Security Deposits	30,275.00
Cash Restricted-Operating Reserve	460,785.85
Cash Restricted-Reserve for Replacement	165,100.54
Cash-Tax & Insurance Escrow	38,506.57
Total Restricted Cash	<u>694,667.96</u>
TOTAL CASH	<u>862,940.71</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	8,363.00
Allowance for Doubtful Accounts-Tenants/Vendors	-2,877.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>5,486.00</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,535.16
Prepaid Insurance	33,572.41
Prepaid Software Licenses	284.71
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>40,892.28</u>
TOTAL CURRENT ASSETS	<u>909,318.99</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	11,478,455.60
Building Improvements	20,181.47
Automobiles	24,477.33
Furniture & Fixtures	437,374.39
Site Improvement-Infrastructure	688,655.00
Accum Depreciation-Buildings	-4,004,852.78
Accum Depreciation- Misc FF&E	-449,289.32
Accum Depreciation-Infrastructure	-434,661.38
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	-19,866.94
Compliance Fees	246,589.00
Amortization Tax Credit Fees	-157,544.46
TOTAL FIXED ASSETS (NET)	<u>8,170,936.91</u>
TOTAL NONCURRENT ASSETS	8,170,936.91
TOTAL ASSETS	<u>9,080,255.90</u>

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	7,113.72
Tenant Security Deposits	27,675.00
Security Deposit-Pet	2,800.00
Garnishment clearing account	64.26
Accrued Property Taxes	29,994.66
Accrued Interest Payable	62,108.06
Accrued Interest - 2nd Mortgage	574,933.39
Accrued Audit Fees	1,500.00
Tenant Prepaid Rents	3,427.25
Accrued Compensated Absences-Current	911.17
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	1,009,877.00
TOTAL CURRENT LIABILITIES	<u>5,670,687.51</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,692.18
TOTAL NONCURRENT LIABILITIES	<u>1,692.18</u>
TOTAL LIABILITIES	<u>5,672,379.69</u>
EQUITY	
CONTRIBUTED CAPITAL	
Contributed Capital	-57,442.26
Capital - LP	6,807,962.00
GP Equity	-162.00
Syndication Costs	-40,000.00
TOTAL CONTRIBUTED CAPITAL	<u>6,710,357.74</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-3,302,481.53
TOTAL RETAINED EARNINGS:	<u>-3,302,481.53</u>
TOTAL EQUITY	<u>3,407,876.21</u>
TOTAL LIABILITIES AND EQUITY	<u>9,080,255.90</u>

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

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	155,694.70	167,522.09	11,827.39
Cash-Payroll	-110.41	150.66	261.07
Cash Operating 2	0.00	0.00	0.00
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	30,153.00	30,275.00	122.00
Cash Restricted-Operating Reserve	460,785.85	460,785.85	0.00
Cash Restricted-Reserve for Replacement	163,073.01	165,100.54	2,027.53
Cash-Tax & Insurance Escrow	30,311.95	38,506.57	8,194.62
Investment 2	0.00	0.00	0.00
Total Cash	839,908.10	862,340.71	22,432.61

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	132,235.48	167,522.09	35,286.61
Cash-Payroll	-234.78	150.66	385.44
Cash Operating 2	0.00	0.00	0.00
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,975.00	30,275.00	1,300.00
Cash Restricted-Operating Reserve	460,739.63	460,785.85	46.22
Cash Restricted-Reserve for Replacement	151,035.51	165,100.54	14,065.03
Cash-Tax & Insurance Escrow	32,960.41	38,506.57	5,546.16
Investment 2	0.00	0.00	0.00
Total Cash	805,711.25	862,340.71	56,629.46

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	73,430	69,900.00	3,530	5.05%	1	504,598	489,300.00	15,298	3.13%	838,800
Other Tenant Income	(653)	(368.00)	(285)	77.45%		(4,732)	(2,576.00)	(2,156)	83.68%	(4,416)
Other Income	0	460.00	(460)	-99.94%		0	3,220.00	(3,220)	-99.99%	5,520
Total Revenue	72,777	69,992	2,785	3.98%		499,867	489,944	9,923	2.03%	839,904
Administrative Expenses	17,568	17,643.28	(76)	-0.43%	3	127,905	123,502.96	4,402	3.56%	211,719
Tenants Service Expenses	-	300.00	(300)	-100.00%	2	67	2,100.00	(2,033)	-96.83%	3,600
Utility Expense	8,356	9,255.00	(899)	-9.71%	2	56,697	64,785.00	(8,088)	-12.48%	111,060
Maintenance Expense	11,524	11,775.99	(252)	-2.14%	3	102,199	82,431.92	19,767	23.98%	141,312
General Expenses	5,849	5,378.68	470	8.74%	2	33,744	37,650.74	(3,907)	-10.38%	64,544
Financing Expenses	21,967	22,304.84	(338)	-1.51%	2	152,633	156,133.88	(3,501)	-2.24%	267,658
Operating expense before depreciatio	65,264	66,658	(1,394)	-2.09%		473,245	466,604	6,641	1.42%	799,893
Net Operating Income (Loss)	7,513	3,334	4,179	125.34%		26,622	23,340	3,282	14.06%	40,011
Depreciation & Amortization	33,669	43,150	(9,481)	-21.97%		235,686	302,052	(66,366)	-21.97%	517,804
Capital/Operational Replacement Iten	-	7,965	(7,965)	-100.00%		17,474	55,755	(38,281)	-68.66%	95,580
Reimburse Replacement Reserves	-	-	-	-		-	-	-	-	(95,580)
Total Expense	98,933	117,773	(18,840)	-16.00%		726,405	824,412	(98,007)	-11.89%	1,317,697
Net Operating Income (Loss)	(26,156)	(47,781)	21,625	-45.26%		(226,538)	(334,468)	107,930	-32.27%	(477,793)

Comments

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

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

ASSETS

Unrestricted Cash	
Cash Operating 1	6,859.87
Cash-Payroll	224.12
Petty Cash	600.00
Total Unrestricted Cash	<u>7,683.99</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,791.00
Cash Restricted-Operating Reserve	19.08
Cash Restricted-Reserve for Replacement	162,548.63
Cash-Tax & Insurance Escrow	29,176.25
Restricted Investment	156,620.09
Total Restricted Cash	<u>359,155.05</u>
TOTAL CASH	<u>366,839.04</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	834.73
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-13.12</u>
TOTAL: AR	821.61
TOTAL ACCOUNTS AND NOTES RECEIVABLE	821.61
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	4,334.58
Prepaid Insurance	48,537.66
Prepaid Software Licenses	332.19
TOTAL OTHER CURRENT ASSETS	<u>53,704.43</u>
TOTAL CURRENT ASSETS	<u>421,365.08</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Building Improvements	53,499.32
Furn, Fixt, & Equip	1,212,730.94
Accum Depreciation-Buildings	-3,559,469.86
Accum Depreciation- Misc FF&E	-1,175,314.14
Accum Depreciation-Infrastructure	-394,343.57
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	-206,332.07
Compliance Fees	200,558.00
Amortization Tax Credit Fees	<u>-148,183.03</u>
TOTAL FIXED ASSETS (NET)	9,547,727.01
Site Improvement	<u>711,597.00</u>
TOTAL NONCURRENT ASSETS	<u>10,259,324.01</u>
TOTAL ASSETS	<u>10,680,689.09</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	41,614.13
Tenant Security Deposits	9,691.00
Security Deposit Clearing Account	356.00
Security Deposit-Pet	1,250.00
Garnishment clearing account	89.28
Accrued Property Taxes	2,488.44
Accrued Interest NLP Loan	1,507.28
Accrued Audit Fees	1,500.00
Tenant Prepaid Rents	424.10
Accrued Compensated Absences-Current	594.68
Mortgage Note Payable	2,883,438.05
Second Mortgage Payable	850,000.00
Third Mortgage Payable	312,217.66
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	<u>1,365,586.23</u>
TOTAL CURRENT LIABILITIES	<u>6,435,377.85</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	<u>1,104.40</u>
TOTAL NONCURRENT LIABILITIES	<u>1,104.40</u>
TOTAL LIABILITIES	<u>6,436,482.25</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	5,437,398.00
GP Equity	-89.00
Special LP Equity	93,523.89
Syndication Costs	<u>-30,000.00</u>
TOTAL CONTRIBUTED CAPITAL	<u>5,500,832.89</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-1,256,626.05</u>
TOTAL RETAINED EARNINGS:	<u>-1,256,626.05</u>
TOTAL EQUITY	<u>4,244,206.84</u>
TOTAL LIABILITIES AND EQUITY	<u>10,680,689.09</u>

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

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	8,364.76	6,859.87	-1,504.89
Cash-Payroll	-108.90	224.12	333.02
Cash Restricted-Security Deposits	10,900.00	10,791.00	-109.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	159,617.62	162,548.63	2,931.01
Cash-Tax & Insurance Escrow	22,040.25	29,176.25	7,136.00
Investment 1	0.00	0.00	0.00
Restricted Investment	156,622.19	156,620.09	-2.10
Total Cash	357,455.00	366,239.04	8,784.04

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	17,962.90	6,859.87	-11,103.03
Cash-Payroll	-1,408.85	224.12	1,632.97
Cash Restricted-Security Deposits	9,862.00	10,791.00	929.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	197,253.28	162,548.63	-34,704.65
Cash-Tax & Insurance Escrow	52,016.82	29,176.25	-22,840.57
Investment 1	0.00	0.00	0.00
Restricted Investment	156,198.37	156,620.09	421.72
Total Cash	431,903.60	366,239.04	-65,664.56

Lakeland Housing Authority

Hampton Hills (AMP 4)

Statement of Operations

For the Current and Seven Months Ended July 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	2,412	2,467	(55)	-2.23%	1	16,906	17,269	(363)	-2.10%	29,604
Other Tenant Income	-	205	(205)	-100.00%	2	(275)	1,435	(1,710)	-119.16%	2,460
Grant Income	1,183	678	505	74.44%	3	8,913	4,746	4,167	87.79%	8,136
Other Income	(68,805)	-	(68,805)		4	(68,803)	-	(68,803)		-
Total Revenue	(65,210)	3,350	(68,560)	-2046.57%		(43,259)	23,450	(66,709)	-284.47%	40,200
Administrative Expenses	4,319	1,575	2,744	174.17%	6	13,529	11,028	2,502	22.69%	18,905
Tenant Services Expenses	-	25	(25)	-100.00%	5	-	175	(175)	-100.00%	300
Utility Expense	-	100	(100)	-100.00%	5	-	700	(700)	-100.00%	1,200
Maintenance and Development Expens	1,156	1,128	29	2.55%	6	8,725	7,893	832	10.53%	13,532
General Expenses	202	468	(266)	-56.84%	5	1,949	3,279	(1,330)	-40.56%	5,621
Housing Assistance Payments	-	-	-			-	-	-		-
Operating expense before Depreciator	5,678	3,296	2,381	72.24%		24,203	23,075	1,128	4.89%	39,558
Net Operating Income (Loss)	(70,888)	54	(70,941)			(67,462)	375	(67,837)		642
Depreciation	-	-	-			-	-	-		321
Operational Expenses - Replacement	-	-	-			24,674	-	24,674		-
Transfer In/Out	-	-	-			(24,674)	-	(24,674)		-
Total Expenses	5,678	3,296	2,381			24,203	23,075	1,128		39,879
Net Income (Loss)	(70,888)	54	(70,941)	-132501.72%		(67,462)	375	(67,837)	-18100.50%	321

Comments

- 1** Property is comprised of 4, Section 32 Public Housing lease-to-purchase units. Rental income was lower than budgeted.
- 2** Variance is due to timely payments of rent and residents causing less damage to their units.
- 3** Variance is due to an increase in subsidy received from HUD.
- 4** Variance resulted from sale of 3974 Rollingford Circle. Adjustments were required to reflect transfer of the asset to homebuyer.
- 5** Variance reflects expenses that are less than the budget.
- 6** Variance in Administrative and Maintenance costs are due to increased payroll costs which are prorated based on units.

Hampton Hills (AMP 4)

Balance Sheet

as of July 25, 2020

ASSETS

CASH

Unrestricted Cash	
Cash Operating 1	2,058.76
Cash-Payroll	3,236.01
Cash Operating 3	150,251.38
Total Unrestricted Cash	<u>155,546.15</u>
Restricted Cash	
Cash Restricted-Security Deposits	1,200.00
Cash Restricted - FSS Escrow	2,084.00
Total Restricted Cash	<u>3,284.00</u>

TOTAL CASH 158,830.15

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	840.00
Allowance for Doubtful Accounts-Tenants/V	-210.00
AR-TPA/Fraud Recovery	185.00
TOTAL: AR	<u>815.00</u>
Due from LPHC	283,520.66
Lakeridge Homes 2nd Mortgage	350,657.45
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>634,993.11</u>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	500.00
Prepaid Insurance	1,223.01
TOTAL OTHER CURRENT ASSETS	<u>1,723.01</u>
TOTAL CURRENT ASSETS	795,546.27

NONCURRENT ASSETS

FIXED ASSETS

Buildings	378,592.17
Furniture & Fixtures	2,248.94
Accum Depreciation- Misc FF&E	-2,248.94
Intangible Assets	
TOTAL FIXED ASSETS (NET)	<u>378,592.17</u>
TOTAL NONCURRENT ASSETS	<u>378,592.17</u>

TOTAL ASSETS 1,174,138.44

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors	147.61
Tenant Security Deposits	1,200.00
Lease Purchase Escrow	2,084.00
Garnishment clearing account	10.74
Accrued audit fees - LHA	569.99
Tenant Prepaid Rents	84.00
Accrued Compensated Absences-Curre	119.01
TOTAL CURRENT LIABILITIES	<u>4,215.35</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	221.01
TOTAL NONCURRENT LIABILITIES	<u>221.01</u>

TOTAL LIABILITIES 4,436.36

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net As	1,169,702.08
TOTAL RETAINED EARNINGS:	<u>1,169,702.08</u>

TOTAL EQUITY 1,169,702.08

TOTAL LIABILITIES AND EQUITY 1,174,138.44

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

For the Current and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	4,206.96	2,058.76	-2,148.20
Cash-Payroll	3,327.28	3,236.01	-91.27
Cash Operating 3	46,984.49	150,251.38	103,266.89
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,200.00	1,200.00	0.00
Cash Restricted - FSS Escrow	84.00	2,084.00	2,000.00
Cash Restricted - Escrow	0.00	0.00	0.00
Total Cash	55,802.73	158,830.15	103,027.42

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	560.93	2,058.76	1,497.83
Cash-Payroll	868.23	3,236.01	2,367.78
Cash Operating 3	47,103.18	150,251.38	103,148.20
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,500.00	1,200.00	-300.00
Cash Restricted - FSS Escrow	84.00	2,084.00	2,000.00
Cash Restricted - Escrow	0.00	0.00	0.00
Total Cash	50,116.34	158,830.15	108,713.81

Lakeland Housing Authority

YouthBuild-DOL 2018 (49)

Statement of Operations

For the Current and Seven Months Ended July 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	30,861	37,238	(6,377)	-17.13%	1	197,457	260,667	(63,210)	-24.25%	446,857
Other Income	-	-	-			13	-	13		-
Total Revenue	30,861	37,238	(6,377)	-17.13%		197,470	260,667	(63,196)	-24.24%	446,857
Administrative Expenses	24,870	22,825	2,045	8.96%	3	184,786	159,775	25,011	15.65%	273,900
Tenant Services Expenses (Trainees)	7,851	13,684	(5,833)	-42.62%	2	38,535	95,788	(57,253)	-59.77%	164,208
Utility Expense	-	250	(250)	-100.00%	2	-	1,750	(1,750)	-100.00%	3,000
Maintenance and Development Expens	-	88	(88)	-100.00%	2	62	618	(557)	-90.01%	1,060
General Expenses	648	391	257	65.79%	3	4,448	2,735	1,713	62.62%	4,689
Operating expense before Depreciation	33,369	37,238	(3,869)	-10.39%		227,831	260,667	(32,836)	-12.60%	446,857
Transfer Out	-	-	-			-	-	-		-
Net Operating Income (Loss)	(2,509)	0	(2,509)			(30,360)	0	(30,360)		0
Depreciation	-	-	-			-	-	-		-
Total Expenses	33,369	37,238	(3,869)	-10.39%		227,831	260,667	(32,836)	-12.60%	446,857
Net Income (Loss)	(2,509)	0	(2,509)			(30,360)	0	(30,360)		0

Comments

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

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

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Cash Operating 1	3,096.77	A/P Vendors and Contractors	210.78
Cash-Payroll	-15,655.55	Due to Central Office Cost Center	9,163.14
Petty Cash	<u>1,000.00</u>	TOTAL CURRENT LIABILITIES	<u>9,373.92</u>
Total Unrestricted Cash	-11,558.78		
		TOTAL LIABILITIES	<u>9,373.92</u>
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Automobiles	21,299.00	Retained Earnings-Unrestricted Net Assets	-34,204.70
Accum Depreciation- Misc FF&E	-21,299.00	Retained Earnings - Restricted Net Assets	<u>13,272.00</u>
		TOTAL RETAINED EARNINGS:	<u>-20,932.70</u>
TOTAL FIXED ASSETS (NET)	<u>0.00</u>	TOTAL EQUITY	<u>-20,932.70</u>
TOTAL NONCURRENT ASSETS	<u>-11,558.78</u>	TOTAL LIABILITIES AND EQUITY	<u>-11,558.78</u>
TOTAL ASSETS	<u>-11,558.78</u>		

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

For the Current and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	3,081.69	3,096.77	15.08
Cash-Payroll	-14,266.04	-15,655.55	-1,389.51
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-11,184.35	-12,558.78	-1,374.43

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	652.00	3,096.77	2,444.77
Cash-Payroll	-23,427.61	-15,655.55	7,772.06
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-22,775.61	-12,558.78	10,216.83

Lakeland Housing Authority
Williamstown, LLLP
Statement of Operations
For the Current and Seven Months Ended July 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,033	12,038	(5)	-0.04%	1	86,557	84,266	2,291	2.72%	144,456
Other Tenant Income	25	230	(205)	-89.13%		(1,395)	1,610	(3,005)	-186.65%	2,760
Government Subsidy	7,708	10,500	(2,792)	-26.59%	2	62,992	73,500	(10,508)	-14.30%	126,000
Other Income	0	-	0			43	-	43		-
Total Revenue	19,766	22,768	(3,002)	-13.18%		148,197	159,376	(11,222)	-7.04%	273,216
Administrative Expense	15,221	10,126	5,094	50.31%	3	96,970	70,885	26,085	36.80%	121,517
Tenant Services	-	-	-			-	-	-		-
Utility Expense	1,842	2,145	(303)	-14.13%	4	14,235	15,014	(780)	-5.19%	25,739
Maintenance Expense	5,331	5,220	111	2.12%	3	46,717	36,540	10,177	27.85%	62,640
General Expense	1,471	1,550	(79)	-5.07%	3	12,394	10,850	1,544	14.23%	18,600
Operating Expense before Depreciation	23,864	19,041	4,823	25.33%		170,315	133,289	37,026	27.78%	228,496
Net Operating Income (Loss)	(4,098)	3,727	(7,825)	-209.97%		(22,118)	26,087	(48,248)	-184.95%	44,720
Depreciation & Amortization Expense	7,957	7,957	(0)	0.00%		55,698	55,698	(0)	0.00%	95,482
Capital Replacement Items	-	5,540	(5,540)	-100.00%		-	38,780	(38,780)	-100.00%	66,480
Transfer in/Out	-	(5,540)	5,540	-100.00%		-	(38,780.00)	38,780	-100.00%	(66,480)
Total Expense	31,821	26,998	4,823	17.86%		226,013	188,987	37,026	19.59%	323,978
Net Operating Income (Loss)	(12,055)	(4,230)	(7,825)	184.97%		(77,816)	(29,611)	(48,205)	162.79%	(50,762)

Comments

- 1** Consists of 48 public housing units for seniors age 62 and older with a preference for veterans. Rent collections are higher than the budget due to the income of seniors living at the property.
- 2** Variance is a direct result of the reduction in operating subsidy received from HUD.
- 3** Administrative and Maintenance Expenses increased preparing for the REAC inspection; which was canceled due to the COVID-19 pandemic. Administration and Maintenance expenses increased because of the social distancing and sanitation measures that were implemented at the property to minimize the impact of COVID-19 to staff and seniors. Variance in General Expenses is due to increased insurance costs.
- 4** Variance reflects expenses being less than budgeted.

Lakeland Housing Authority

Williamstown, LLLP

Balance Sheet

as of July 25, 2020

ASSETS

CASH	
Unrestricted Cash	
Cash Operating 1	10,115.10
Cash-Payroll	-1,106.40
Total Unrestricted Cash	9,008.70
Restricted Cash	
Cash Restricted-Security Deposits	16,200.00
Cash Restricted-Reserve for Replacement	19,997.43
Total Restricted Cash	36,197.43
TOTAL CASH	45,206.13
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	2,702.34
Allowance for Doubtful Accounts-Tenants/Vendors	-378.00
AR-TPA/Fraud Recovery	618.34
TOTAL: AR	2,942.68
TOTAL ACCOUNTS AND NOTES RECEIVABLE	2,942.68
OTHER CURRENT ASSETS	
Prepaid Insurance	8,819.88
Prepaid Software Licenses	170.83
TOTAL OTHER CURRENT ASSETS	8,990.71
TOTAL CURRENT ASSETS	57,139.52
NONCURRENT ASSETS	
FIXED ASSETS	
Land	296,687.00
Buildings	3,751,341.13
Furniture & Fixtures	8,494.29
Accum Depreciation-Buildings	-151,180.34
TOTAL FIXED ASSETS (NET)	3,905,342.08
TOTAL NONCURRENT ASSETS	3,905,342.08
TOTAL ASSETS	3,962,481.60

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	3,557.17
Tenant Security Deposits	14,400.00
Security Deposit-Pet	2,100.00
Accrued audit fees - LHA	5,169.39
Tenant Prepaid Rents	1,478.34
Accrued Compensated Absences-Current	1,368.58
TOTAL CURRENT LIABILITIES	28,073.48
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	2,541.64
TOTAL NONCURRENT LIABILITIES	2,541.64
TOTAL LIABILITIES	30,615.12
EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	3,931,866.48
TOTAL RETAINED EARNINGS:	3,931,866.48
TOTAL EQUITY	3,931,866.48
TOTAL LIABILITIES AND EQUITY	3,962,481.60

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

For the Current and Seven Months Ended July 25, 2020

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	19,234.06	10,115.10	-9,118.96
Cash-Payroll	-4,983.75	-1,106.40	3,877.35
Cash Restricted-Security Deposits	16,200.00	16,200.00	0.00
Cash Restricted-Reserve for Replacement	18,997.25	19,997.43	1,000.18
Total Cash	49,447.56	45,206.13	-4,241.43
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	21,751.68	10,115.10	-11,636.58
Cash-Payroll	1,239.02	-1,106.40	-2,345.42
Cash Restricted-Security Deposits	16,116.00	16,200.00	84.00
Cash Restricted-Reserve for Replacement	12,997.92	19,997.43	6,999.51
Total Cash	52,104.62	45,206.13	-6,898.49

LAKELAND HOUSING AUTHORITY
Grant Report
Updated as of August 12, 2020

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
Capital Fund Program	(HUD)								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	251,538.00	251,538.00	0.00
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	341,004.00	341,004.00	0.00
CFP - 2015		04-13-15	04-12-17	04-12-19	345,575.00	311,017.50	345,575.00	345,575.00	0.00
CFP - 2016		04-13-16	04-12-18	04-12-20	358,393.00	322,553.70	358,393.00	358,393.00	0.00
CFP - 2017		08-16-17	08-15-20	08-15-22	608,069.00	547,262.10	583,721.87	583,258.85	24,810.15
CFP - 2018		05-29-18	05-28-21	05-28-23	934,727.00	841,254.30	592,934.80	597,576.77	337,150.23
CFP - 2019		04-16-19	04-15-22	04-15-24	971,182.00	874,063.80	0.00	0.00	971,182.00
CFP - 2020		03-26-20	03-25-23	03-25-25	1,107,656.00	996,890.40	0.00	0.00	1,107,656.00
				CFP Total:	5,808,538.00	5,227,684.20	3,363,560.67	3,367,739.62	2,440,798.38
Replacement Housing Factor	(HUD)								
RHF - 2009(a)		09-15-09	10-29-16	07-29-17	282,108.00	253,897.20	282,108.00	282,108.00	0.00
RHF - 2009(b)		04-02-10	10-29-16	07-29-17	149,804.00	134,823.60	149,804.00	149,804.00	0.00
RHF - 2010		07-15-10	10-29-16	07-29-18	441,385.00	397,246.50	441,385.00	441,385.00	0.00
RHF - 2011		08-03-11	10-29-16	10-29-18	380,321.00	342,288.90	380,321.00	380,321.00	0.00
RHF - 2012(b)		03-12-12	10-29-16	10-29-18	70,661.00	63,594.90	70,661.00	70,661.00	0.00
RHF - 2013(a)		09-09-13	10-29-18	04-12-19	208,904.00	188,013.60	208,904.00	208,904.00	0.00
RHF - 2013(b)		09-09-13	10-29-16	10-29-18	62,529.00	56,276.10	62,529.00	62,529.00	0.00
RHF - 2014		05-13-14	10-29-18	04-12-19	185,710.00	167,139.00	185,710.00	185,710.00	0.00
RHF - 2015		04-13-15	10-29-18	04-12-19	187,612.00	168,850.80	187,612.00	187,612.00	0.00
RHF - 2016		04-13-16	10-29-18	04-12-20	193,574.00	174,216.60	193,574.00	193,574.00	0.00
				RHF Total:	2,162,608.00	1,946,347.20	2,162,608.00	2,162,608.00	0.00
HOPE VI	(HUD)	04-05-00		12-31-17	21,842,801.00	19,658,520.90	21,842,801.00	21,842,801.00	0.00
Safety & Security Grant	(HUD)	03-20-13	03-19-14	03-19-15	250,000.00	225,000.00	250,000.00	250,000.00	0.00
				Safety & Security Total:	250,000.00	225,000.00	250,000.00	250,000.00	0.00
Resident Opportunities and Self Sufficiency	(HUD)								
ROSS-Family Self Sufficiency 2020		01-01-20	12-31-20	12-31-20	72,000.00	64,800.00	0.00	0.00	72,000.00
				ROSS Total:	72,000.00	64,800.00	0.00	0.00	72,000.00
YouthBuild 2018 Grant (new)	(DOL)	01-01-19		04-30-2022	1,075,472.00	967,924.80	507,253.62	507,253.62	568,218.38
YouthBuild 2016 Grant (existing)	(DOL)	10-17-16		02-16-20	990,024.00	891,021.60	990,024.00	990,024.00	0.00
				YouthBuild Total:	2,065,496.00	1,858,946.40	1,497,277.62	1,497,277.62	568,218.38

West Lake I DBA Twin Lake
Balance Sheet
June 30, 2020

Assets

Current Assets

Cash

100250 - Rent Depository Account	148,653.09
100300 - Petty Cash	1,000.00
Total Cash	149,653.09

Accounts Receivable

102200 - A/R-Residents	3,949.33
102400 - Accounts Receivable Others	14.79
Total Accounts Receivable	3,964.12

Deposits & Escrows

101150 - Tax Escrow	609.00
101200 - Insurance Escrow	11,595.00
101250 - Replacement Reserves	10,000.00
101260 - Cash - Restricted Reserve	26,160.00
101365 - Operating Deficit Escrow	355,155.00
101400 - Security Deposit Account	30,300.00
Total Deposits & Escrows	433,819.00

Total Current Assets 587,436.21

Fixed Assets

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

Depreciation & Amortization

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

Total Fixed Assets 15,118,463.01

Other Assets

180040 - Prepaid Insurance	49,401.87
180042 - Prepaid Expense	1,088.52
Total Other Assets	50,490.39

Total Assets 15,756,389.61

West Lake I DBA Twin Lake
Balance Sheet
June 30, 2020

West Lake I DBA Twin Lake Balance Sheet

June 30, 2020

Liabilities & Equity

Liabilities

Current Liabilities

200100 - Accounts Payable - Trade	21,348.18
200150 - Security Deposits-Current	30,300.00
200200 - Security Deposits-Move Out	220.77
Total Current Liabilities	<u>51,868.95</u>

Other Current Liabilities

210100 - Accrued Operating Exp.	23,613.90
210110 - Accrued Payroll	(8,819.55)
210330 - Accrued Trustee and Issuer Fees	7,359.61
210410 - Accrued Asset Mgmt Fees	(959.16)
210440 - Accrued Audit Expense	11,000.02
210442 - Accrued Compliance Fee	76.25
210445 - Accrued Service Fee	(1,688.00)
210460 - Accrued Interest - SAIL	60,261.00
220100 - Prepaid Rent	2,532.05
220120 - Unearned Revenue - Housing Assistance	(1,701.00)
Total Other Current Liabilities	<u>91,675.12</u>

Long Term Liabilities

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

Other Liabilities

250600 - Due to Developer - Accrued Developer Fee	113,430.11
Total Other Liabilities	<u>113,430.11</u>

Total Liabilities 10,550,974.18

Equity

300160 - Capital Contributions	5,922,532.00
Retained Earnings	(781,865.03)
Current Net Income	64,748.46

Total Equity 5,205,415.43

Total Liabilities & Equity 15,756,389.61

West Lake I DBA Twin Lake
Income Statement Budget Comparison
June 30, 2020

	Month Ending 06/30/2020			Year to Date 06/30/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
Rental Income						
510050 - Gross Mkt Rent Potential	17,829.45	69,700.00	(51,870.55)	99,931.13	418,200.00	(318,268.87)
510100 - Gain/Loss To Lease	(2,776.57)	0.00	(2,776.57)	(5,891.77)	0.00	(5,891.77)
510360 - Government Subsidy Income	51,447.55	0.00	51,447.55	316,325.87	0.00	316,325.87
Total Rental Income	66,500.43	69,700.00	(3,199.57)	410,365.23	418,200.00	(7,834.77)
Vacancy, Losses & Concessions						
510200 - Vacancy	(569.00)	(1,394.00)	825.00	(4,584.07)	(8,364.00)	3,779.93
510410 - Recurring Concessions	0.00	0.00	0.00	(200.00)	0.00	(200.00)
510950 - Write Off Rent	0.00	0.00	0.00	(210.72)	0.00	(210.72)
Total Vacancy, Losses & Concessions	(569.00)	(1,394.00)	825.00	(4,994.79)	(8,364.00)	3,369.21
Net Rental Income	65,931.43	68,306.00	(2,374.57)	405,370.44	409,836.00	(4,465.56)
Financial Income						
520900 - Interest Income	0.00	0.00	0.00	1,245.00	0.00	1,245.00
Total Financial Income	0.00	0.00	0.00	1,245.00	0.00	1,245.00
Other Income						
513040 - HSI Housing Subsidy Income	0.00	3,800.00	(3,800.00)	0.00	22,800.00	(22,800.00)
513300 - Pet Premium	0.00	300.00	(300.00)	0.00	300.00	(300.00)
520050 - Application Fees	20.95	42.00	(21.05)	146.65	252.00	(105.35)
520100 - NSF Fees	0.00	150.00	(150.00)	50.00	900.00	(850.00)
520150 - Late Fees	(150.00)	150.00	(300.00)	1,125.00	900.00	225.00
520250 - Initial Pet Fees	(300.00)	300.00	(600.00)	0.00	600.00	(600.00)
520600 - Termination Fees	0.00	0.00	0.00	821.00	0.00	821.00
520650 - Write Off Other Income	0.00	0.00	0.00	(85.59)	0.00	(85.59)
520830 - Legal Fees To Residents	0.00	350.00	(350.00)	0.00	1,050.00	(1,050.00)
520850 - Damages/Cleaning	0.00	150.00	(150.00)	0.00	900.00	(900.00)
520950 - Cable Service Income	527.90	0.00	527.90	956.41	0.00	956.41
521270 - Keys/Locks Fees	0.00	40.00	(40.00)	15.00	240.00	(225.00)
540050 - Washer/Dryer Rental	4,320.00	4,275.00	45.00	25,254.18	26,100.00	(845.82)
Total Other Income	4,418.85	9,557.00	(5,138.15)	28,282.65	54,042.00	(25,759.35)
Total Income	70,350.28	77,863.00	(7,512.72)	434,898.09	463,878.00	(28,979.91)

West Lake I DBA Twin Lake
Income Statement Budget Comparison
June 30, 2020

	Month Ending 06/30/2020			Year to Date 06/30/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
Expenses						
Payroll & Related						
711200 - Manager Salary	5,206.82	6,075.00	868.18	32,109.10	36,450.00	4,340.90
713200 - Maintenance Manager	4,297.00	4,297.00	0.00	25,782.00	25,782.00	0.00
714350 - Ins. Benefits - Administrative	650.00	650.00	0.00	3,900.00	3,900.00	0.00
714450 - Ins. Benefits - Maintenance	650.00	650.00	0.00	3,900.00	3,900.00	0.00
714800 - Uniform	0.00	0.00	0.00	116.67	0.00	(116.67)
Total Payroll & Related	10,803.82	11,672.00	868.18	65,807.77	70,032.00	4,224.23
Administrative Expenses						
745040 - Telephone	242.98	700.00	457.02	1,559.92	4,200.00	2,640.08
745050 - Cell Phone	0.00	30.00	30.00	0.00	180.00	180.00
745200 - Training & Education	225.00	225.00	0.00	1,350.00	1,350.00	0.00
745240 - Employee Travel/Mileage	0.00	40.00	40.00	368.60	240.00	(128.60)
745260 - Meals & Entertainment - Admin	0.00	25.00	25.00	58.21	150.00	91.79
745280 - Employee Recognition	0.00	0.00	0.00	1,201.81	1,200.00	(1.81)
745320 - Office Supplies	0.00	200.00	200.00	1,149.35	1,200.00	50.65
745360 - Postal/Express Mail	76.00	76.00	0.00	873.77	456.00	(417.77)
745400 - Dues And Subscriptions	0.00	50.00	50.00	0.00	300.00	300.00
745440 - Office Equipment & Furniture	44.95	75.00	30.05	891.23	450.00	(441.23)
745490 - Compliance Administration Fee	630.00	630.00	0.00	4,289.35	3,780.00	(509.35)
745510 - Utility Allowance Study	0.00	0.00	0.00	600.00	600.00	0.00
745520 - Credit Verification Fees	142.00	142.00	0.00	852.00	852.00	0.00
745560 - Eviction Legal Fees	0.00	400.00	400.00	0.00	2,400.00	2,400.00
745600 - Licenses Fees/Permits	352.50	500.00	147.50	861.25	750.00	(111.25)
745640 - Banking Fees/Charges	0.00	50.00	50.00	10.00	300.00	290.00
745680 - Computer Services & Fees	1,056.00	1,056.00	0.00	6,336.00	6,336.00	0.00
745690 - Covid-19	236.83	0.00	(236.83)	236.83	0.00	(236.83)
745720 - Apt Association Dues	0.00	0.00	0.00	800.02	336.00	(464.02)
775262 - Compliance Files Review	0.00	0.00	0.00	0.00	320.00	320.00
775268 - PHA Servicer Administration Fees	2,000.00	0.00	(2,000.00)	12,000.00	0.00	(12,000.00)
Total Administrative Expenses	5,006.26	4,199.00	(807.26)	33,438.34	25,400.00	(8,038.34)
Marketing Expenses						
740160 - Adv-Website/Portals	513.00	636.00	123.00	2,052.00	3,816.00	1,764.00
740300 - Banners/Flags	0.00	0.00	0.00	88.60	150.00	61.40
740550 - Prospect Refreshments	0.00	150.00	150.00	93.29	900.00	806.71
740600 - Resident Functions/Parties	0.00	150.00	150.00	253.15	900.00	646.85
740625 - Resident Gifts	0.00	50.00	50.00	0.00	300.00	300.00
740725 - Marketing Dues & Subscriptions	0.00	40.00	40.00	0.00	240.00	240.00
740800 - Social Activity Center	0.00	0.00	0.00	354.20	0.00	(354.20)
740955 - Public Relations	80.00	0.00	(80.00)	592.94	0.00	(592.94)
Total Marketing Expenses	593.00	1,026.00	433.00	3,434.18	6,306.00	2,871.82

West Lake I DBA Twin Lake
Income Statement Budget Comparison
June 30, 2020

	Month Ending 06/30/2020			Year to Date 06/30/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
Utilities						
720050 - Electricity-Vacant	0.00	25.00	25.00	84.01	150.00	65.99
720100 - Electricity-Common Area	1,070.13	1,800.00	729.87	6,069.85	10,800.00	4,730.15
720250 - Water	844.57	965.00	120.43	4,537.57	5,790.00	1,252.43
720300 - Sewer	2,503.14	1,800.00	(703.14)	14,667.17	10,800.00	(3,867.17)
720350 - Trash Removal	1,000.00	1,000.00	0.00	6,000.00	6,000.00	0.00
720400 - Reimbursed Water and Sewer	(3,423.47)	(1,800.00)	1,623.47	(19,481.96)	(10,800.00)	8,681.96
720450 - Write Off Reimbursed Water and Sewer	0.00	0.00	0.00	95.83	0.00	(95.83)
720610 - Utility Billing Cost	230.00	0.00	(230.00)	1,380.00	0.00	(1,380.00)
Total Utilities	2,224.37	3,790.00	1,565.63	13,352.47	22,740.00	9,387.53
Operating & Maintenance Expenses						
730050 - Landscape Contract	1,000.00	1,000.00	0.00	6,000.00	6,000.00	0.00
730100 - Seasonal Color	0.00	0.00	0.00	0.00	500.00	500.00
730110 - Mulch/Pine Straw	0.00	0.00	0.00	0.00	5,000.00	5,000.00
730400 - Alarms & Monitoring-Common Area	69.55	185.00	115.45	417.30	1,110.00	692.70
730420 - Fire Safety Contract	0.00	0.00	0.00	0.00	1,000.00	1,000.00
730450 - Pest Control Contract	275.00	482.00	207.00	(139.00)	2,892.00	3,031.00
730600 - Elevator Contract	393.01	500.00	106.99	2,666.06	3,000.00	333.94
735040 - Electrical Repairs & Supplies	50.33	0.00	(50.33)	50.33	0.00	(50.33)
735080 - Plumbing Repairs & Supplies	0.00	25.00	25.00	11.08	150.00	138.92
735120 - HVAC Repairs & Maint	0.00	150.00	150.00	613.60	900.00	286.40
735165 - Appliance Repairs & Supplies	0.00	25.00	25.00	58.44	150.00	91.56
735170 - Drapes & Blinds Repairs/Supplies	0.00	75.00	75.00	0.00	450.00	450.00
735240 - Exterior Repairs & Maint	0.00	25.00	25.00	95.63	150.00	54.37
735440 - Lawn Sprinkler/Irrigation	0.00	0.00	0.00	0.00	500.00	500.00
735530 - Door Repairs	0.00	85.00	85.00	44.31	510.00	465.69
735560 - General Supplies	0.00	75.00	75.00	75.98	450.00	374.02
735565 - Pest Control Supplies	0.00	25.00	25.00	0.00	150.00	150.00
735580 - Tools/Equipment	53.41	25.00	(28.41)	388.27	150.00	(238.27)
735640 - Cleaning & Supplies	(14.01)	150.00	164.01	1,698.93	900.00	(798.93)
735800 - Painting Supplies	7.18	100.00	92.82	71.94	600.00	528.06
735805 - Painting Service	0.00	0.00	0.00	154.10	0.00	(154.10)
735810 - Locks & Keys	0.00	10.00	10.00	193.12	60.00	(133.12)
735880 - Building Annual Inspection and Testing	0.00	0.00	0.00	438.70	4,700.00	4,261.30
755190 - Termite Bond	0.00	210.00	210.00	0.00	1,260.00	1,260.00
Total Operating & Maintenance Expenses	1,834.47	3,147.00	1,312.53	12,838.79	30,582.00	17,743.21
Management Fees						
750050 - Management Fee	2,313.82	4,672.00	2,358.18	14,131.52	27,832.00	13,700.48
750051 - 50% Management Fee	2,998.84	0.00	(2,998.84)	15,362.29	0.00	(15,362.29)
Total Management Fees	5,312.66	4,672.00	(640.66)	29,493.81	27,832.00	(1,661.81)
Taxes & Insurance						

West Lake I DBA Twin Lake
Income Statement Budget Comparison
June 30, 2020

	Month Ending 06/30/2020			Year to Date 06/30/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
755050 - Property Insurance	4,107.47	2,969.00	(1,138.47)	24,014.22	15,879.00	(8,135.22)
Total Taxes & Insurance	4,107.47	2,969.00	(1,138.47)	24,014.22	15,879.00	(8,135.22)
Total Operating Expenses	29,882.05	31,475.00	1,592.95	182,379.58	198,771.00	16,391.42
Net Operating Income (Loss)	40,468.23	46,388.00	(5,919.77)	252,518.51	265,107.00	(12,588.49)
Non-Operating Expenses						
Debt Services						
775034 - Interest - SAIL Loan	4,163.00	4,167.00	4.00	24,978.00	24,998.00	20.00
775050 - 1st Mortgage Note Interest	18,000.00	16,582.00	(1,418.00)	125,017.83	99,698.00	(25,319.83)
775155 - Loan Servicing Fee	997.00	627.00	(370.00)	5,982.00	3,762.00	(2,220.00)
781190 - Trustee Ordinary Fees	416.65	354.00	(62.65)	2,499.92	2,124.00	(375.92)
781210 - Issuer Administration Fee	1,660.00	1,500.00	(160.00)	9,960.00	9,000.00	(960.00)
Total Debt Services	25,236.65	23,230.00	(2,006.65)	168,437.75	139,582.00	(28,855.75)
Capital Expenditures						
920330 - Microwaves	0.00	0.00	0.00	212.93	0.00	(212.93)
920370 - Refrigerators	0.00	0.00	0.00	797.06	0.00	(797.06)
920460 - Furniture	1,326.79	0.00	(1,326.79)	1,326.79	0.00	(1,326.79)
920640 - Fence Repair/Replacement	0.00	0.00	0.00	0.00	5,000.00	5,000.00
Total Capital Expenditures	1,326.79	0.00	(1,326.79)	2,336.78	5,000.00	2,663.22
Other Non-Operating Expenses						
780070 - Hurricane Damage Expense	0.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00
781050 - Auditing	416.67	0.00	(416.67)	2,500.02	5,000.00	2,499.98
781230 - Asset Management Fee	417.00	417.00	0.00	2,502.00	2,502.00	0.00
781260 - Development Costs (Not Capitalized)	0.00	0.00	0.00	11,993.50	0.00	(11,993.50)
Total Other Non-Operating Expenses	833.67	1,417.00	583.33	16,995.52	8,502.00	(8,493.52)
Total Non-Operating Expenses	27,397.11	24,647.00	(2,750.11)	187,770.05	153,084.00	(34,686.05)
Net Income (Loss)	13,071.12	21,741.00	(8,669.88)	64,748.46	112,023.00	(47,274.54)

August 2020 Board Report



- **Program Manager's Report**

Operating a comprehensive/Construction Plus YBL program is a challenging task. The Coronavirus (COVID-19) outbreak has affected our YouthBuild-Lakeland (YBL) program. A significant amount of staff time has been spent sanitizing office equipment, tables, desks, doors, lockers, computers, and chairs. The Staff also conducts temperature checks of YBL Staff, Trainees and visitors; and all are required to wear a mask. Social Distancing is required and monitored by the staff.

The COVID-19 situation has added immensely to our challenge, forcing us to be more creative and innovative than ever. Difficult decisions to protect the health and well-being of our participants and staff, due to the coronavirus pandemic is a high priority at YBL.

In the best interest of our participants, staff and the Lakeland Housing, we will continue implementing, Virtual/Distance Learning for our participants on a temporary basis as the need arises.

The Virtual Learning Trainees will be learning remotely from their homes, if deemed necessary.

- ❖ The YouthBuild-Lakeland Program welcomes Mr. Derrick Bugg as our new Construction Trainer Supervisor. He began his tenure during the month of July and has already proven himself to be an asset to YBL.
- ❖ YBL extends a genuine THANK YOU to Ms. Ruthell Jenkins, for her continuous support in providing, food boxes, referrals, pampers and baby wipes for our single YBL parents.
- ❖ We would like to thank Mr. Benjamin Stevenson, Executive Director of Lakeland Housing Authority and Reverend Joseph for committing to providing monthly food baskets of fruits, vegetables and meats to the YBL Trainees.

- ❖ On Monday, July 27, 2020, a Conference Call Meeting was held that included the YBL Senior Program Manager and William ‘Bill’ Mitchell, Federal Project Officer for the Department of Labor.
- ❖ The Senior Program Manager along with Derrick Bugg, the new YB Construction Trainer Supervisor, toured the Twin Lakes Phase II construction site.

❖ Amidst the social injustice and racial unrest epidemic that is plaguing our communities, YouthBuild-Lakeland strives to provide platforms from which the Trainees can receive right information. On July 28, 2020, Chief Ruben Garcia



(pictured above-right) of the Lakeland Police Department (LPD) visited YBL via ZOOM presentation. Chief Garcia shared a little about himself, as well as elaborated on eight reoccurring topics: (1) De-Escalation (2) Force Continuum (3) Choke Hold (not taught at LPD) (4) Required Warning before Shooting (5) Shooting at Fleeing/Moving Vehicles (6) Use least amount of force to control a situation (7) duty to Intervene and (8) Requirement for Comprehensive Reporting. Chief Garcia offered a Question & Answer Session that both Trainees and Staff participated in. Thank you, Chief Garcia for taking time out of your busy schedule to educate and address the YBL Cycle 18 Trainees and Staff.

- ❖ On July 30, 2020, Nikki Brunson visited YBL via ZOOM presentation. Ms. Nikki has served as the Certified Nursing Assistant (C.N.A.) Training Instructor for residents and/or YBL Trainees for the past 14 years. She has an extreme passion for her work. For the past year,

Ms. Nikki has been training Sabrina Hallback and Ashley Blue to work with her business, Bella Vista C.N.A. Training Institute. Ms. Hallback has worked as a Registered Nurse for 20 plus years; her daughter Ashley also has a medical background. During their presentation, the ladies shared a variety of information about what it takes to build successful Nursing and/or Medical career. She also elaborated on some of her expectations of persons who enroll for training under the Bella Vista banner, such as: (1) The Importance of Attendance (2) Internship (3) What it takes to successfully complete the training (4) Requirements of the State of Florida; and much more. Thank you, Ms. Nikki for taking time out of your busy schedule to educate and address the Cycle 18 Trainees and Staff.

- **Construction**



- During the month of July, Derrick Bugg joined the YBL Team as the Construction Training Supervisor. He ‘hit the ground running’; visiting the Twin Lakes Phase II construction site to introduce himself to the various contractors and observe them as they worked. Bugg also began to implement classroom and hands-on training on a small scale by having the YBL Trainees build a doghouse. The doghouse project is progressing at a pace that offers



opportunity for each Trainee to learn how to use each tool and what to do when building a doghouse, (*pictured left*) step-by-step. Recently, one of the Trainees made the comment, “I would live in this doghouse”. Some of the skills learned by the Trainees, along with activities conducted throughout the month of July 2020 were:

- How to read a tape measure.
- Various tools and their functions.
- Trainees were quizzed on measurements and different tools and their functions.
- Trainees began using the tools that they had been introduced to.
- Trainees learned and used the nail gun, miter saw, rip saw.
- How to safely operate a compressor.

The Construction Training Supervisor conducted One-on-One interview with each Cycle 18 Trainee. The purpose was for him to become familiar with their individual personalities, who they are and what do they expect to learn from YouthBuild-Lakeland.

The Construction Training Supervisor also attended two Department of Labor Peer-to-Peer virtual training webinars and began coordinating a field trip to Home Depot for the Trainees. The purpose of the Home Depot visit will be to show and explain to the Trainees the importance of selecting quality building materials.

- **Academics**

During the month of July, YBL saw a continuance of the COVID-19 virus which has caused adjustments to virtually all academic industries across the country. Trainee and Staff safety was consistently practiced ensuring a healthy environment and was always at the forefront of all decision-

making procedures. ZOOM continued to be used in office meetings, as well as educational and developmental workshops to enhance Trainee growth. Trainees have continued their schedules for their Penn Foster Diplomas, as well as completed necessary testing for the GED pre-test. Trainees also took part in workshops which included law enforcement and nursing assistant. As the Academic Instructor, I was able to take part in several educational and informative Peer-to-Peer Workshops, as well as Webinars which focused on best practices for YouthBuild Lakeland Trainees and staff alike. As the month of July ended, Academics, Construction, and Career Development continue to be at the forefront of growth and success for our YouthBuild-Lakeland Trainees.

- **Job Placement**

During the month of July, the Job Readiness Specialist continued to follow-up with Cycle 17 and other graduates providing leads and information about employment opportunities, post-secondary education, employment retention, and supportive services. In particular, Erin Pitts-Piche, a graduate of Cycle 11, after having served a 4-year prison term reached to YBL seeking guidance and direction in continuing her education and/or becoming employed. The Job Readiness Specialist coordinated with local partners, Lakeland Police Department and Bella Vista C.N.A. Training Institute to schedule ZOOM presentations on July 28th and July 30th. Both presentations were thorough and educational for YBL Trainees. On July 29th, the Job Readiness Specialist attended the virtual monthly meeting of the Central Florida Business Diversity Council, Larry Mitchell, President. The guest speaker for this networking event was Paris Dean (*pictured right*) who works with small businesses and corporate clients to design and implement growth driving business strategies. His topic was ‘The 4 P’s of Business – Is You Is or Is You Ain’t a Business.



Dean was featured by Forbes magazine at the Under 30 Summit and was subsequently nominated for the Under 30 list for his work in Real Estate Finance to make mortgage loans obsolete.

- **Case Management**

The month of July began the third quarter of follow-up interviews for Cycle 17 YBL graduates. Graduates have been cooperative in completing the interviews and informing staff on all changes since graduation. Cycle 17 trainees will be given the opportunity to meet with Inspire Case Management for counseling and other services and continue to meet with staff to start their journey in furthering their education. Trainees of Cycle 18 have been meeting with the Case Manager to discuss any services they need. Throughout the following month, the current cycle will continue to meet with Inspire Targeted Case Management for counseling services.

- **Recruitment**

The YouthBuild-Lakeland Team has begun recruitment of applicants for the upcoming Cycle 18.

Earl W. Haynes
Senior Program Manager

Willie C. Easmon
Academic Instructor

Cynthia E. Zorn-Shaw
Job Readiness Specialist

Y'Kaysha Watts
Case Manager

RESOLUTIONS

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

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

Re: Resolution # 20-1484

The Board of Commissioners is requested to approve the above-referenced resolution to authorize revisions to the current utility allowance schedule for both the Public Housing and the Housing Choice Voucher participants.

2. Who is making request:

A. Entity: The Housing Authority of the City of Lakeland

B. Project: Implement the annual utility allowance schedules for participants in the Public Housing and HCV programs effective September 1, 2020.

C. Originator: Carlos Pizarro

3. Cost Estimate:

N/A

Narrative:

The U.S. Department of Housing and Urban Development requires the Lakeland Housing Authority to review its utility allowances annually. The review shall include all changes in circumstances involved with completion of modernization and/or other energy conservation measures implemented by the Lakeland Housing Authority which would lead to a change in reasonable consumption requirements and changes in utility rates.

The utility allowance survey method is the preferred method of obtaining current utility rates and charges for the Public Housing and Section 8 Housing Choice Voucher programs. The outcome of this study enables the Lakeland Housing Authority to update the current utility allowance schedule.

Resident Life Utility Allowances, a division of The Nelrod Company, was selected as the consulting firm for the utility allowance study. The Nelrod Company has over twenty years of experience in federal, state, and local government consulting services in the following areas:

- Financial Management and Capital Fund Program
- Agency Plans and Policies
- PHAS
- SEMAP

- HQS
- Family Self Sufficiency
- Reasonable Rent Determination
- Utility Allowances
- Energy Audits
- Physical Needs Assessments

Based on previous experience and work history, the Lakeland Housing Authority engaged the *Resident Life Utility Allowances* firm to conduct the utility allowance study for the Public Housing program and Section 8 participants.

OBJECTIVE

The objective of the study was to update the utility allowances with current utility supplier rates and charges for electricity, natural gas, water and sewer from the City, County, and other jurisdictions. The methodology used to analyze the current utility allowances included a review of Monthly Consumption Allowances, Rate Information Gathering, Computation of Consumption Costs, submission of Section 8 and Public Housing HUD Forms, gathering Supporting Documentation, and implementing the updated allowances within 90 days of approval.

PRESENT SITUATION

The Lakeland Housing Authority has a current utility allowance schedule that will be updated with the new utility allowance schedule (please see attached forms) based on the *Resident Life Utility Allowances* survey. The summary of the complete survey, including a comparison of current allowance with the proposed allowances, is attached to this resolution.

ANTICIPATED OUTCOME

By approving this Resolution, the Lakeland Housing Authority will be able to implement the updated utility allowances for its programs and become compliant with the U.S. Department of Housing and Urban Development mandated utility allowance regulation 24 CFR 965.507 (b).

WHO BENEFITS

The Public Housing residents and the Section 8 participants being serviced by the Lakeland Housing Authority will directly benefit from the updated utility allowance schedule.

RESOLUTION NO. 20-1484

APPROVAL OF THE REVISED PUBLIC HOUSING AND HOUSING CHOICE VOUCHER UTILITY ALLOWANCE SCHEDULES

WHEREAS, the Housing Authority of the City of Lakeland is required by the United States Department of Housing and Urban Development to ensure that its Public Housing program and its Housing Choice Voucher (Section 8) program review and, if necessary, update the utility allowances for program participants on an annual basis; and

WHEREAS, after a study was conducted to review the Housing Authority of the City of Lakeland's utility allowance schedules, and

WHEREAS, it was determined that it is necessary to make adjustments to the Housing Authority of the City of Lakeland utility allowance schedules.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves the updated Public Housing utility allowance schedules and Housing Choice Voucher (Section 8) utility allowance schedules to become effective on September 1, 2020 and/or implementing effective ninety (90) days from the approval date for annual certifications.

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 Resolution No. 20-1484, dated August 17, 2020.

Attested by:

Benjamin Stevenson, Secretary

Michael A. Pimentel, Chairman



LAKELAND HOUSING AUTHORITY, FL PUBLIC HOUSING

PROPOSED MONTHLY UTILITY ALLOWANCES Chart 1

UPDATE 2020

Building Type: Row House/Townhouse

Westlake (All Electric) (EE Equip: WH,Ins)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)		\$53.00	\$62.00	\$73.00		
Water		\$18.00	\$23.00	\$28.00		
Sewer		\$30.00	\$40.00	\$49.00		
Totals		\$101.00	\$125.00	\$150.00		

Building Type: Semi-Detached/Duplex

Westlake (All Electric) (EE Equip: WH,Ins)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)		\$56.00	\$65.00	\$76.00		
Water		\$18.00	\$23.00	\$28.00		
Sewer		\$30.00	\$40.00	\$49.00		
Totals		\$104.00	\$128.00	\$153.00		

Building Type: Row House/Townhouse

John Wright (All Electric) (EE Equip: Win,HP,WH,Ins,WS)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)			\$60.00	\$70.00		
Water			\$20.00	\$24.00		
Sewer			\$34.00	\$41.00		
Totals			\$114.00	\$135.00		

A monthly average cost of the summer and winter adjustments were used for the electric costs.

L&A= Lights & Appliances
H= Space Heating
WH= Water Heating
C= Cooking

EE Equip= Energy Efficient Equipment
Win= Windows
Win-V= Windows Vinyl
HP= Heat Pump
Ins= Insulation
WS= Water Saving Appliances
LED= 100% LED Lighting

Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like Section 8 HCV), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.

LAKELAND HOUSING AUTHORITY, FL
PUBLIC HOUSING

Building Type: Semi-Detached/Duplex

John Wright (All Electric) (EE Equip: Win,HP,WH,Ins,WS)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)			\$63.00	\$73.00		
Water			\$20.00	\$24.00		
Sewer			\$34.00	\$41.00		
Totals			\$117.00	\$138.00		

Building Type: Row House/Townhouse

Cecil Gober (All Electric) (EE Equip: Win,HP,WH,Ins,WS)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)		\$51.00				
Sewer		\$28.00				
Totals		\$79.00				

Building Type: Semi-Detached/Duplex

Micro Cottage at Williamstown (All Electric) (EE Equip: Win-V,WH,Ins,WS,LED)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)		\$53.00	\$61.00			
Sewer		\$28.00	\$34.00			
Totals		\$81.00	\$95.00			

Utility Allowance Schedule

See Public Reporting and Instructions on back.

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

U.S. Department of Housing and
Urban Development

Office of Public and Indian Housing

OMB Approval

No. 25577-0169

exp.7/31/2022

Date (mm/dd/yyyy):

Locality: Lakeland Housing Authority, FL		Unit Type: Multi-Family (High-Rise/Apartment/ Row House/Townhouse/Semi-Detached/Duplex)				
Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Monthly Dollar Allowances						
Heating						
a. Natural Gas	\$9.00	\$11.00	\$11.00	\$11.00	\$12.00	\$12.00
b. Bottle Gas/Propane	\$35.00	\$42.00	\$42.00	\$42.00	\$46.00	\$46.00
c. Electric (<i>avg</i>)	\$6.00	\$7.00	\$7.00	\$8.00	\$9.00	\$9.00
d. Electric Heat Pump (<i>avg</i>)	\$5.00	\$6.00	\$7.00	\$7.00	\$8.00	\$9.00
e. Oil						
Cooking						
a. Natural Gas	\$3.00	\$3.00	\$6.00	\$7.00	\$9.00	\$10.00
b. Bottle Gas/Propane	\$12.00	\$12.00	\$19.00	\$27.00	\$35.00	\$38.00
c. Electric (<i>avg</i>)	\$5.00	\$6.00	\$8.00	\$11.00	\$13.00	\$16.00
Other Electric & Cooling						
Other Electric (Lights & Appliances) (<i>avg</i>)	\$18.00	\$21.00	\$29.00	\$38.00	\$46.00	\$54.00
Air Conditioning (<i>avg</i>)	\$15.00	\$18.00	\$25.00	\$32.00	\$39.00	\$46.00
Water Heating						
a. Natural Gas	\$7.00	\$8.00	\$11.00	\$15.00	\$18.00	\$21.00
b. Bottle Gas/Propane	\$27.00	\$31.00	\$42.00	\$54.00	\$65.00	\$81.00
c. Electric (<i>avg</i>)	\$10.00	\$12.00	\$15.00	\$19.00	\$22.00	\$25.00
d. Oil						
Water, Sewer, Trash Collection						
Water (<i>avg</i>)	\$19.00	\$19.00	\$23.00	\$27.00	\$32.00	\$37.00
Sewer (<i>avg</i>)	\$39.00	\$40.00	\$46.00	\$52.00	\$58.00	\$63.00
Trash Collection (<i>avg</i>)	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00
Tenant-supplied Appliances						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Other--specify: Monthly Charges						
Electric Charge \$11.34 (avg)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$12.54	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Actual Family Allowances		Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$		
		Cooking		\$		
Name of Family		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
		Water		\$		
Address of Unit		Sewer		\$		
		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
Number of Bedrooms		Other		\$		
		Total		\$		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

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

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No. 25577-0169

exp.7/31/2022

Date (mm/dd/yyyy):

Locality: **Lakeland Housing Authority, FL** Unit Type: **Single-Family (Detached House/Mobile Home)**

Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
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Monthly Dollar Allowances

Heating						
a. Natural Gas	\$13.00	\$16.00	\$16.00	\$17.00	\$17.00	\$18.00
b. Bottle Gas/Propane	\$50.00	\$58.00	\$58.00	\$61.00	\$61.00	\$65.00
c. Electric (avg)	\$9.00	\$11.00	\$12.00	\$12.00	\$13.00	\$14.00
d. Electric Heat Pump (avg)	\$7.00	\$8.00	\$10.00	\$11.00	\$12.00	\$13.00
e. Oil						

Cooking						
a. Natural Gas	\$3.00	\$3.00	\$6.00	\$7.00	\$9.00	\$10.00
b. Bottle Gas/Propane	\$12.00	\$12.00	\$19.00	\$27.00	\$35.00	\$38.00
c. Electric (avg)	\$5.00	\$6.00	\$8.00	\$11.00	\$13.00	\$16.00

Other Electric & Cooling						
Other Electric (Lights & Appliances) (avg)	\$26.00	\$31.00	\$43.00	\$55.00	\$67.00	\$79.00
Air Conditioning (avg)	\$12.00	\$14.00	\$31.00	\$49.00	\$66.00	\$83.00

Water Heating						
a. Natural Gas	\$8.00	\$9.00	\$13.00	\$18.00	\$21.00	\$26.00
b. Bottle Gas/Propane	\$31.00	\$35.00	\$50.00	\$65.00	\$81.00	\$96.00
c. Electric (avg)	\$13.00	\$15.00	\$19.00	\$23.00	\$28.00	\$32.00
d. Oil						

Water, Sewer, Trash Collection						
Water (avg)	\$19.00	\$19.00	\$23.00	\$27.00	\$32.00	\$37.00
Sewer (avg)	\$39.00	\$40.00	\$46.00	\$52.00	\$58.00	\$63.00
Trash Collection (avg)	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00

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

Other--specify: Monthly Charges						
Electric Charge \$11.34 (avg)	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Natural Gas Charge \$12.54	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00

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

