



430 Hartsell Ave
Lakeland, FL 33815

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<http://LakelandHousing.org>



Board Of Commissioners

Michael Pimentel, Chairman

Richard Richardson, Vice-Chairman

Joseph DiCesare

Edward Hall

Lorenzo Robinson

Dorothy Sanders

Shelly Asbury

REGULAR BOARD MEETING

Monday, September 17, 2018

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, September 17, 2018 at 6:00 P.M.
LHA Board Room

Pledge of Allegiance
Moment of Silence
Establish a Quorum

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Minutes of the Regular Board Meeting held Monday, August 20, 2018.**
- 3. Public Forum**
- 4. Old Business**
- 5. New Business**
- 6. Secretary's Report**
 - Housing and Operations
 - Administration
 - Resolutions

Resolution No.18-1457 – The Board of Commissioners is requested to approve the 2019 Agency Plan in order to satisfy a U.S. Department of Housing and Urban Development regulation.

Resolution No.18-1458 – The Board of Commissioners is requested to authorize the Executive Director to execute a ground lease and submit an application to Florida Housing Finance Corporation for Low Income Housing Tax Credit and other applications for

appropriate Financing for the Phase III development of the West Lake Apartments community and to take all actions necessary to carry out the intent of this Resolution.

Resolution No. 18-1459 – The Board of Commissioners is requested to authorize the Executive Director to execute a ground lease, if necessary, and submit an application to Florida Housing Finance Corporation of Low Income Housing Tax Credits and other applications for appropriate financing for the Phase I development of the Arbor Manor property and to take all actions necessary to carry out the intent of this Resolution.

7. Legal Report

8. Other Business

9. Adjournment

**Regular Board Meeting of the
Board of Commissioners of the Housing Authority of the City of Lakeland
Monday, August 20, 2018
430 Hartsell Avenue, Lakeland, Florida.**

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

Secretary: Benjamin Stevenson

Legal Counsel: Ricardo Gilmore

The meeting was called to order at 6:01 p.m. by Chairman Pimentel.
The Pledge of Allegiance and a Moment of Silence were observed.
A quorum was established.

APPROVAL OF THE AGENDA

- Motion to approve and accept the meeting agenda.
Motion by Richardson, seconded by Hall.

Votes: Commissioners

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

APPROVAL/ACCEPTANCE OF MINUTES

- Motion to approve and accept the minutes of the Board of Commissioners meeting held on Monday, July 16, 2018

Motion by Asbury, seconded by Sanders.

Votes: Commissioners

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

PUBLIC FORUM

None.

OLD BUSINESS

Mr. Stevenson informed the Board that LHA recently held elections for representatives to serve on the Resident Advisory Board. We invited the newly elected members of the RAB to tonight's meeting. A couple are sitting in the audience. He asked the members to introduce themselves. The members attending tonight's meeting are Judy Mass of Gober Villas, Lola Green of the Villas at Lake Bonnet and Jim Hayes of the Manor at West Bartow.

NEW BUSINESS

Mr. Stevenson mentioned the awards that LHA received at the FAHRO Conference. The honors included Best Practice Awards of Excellence for the Micro-Cottages at Williamstown and the YouthBuild program as well as the YouthBuild newsletter. LHA was also selected as the 2018 Housing Authority of the Year. Mr. Stevenson displayed the awards to the Committee. The conference was held August 6-8, 2018 in Orlando.

Mr. Stevenson and some LHA staff also attend the conference. LHA's property management company, West Lake Management, had a display booth at the conference. HUD Secretary, Dr. Ben Carson, was a guest speaker. HUD staff from the Jacksonville and Miami Field Offices were also present.

Mr. Stevenson also mentioned that on today he and members of the LHA Executive staff attended the City of Lakeland City Lakeland meeting that morning. LHA recognized for the awards received at the FAHRO conference earlier this month. Mayor Bill Mutz extended the invitation for LHA to attend. Mr. Stevenson stated Mayor Mutz also submitted a letter of support for the nomination of LHA for Housing Authority of the Year.

Commissioner Richardson commended the YouthBuild Program on their outstanding GED graduation rate. Mr. Stevenson stated Earl Haynes and his staff are doing an outstanding job administering the program. Mr. Haynes was very instrumental ten years ago in starting the YouthBuild program at LHA. The program has always gotten good

reviews and evaluations. The Lakeland program model has been recommended as a model program by YouthBuild administrators and evaluators.

Micro-Cottages at Williamstown

Mr. Stevenson stated the ribbon cutting for the Micro-Cottages of Williamstown is tentative scheduled for some time in September 2018. The General Contractor is getting close to completing the construction work but needs to correct a few items. He is hopeful LHA can finalize the date for the grand opening soon.

Twin Lakes Estates

Twin Lakes Estates Phase I started construction in June 2018. The building is coming out of the ground now. Mr. Stevenson has not heard anything from the HD SAC office regarding the Demolition/Disposition application for Phase II. LHA staff has started having weekly conference calls with the Developer Partner and the Investors regarding the Phase II closing.

The developer will be submitting an application for low income housing tax credits for Phase III. The applications are due October 29, 2018.

SECRETARY'S REPORT

Fair Housing Audit

The site visit by the HUD Fair Housing Office went well. There were no findings. LHA has received the draft Voluntary Compliance Agreement (VCA) from the HUD Fair Housing Office. Mr. Stevenson will discuss the document with the HUD Director of Fair Housing later. A copy of the VCA will be in the Board Report.

HUD will visit LHA to conduct a Limited Management Review later this month. The dates of the site visit are August 26-29, 2018.

• Housing/Operations

Report submitted as written.

Mr. Pizarro informed the Board LHA received a letter this week from HUD stating LHA has received another High Performer score. This is the fourth consecutive year the Agency has received the High Performer designation for both the Public Housing and Section 8 programs.

Mr. Pizarro also reported that the Manor of West Bartow had a gas leak caused by a faulty hot water heater. No company had the hot water heater in stock on that day. LHA found a company and the necessary repairs should be fixed by tomorrow.

A copy of the 2019 Agency Plan is included in the Board Report. The final draft will be completed and presented in the September 2018 Board meeting.

West Lake Management participated in the FAHRO conference as a vendor for two days. There were a lot of inquiries and referral requests received during the conference.

• **Administration/Finance**

Ms. Turner gave an overview of the Financial Report.

LEGAL REPORT

Mr. Gilmore presented an iPad Policy to the Board. He advised that the instrument is owned by LHA and anything that are put on the iPads becomes a matter of public record. The iPad must be returned to LHA once Board member's term is completed. He provided additional discussion points regarding the policy. Several commissioners gave various opinions during a lengthy discussion. Commissioners decided to hold a vote to table the policy.

- Motion to table the iPad Policy for further input.

Motion by Robinson, seconded by DiCesare.

Votes: Commissioners

Michael Pimentel – Nay	Edward Hall – Nay	Dorothy Sanders – Nay
Richard Richardson – Aye	Joseph DiCesare – Aye	Shelly Asbury – Nay
Lorenzo Robinson – Aye		

After more discussion, the Commissioners decided to hold a vote on the proposed policy.

- Motion not to approve and accept the iPad Policy as written

Motion by Pimentel, seconded by Hall.

Votes: Commissioners

Michael Pimentel – Aye

Richard Richardson – Aye

Lorenzo Robinson - Nay

Edward Hall – Aye

Joseph DiCesare – Nay

Dorothy Sanders – Aye

Shelly Asbury – Aye

OTHER BUSINESS

Commissioner Robinson asked permission for a resident to address the Board at this point in the meeting. Commissioner Richardson respond that the Public Forum time to speak has passed. It is the policy of the Board that after the Public Forum has passed on the agenda no member of the public is allowed to speak unless it was determined during the time when the agenda for the meeting is approved. Since no changes to the agenda were requested at the beginning of tonight’s meeting, the item is considered closed.

The meeting adjourned at 7:38 p.m.

Benjamin Stevenson, Secretary

SECRETARY'S REPORT

Secretary's Report
September 2018
Williamstown

The General Contractor is nearing completion of the construction of the units. Staff has identified some closeout work that needs to be corrected and/or completed before the housing units are ready for occupancy. There is also some corrective work that must be completed on the sidewalks. The units should be ready for occupancy sometime in early October 2018.

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

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

West Lake Phase I

Construction activity began on Phase I after the Groundbreaking Ceremony held on June 4, 2018. The contractor has installed the framing for the building and is making good progress with the overall construction for the development.

Relocation

HUD funded the relocation vouchers for Phase I in April 20, 2018. Once the vouchers were funded, the families started moving to new locations. LHA also contracted with a moving company to assist the residents with relocating to their new addresses. All families were relocated by the end of May 2018. Previously, staff held weekly Relocation Meetings with the residents of West Lake Phase I. The residents were given boxes and packing tape to assist with their preparation to move offsite. Section 8 and Public Housing staff attended the weekly meetings and answered questions from the residents. All of the housing units in Phase I have been demolished. The contractor has started construction activity.

The Relocation Process for Phase II will begin once HUD approves the Demo-Dispo application. The application is currently under review by the HUD Special Application Center in Chicago. The application includes a request for Section 8 relocation vouchers for the families in Phase II.

Secretary's Report
September 2018
Demolition – Phase II

The second and most recent Demolition/Disposition Application for West Lake requested demolition approval for the entire site and disposition approval for the Phase II which consists of sixty-four (64) housing units within twenty-two (22) residential buildings and one (1) community building.

Other Phase I History and Activities

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

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

West Lake Phase II

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

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

Staff submitted the Demolition/Disposition application for Phase II to the HUD-SAC Office at the beginning of April 2018. The City of Lakeland completed a Part 58 Environmental Review for the site in May 2018. LHA has completed the 45-day review period for public comment on the document. LHA was previously notified the Demolition/Disposition application would be placed on hold until the Environmental Review process was completed.

Demolition for Phase II will begin after approval of the Demolition/Disposition application for this phase. The application includes a request for Section 8 relocation vouchers. Remediation work start after all of the tenants are relocated.

Secretary's Report
September 2018
West Lake Phase III

The 2017 application for West Lake Phase III did not receive a favorable lottery number. So, the project was not awarded tax credits during this round. The Developer Partner is submitting a second application for 9% tax credits in the next round of funding. The applications are due by October 29, 2018. LHA staff met with the Board of Directors for Lakeland Polk Housing Corporation in September 11, 2018. The LPHC Board approved resolutions authorizing LHA to proceed with an application for low income housing tax credits for West Lake Phase III and the Arbor Manor property. 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.

Carrington Place a.k.a. Dakota Park

The tax credits at Dakota Park will be expiring sometime in 2019. There was also a balloon payment of \$345,000 due to SunTrust Bank. The loan has been paid off. LHA staff worked with Rubin Brown, a LHA Financial Advisor, and National Equity Fund to pay off the loan. Project closeout funds will be used to pay off the new loan. The next step is to make a decision regarding how to rehab the property.

Investment Partner Activities

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

LHA continues to look at ways to generate startup funding for partnership activities. So, staff is exploring the possibility of a working capital line of credit and predevelopment financing with local financial institutions. The working capital will be used to assist with relocation costs overruns associate with West Lake Phase I, potential staffing/administrative shortfalls associated with disposition of housing units at West Lake, and project development activities for LPHC. If successful, the line of credit and/or working capital loan would be paid off at the closing of a project. Payments will be made using proceeds from the loan until a project closes.

Staff has issued a Request for Qualifications for Predevelopment Project funding. We are hopeful that potential financial partners will submit responses that offer multiple financing options to assist with development and operational activities. Potential respondents included Wells Fargo, PNC and TD Bank. Staff is looking at completing the financial closing of a development project

**Secretary's Report
September 2018**

sometime towards the end of this year. Staff is going to setup an interview with the top-rated respondent to the RFQ. A recommendation will be submitted to the LHA Board at the October Board meeting.

Annual Budget/Agency Update

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

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

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

Agency Plan

LHA staff drafted the 2019 Agency Plan in June 2018. Copies were being distributed to the Board along with July 2018 Board packet. Copies of the document were made available for review and comment by the Resident Advisory Board and general public for 45 days. Locations where physical copies of the Plan were made available included LHA, the Larry Jackson Library and the City of Lakeland. A copy was also available on the LHA website. LHA staff held a public meeting with the RAB and the general public to discuss their comments regarding the Plan on July 24, 2018. Members of the RAB were given an overview of the revisions and updates to last year's Plan at a public meeting on August 3, 2018. A Public Hearing with the general public was held on August 23, 2018. All of the meetings were held in the LHA Boardroom. The Plan will be submitted to the LHA Board for approval at the September 2017 meeting. It will be submitted to HUD in October 2018.

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

**Secretary's Report
September 2018**

Staff is still waiting on written HUD approval of the 2018 Agency Plan. The Plan is considered approved if no comments are received from HUD within 45 days of submittal.

Financial Audit

Becky Sabetsky with Berman Hopkins Wright & LaHam, P.A., the LHA Independent Auditor, was onsite May 14-16, 2018 to conduct an audit of the 2017 LHA financials. Staff spent several weeks preparing documents for this purpose. The audit information is being reviewed by the Auditor. Another update will be given to the Board of Commissioners at the Board meeting as a part of the Financial Report.

Fair Housing Audit

Charles President, Director of HUD Jacksonville Fair Housing Office, visited LHA on June 26-28, 2018 to conduct a Civil Rights Compliance Review. He brought three other staff members from Miami and Jacksonville. LHA was chosen at random for the audit. LHA staff spent several weeks preparing documents for this purpose. Staff due diligence was reward with a positive review and visit by Fair Housing. Mr. President was very impressed with LHA's documentation. The review resulted in no findings, but one recommendation. HUD sent a written response via Voluntary Compliance Agreement (VCA) providing LHA one year to comply with the recommendation. The VCA was executed in August 2018. A copy of the VCA is included in this month's Board Packet.

Previously, LHA was notified the HUD-Jacksonville Field Office is planning a Limited Management Review for some time in August 2108. HUD will be visiting the LHA offices for three (3) days on August 28-30, 2018. LHA staff has prepared and the submitted documents requested by HUD prior to the visit.

Other Activities

I attended another meeting of the Homeless Steering Committee formed by Mayor Bill Mutz. The committee was formed after completion of a Homeless Coalition Study by the City of Lakeland. The steering committee will review and make recommendations on how to address homelessness in Lakeland. The meeting was held on August 21, 2018 in City Hall.

LHA staff was recognized by the City of Lakeland City Commission at their August 20, 2018 meeting. The Mayor wanted to call attention to the LHA being designated as 2018 Housing Authority of the Year by FAHRO.

I also received personal notes from Mayor Mutz and Sheriff Grady Judd. Each note congratulated LHA on being selected as the 2018 Housing Authority of the Year by FAHRO.

Secretary's Report

September 2018

On Tuesday, August 29, 2018, the Lakeland Ledger published an editorial summarizing LHA's achievements over the past five years including the awards received from FAHRO. I wrote the editorial and the Ledger allowed me to serve as a Guest Columnist.

On Monday, September 10, 2018, the Lakeland Ledger published an article providing an update on the West Lake redevelopment project to be known as Twin Lakes Estates Phase I. The article appeared on the front page of the newspaper. It is good for LHA to receive some very positive coverage from the media.

On Tuesday, September 11, 2018, I attended a ceremony at Summerlin Academy in Bartow. The ceremony is held each year to honor the military and public service employees that died during the 9-11 attack. I continue to serve on the Advisory Committee for Summerlin Academy.

Respectfully submitted,

Benjamin Stevenson

Secretary

AFFORDABLE HOUSING REPORT

◀ Housing Report

◀ FSS & Resident Activities

Affordable Housing Department

Board Report

September 2018

- **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
 - 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 August:**
 - Received the **HIGH PERFORMER** designation from HUD- 4 years in a row for both Public Housing and Housing Choice Voucher programs.
 - HUD's Limited Review was very successful with no findings.

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
08/30/2018	97.84%	09/07/2018

REAC Inspections

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

Housing Choice Voucher Program

Waiting Lists

Tenant-Based Waitlist

The tenant-based waiting list is currently closed.

Project-Based Waitlist – The Manor at West Bartow

The Manor at West Bartow waiting list is continuously open.

Project-Based Waitlist – Villas at Lake Bonnet

The Villas at Lake Bonnet waiting list is continuously open.

Program Information

Port Outs

LHA currently has twenty-three (23) port-outs in the month of August 31. Port outs are clients that use their voucher in another jurisdiction.

Port Ins

LHA currently has seventy-three (73) active port ins for the month of August 31. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

Lease-up & Movers

As of August 31, 2018, Lakeland Housing Authority issued twenty (20) vouchers to movers. We received thirty three (33) Requests for Tenancy Approvals during the month of August. We processed five (5) initial move-in and zero (0) port-in, and zero (0) new port outs were sent to another jurisdiction.

Active Clients

As of August 31, 2018, LHA is servicing 1386 families on the Housing Choice Voucher program.

Program	Total Vouchers
• Regular Vouchers & Project Based Vouchers	1140
• Mainstream	38
• VASH	59
• Tenant Protection	71
• Port Out	27
• Port In	51
Total	1386

EOP – End of Participation

LHA processed ten (10) EOP's with a date effective the month of August 2018. Below are the reasons for leaving the program:

Reason	Count
• Termination – Criminal	0
• Termination – Unreported income and/or family composition	6
• Left w/out notice	0
• No longer need S/8 Assistance	0
• Deceased	0
• Landlord Eviction	1
• Lease and/or Program Violations non-curable	3
Total	10

PIC Reporting Percentage

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

Effective Date	HCV	Date Collected
07/31/2018	101%	08/08/2018

General information and activities for the month of August 2018

- The Housing Choice Voucher Department processed one hundred seventeen (117) annual certifications and forty nine (49) interim certifications.
- The Inspections Unit conducted a total of thirty three (33) inspections.
- A total of eight (8) informal hearings were processed during this month.

Repayment Agreements for Unreported Income

8/31/2018

Accumulative report

Total of unreported income that has been identified	\$	316,020.00
Non responsive	\$	62,789.00
Identified as uncollectible	\$	65,081.90
Repayment agreement signed		<u>197,774.00</u>
Pending repayments to be signed	\$	55,457.00
Down payments received	\$	25,538.10
Lump sum received	\$	3,589.00
Payments towards agreement	\$	<u>55,077.66</u>
	\$	84,204.76

	G/L	Pending	Estimated balances as of 06/30/2018
RNP	\$ 41,495.27	\$ 607.07	\$ 42,102.34
UNP	\$ <u>41,495.36</u>	\$ 2,030.50	\$ <u>43,525.86</u>
	\$ 82,990.63	\$ 2,637.57	\$ 85,628.20

RECEPTION MONTHLY REPORT 2018

	VISITOR'S COUNT	RFTA	INTERIM CHANGE
January	1,315	12	43
February	830	16	95
March	1,048	12	45
April	888	18	52
May	1,012	37	50
June	929	27	65
July	1037	26	52
August	1133	33	49



Reports from the Communities

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

Item	WestLake	WestLake Addition	Cecil Gober	John Wright	Carrington Place	Renaissance	Villas Lake Bonnet	Colton Meadow	Manor at West
Occupancy	100%	100%	100%	100%	99%	98%	100%	100%	99%
Down units due to modernization /Insurance									
Vacant units	0	0	0	0	1	3	0	0	1
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Lovett Johnson	Lovett Johnson	Jeannette Albino	Glady s Delgado	Lisa Pearson

Resident Services August 2018 Report

West Lake Apartments

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

Job Search/Florida ACCESS Center

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

Summer Safety for Senior Workshop

We hosted a mini workshop at Cecil Gober to remind our seniors the importance of Summer Safety. Some of the topics discussed were; heat related illnesses, how to stay cool during summer activities and summer food safety.

National Night Out

Lakeland Police Department partnered with LHA for wonderful day of fellowship, this was held at our Washington Renaissance property. Our theme this year was “Hero’s In the House” Lunch was served. Backpacks with school supplies were given out to all the children in community. Family photos were taken and sent home as souvenirs. Sizes of middle and high school students were taken to get sneakers for the kids in need of sneakers for school.



Up Coming Events

September 6, 2018 @11am
BBQ & Birthdays
Gober Villas

September 13, 2018 @ 9am
Sr. Beach Trip to Anna Maria Island

September 19, 2018 @ 1pm
Medicare & You
Cecil Gober Villas

September 28, 2018 @ 9am
Sr. Health Fair
Washington Renaissance Elderly Building

September 28, 2018 @7pm
Bingo Night
Cecil Gober Villas

**Resident Opportunity and Self-Sufficiency (ROSS)
August 2018**

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

Activities and Events

- The ROSS Coordinator attended the FSS Meeting with various agency partners.
- The ROSS Coordinator attended and assisted with the Lakeland Housing Authority's "Heroes in the House" event. Community Partners came out to provide valuable information about programs they offer. All attendees were given a free lunch and there were raffles and gift card giveaways. Local Law Enforcement officers were on hand to take pictures with the kids.
- The ROSS Coordinator attended and assisted with a 4-part Money Smart course taught through the United Way. This program provides valuable information regarding budgeting, debt management and credit repair. There is also a one-on-one component available to class participants that process a savings match as an incentive to begin a saving habit. Flyers have been distributed for another session of the classes that began August 7th.
- All families in Phase 1 have been relocated from their units in Westlake and moved into a new permanent home. Demolition has been completed and construction of the new building is in full swing.
- The computer lab is open for clients to use for Job Search and various Social Service Applications

Respectfully,

Carlos R. Pizarro An

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



ADMINISTRATION REPORT

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie A. Turner, VP of Administration

DATE: September 12, 2018

RE: August 2018 Financial Statements

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

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

These statements are unaudited and compiled from LHA Finance.

Valerie A. Turner

Valerie A. Turner, PMP
VP of Administration
Lakeland Housing Authority



Monthly Statement of Operations Narrative Summary Report

RE: For the current month and eight months (Year to Date) ended August 25, 2018

Summary report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):
COCC has a Net Operating Income (NOI) of \$7,979 for the period and \$6,348 for year-to-date.
2. Section 8 Housing Choice Voucher (HCV) Program:
HCV Administration has a NOI of \$19,090 for Program Administration and \$266,005 for Housing Assistance Payment (HAP).
3. Public Housing (AMP 1): WestLake Apartments, John Wright Homes and Cecil Gober Villas):
NOI is \$20,547 for year-to-date before depreciation.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place:
Carrington Place's NOI is \$30,939 for year-to-date before depreciation.
5. Renaissance at Washington Ridge LTD., LLLP:
NOI is \$2,095 for year-to-date before depreciation.
6. Colton Meadow LLLP:
The NOI for Colton Meadow is \$34,687 for year-to-date before depreciation.
7. Bonnet Shores LLLP:
Villas at Lake Bonnet's has a NOI of -\$13,931 before depreciation for year-to-date.
8. West Bartow Partnership, LTD, LLLP:
The property has a NOI of \$59,703 before depreciation for year-to-date.
9. Hampton Hills (AMP4):
This property has a NOI of \$66,321 before depreciation.
10. YouthBuild:
YouthBuild has a NOI of -\$39,996. The negative NOI is due to timing of the grant reimbursement from the Department of Labor.

The table on the following page summarizes LHA's current financial position for its 10 most active properties.





Item #	Property #	Name	NOI Amount Before Depreciation for Year-To-Date
1	96	COCC	\$6,348
2	80	HCV - HAP	\$266,005
		HCV - Admin	\$19,090
3	10	Public Housing – General (AMP 1)	\$20,547
4	16	Dakota Park Limited Partnership, LLLP d.b.a Carrington Place	\$30,939
5	17	Renaissance at Washington Ridge LTD., LLLP	\$2,095
6	56	Colton Meadow, LLLP	\$34,687
7	57	Bonnet Shores, LLLP	-\$13,931
8	62	West Bartow Partnership, LTD., LLLP	\$59,703
9	12	Hampton Hills (AMP 4)	\$66,321
10	49	YouthBuild	-\$39,996

Conclusion: Eight (8) of the ten (10) properties have positive NOI. This is an improvement from previous months as cost reduction measures that were implemented for COCC, Public Housing General, and Renaissance at Washington Ridge LTD., LLLP are beginning to be reflected within the financial statements. Although the NOI for Bonnet Shores, LLLP continues to be negative, this is a temporary situation that resulted during preparation for the investor’s annual audit. The YouthBuild program is expected to continue to have negative NOI as this is a reimbursable grant. However, staff is presently working with a third-party consultant to apply a Jobs Plus Grant to serve as leverage or match for YouthBuild. The consultant is scheduled to submit the grant on September 13, 2018. If awarded, LHA could receive up to \$2.2 million in grant funds that would not only provide match or leverage for LHA’s YouthBuild grant but Public Housing-General and Resident Services would also receive funding for 2-3 staff positions.



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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	750.00	807.96	(57.96)	-7.17%	1	7,758	6,464	1,294	20.02%	9,696
Public Housing, Sec 8 and Other Mgmt Income	56,927	28,583	28,344	99.16%	1	419,822	228,667	191,155	83.60%	343,000
Other Income	8,241	35,183	(26,941)	-76.58%	2	112,502	281,462	(168,960)	-0.60	422,193
Grants Salary Cont.(YB-Director)	1,211	1,000	211	21.08%	1	9,687	8,000	1,687	21.08%	12,000
Total Revenue	67,129	65,574	1,555	2.37%		549,768	524,592	25,176	4.80%	786,889
Tenant Services	-	-	-	#DIV/0!		9	-	9	#DIV/0!	-
Administrative Expenses	56,309	60,404	(4,096)	-6.78%		514,408	483,235	31,173	6.45%	724,852
Utility Expense	144	520	(375)	-72.27%	3	1,050	4,156	(3,106)	-74.73%	6,234
Maintenance Expense	1,483	1,019	464	45.55%	4	18,241	8,151	10,089	123.78%	12,227
General Expenses	812	895	(83)	-9.31%	3	6,497	7,163	(667)	-9.31%	10,745
Financing Expenses	-	-	-			-	-	-		-
Total Expense before depreciation	58,748	62,838	(4,090)	-6.51%		540,204	502,706	37,499	7.46%	754,058
Operating Income (Loss) before Depreciation	8,381	2,736	5,646	206.35%		9,564	21,887	(12,323)	-56.30%	32,830
Depreciation	402	402	0	0.00%		3,216	3,216	0	0.00%	4,824
Total Expense	59,150	63,240	(4,090)	-6.47%		543,421	505,922	37,499	7.41%	758,882
Net Operating Income (Loss)	7,979	2,334	5,646	241.90%		6,348	18,671	(12,323)	-66.00%	28,006

Comments

- 1 Variance for the period is due to timing of income.
- 2 Variance for the period is due to timing of the administrative fees.
- 3 Variance reflects expenses less than the budget.
- 4 Variance for the period is due to new hire - Temp Maintenance Staff

Lakeland Housing Authority
Central Office Cost Center
Balance Sheet
as of August 25, 2018

ASSETS

Unrestricted Cash	
Cash Operating 1	21,183.37
Cash-Payroll	37,155.88
Total Unrestricted Cash	<u>58,339.25</u>
Claim on Cash	-58,448.56
TOTAL CASH	<u>-109.31</u>
Cash - Vending	3,084.50
Cleared Interfund Account	-138,938.00
Due from Public Housing General	100,729.76
A/R - Youthbuild DOL	9,295.54
A/R - Capital Fund Grants/HUD	-9,945.48
Due from Development-Williamstown	37,040.00
TOTAL DUE FROM	<u>140,204.32</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	1,266.32
OTHER CURRENT ASSETS	
Prepaid Expenses and Other Assets	221.47
Prepaid Insurance	3,248.20
Prepaid Software Licenses	1,500.00
TOTAL OTHER CURRENT ASSETS	<u>4,969.67</u>
TOTAL CURRENT ASSETS	<u>6,126.68</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Furniture & Fixtures	11,185.60
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-31,427.14
Intangible Assets	
TOTAL FIXED ASSETS (NET)	<u>2,341.30</u>
TOTAL NONCURRENT ASSETS	2,341.30
TOTAL ASSETS	<u>8,467.98</u>

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	2,833.05
Workers Compensation	7,325.40
Other Current Liabilities	65,458.31
Accrued Audit Fees	5,000.00
Due to Federal Master	47,855.12
Due to Polk County Developers, Inc.	70,000.00
Accrued Compensated Absences-Current	<u>16,614.93</u>
TOTAL CURRENT LIABILITIES	<u>215,086.81</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	30,856.31
TOTAL NONCURRENT LIABILITIES	<u>30,856.31</u>
TOTAL LIABILITIES	<u>245,943.12</u>
EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-237,475.14</u>
TOTAL RETAINED EARNINGS:	<u>-237,475.14</u>
TOTAL EQUITY	<u>-237,475.14</u>
TOTAL LIABILITIES AND EQUITY	<u>8,467.98</u>

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

For the Current Month and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	4,296.99	21,183.37	16,886.38
Cash-Payroll	27,649.70	37,155.88	9,506.18
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,084.50	3,084.50	0.00
Total Cash	35,031.19	61,423.75	26,392.56

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	29,758.45	21,183.37	-8,575.08
Cash-Payroll	59,986.66	37,155.88	-22,830.78
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	2,826.50	3,084.50	258.00
Total Cash	92,571.61	61,423.75	-31,147.86

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

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue/Port Revenue	97,388	73,955	23,433	31.69%	915,115	591,643	323,472	54.67%	887,464
Other Income	216	6	210	3607.14%	14,237	47	14,191	30408.54%	70
Total Revenue	97,605	73,961	23,644	31.97%	929,352	591,689	337,663	57.07%	887,534
Administrative Expenses	63,812	53,238	10,574	19.86%	470,712	425,905	44,807	10.52%	638,858
Tenant Services	13	-	13	-	135	-	135	-	-
Utilities	-	177	(177)	-100.00%	-	1,413	(1,413)	-100.00%	2,120
Maintenance Expense	1,109	200	909	454.35%	8,322	1,600	6,722	420.10%	2,400
General Expenses (Insurance, etc.)	130	130	-	0.00%	1,269	1,043	226	21.62%	1,565
Hap & URP Expenses - Port in Payments	42,218	18,727	23,491	0.00%	428,898	149,816	279,082	0.00%	224,724
Total Expense before Depreciation	107,283	72,472	11,320	15.62%	909,336	579,778	329,558	56.84%	869,667
Operating Income (Loss) before Depreciation	(9,678)	1,489	12,324		20,017	11,911	8,105	68.05%	17,867
Depreciation	265	350	(85)		927	2,800	(1,873)		4,200
Total Expense	107,548	72,822	11,235	15.43%	910,262	582,578	327,684	56.25%	873,867
Net Operating Income (Loss)	(9,943)	1,139	(11,082)	-973.03%	19,090	9,111	9,979	109.52%	13,667

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

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	759,106	695,511	63,595	9.14%	6,278,087	5,564,086	714,001	12.83%	8,346,128
Other income	-	-	216	0.00%	13,482	-	13,482	0.00%	-
Total Revenue	759,106	695,511	63,812	9.17%	6,291,569	5,564,086	727,483	13.07%	8,346,128
Housing Assistance Payments	697,021	649,408	47,613	7.33%	5,646,970	5,195,260	451,710	8.69%	7,792,891
Tenant Utility Reimbursement	24,779	22,935	1,844	8.04%	194,519	183,477	11,042	6.02%	275,216
Port Out HAP Payments	17,166	15,211	1,955	12.85%	161,869	121,685	40,184	33.02%	182,528
FSS Escrow Payments	(934)	2,943	(3,877)	-131.74%	18,640	23,544	(4,904)	-20.83%	35,316
FSS Forfeitures & Adjustments	(1,362)	-	(1,362)	#DIV/0!	3,566	-	3,566	#DIV/0!	-
Program Expenses Before Depreciation	736,670	690,496	46,174	6.69%	6,025,564	5,523,967	501,597	9.08%	8,285,951
Program Income (Loss) before Depreciation	22,436	5,015	17,638	0	266,005	40,119	225,886	0	60,178
Depreciation	-	-	-		-	-	-		-
Total Expense	736,670	690,496	46,174	6.69%	6,025,564	5,523,967	501,597	9.08%	8,285,951
Net Operating Income (Loss)	22,436	5,015	17,638	351.71%	266,005	40,119	225,886	0	60,178

Comments

- 1 Variance reflects HAP earned, administration fees, and port-in HAP fees being higher than budgeted.
- 2 Variance is due to costs associated uniforms, vehicle repairs and new hire of temporary labor. Overall all expenses are in line with actual revenue being received even if over budgeted.

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

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		CURRENT LIABILITIES	
Cash Operating 1	18,636.59		
Cash-Payroll	-2,472.33		
Cash Operating 2B	458,884.81	A/P Vendors and Contractors	-51,795.44
Total Unrestricted Cash	475,049.07	Accrued Audit Fees	7,460.00
Restricted Cash		Due to Section 8	24,209.04
Cash Restricted - FSS Escrow	64,669.36	Tenant Prepaid Rents	64,852.56
Total Restricted Cash	64,669.36	State of FL Unclaimed Funds	33,224.76
TOTAL CASH	539,718.43	Accrued Compensated Absences-Current	6,802.17
		TOTAL CURRENT LIABILITIES	84,753.09
ACCOUNTS AND NOTES RECEIVABLE		NONCURRENT LIABILITIES	
A/R-Tenants/Vendors	317,726.62		
Allowance for Doubtful Accounts-Tenants/Vendors	-272,360.09		
AR-TPA/Fraud Recovery	51,682.62		
A/R WF Dec ACH	3,400.10		
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	-30,129.22		
Cleared Interfund Account	-182,061.29	Accrued Compensated Absences-LT	12,632.59
Due from Section 8 Mainstream	24,209.04	FSS Due to Tenant Long Term	64,669.36
A/R-Other Government	5,909.70		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-81,622.52		
OTHER CURRENT ASSETS		TOTAL NONCURRENT LIABILITIES	77,301.95
Prepaid Insurance	521.64		
Prepaid Software Licenses	6,126.00		
TOTAL OTHER CURRENT ASSETS	6,647.64		
TOTAL CURRENT ASSETS	464,743.55	TOTAL LIABILITIES	162,055.04
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS			
Automobiles	15,900.00		
Furniture & Fixtures	26,461.08		
Accum Depreciation- Misc FF&E	-29,311.60	RETAINED EARNINGS	
Intangible Assets		Retained Earnings-Unrestricted Net Assets	318,143.99
TOTAL FIXED ASSETS (NET)	13,049.48	TOTAL RETAINED EARNINGS:	318,143.99
Non-Dwelling Equipment	2,406.00		
TOTAL NONCURRENT ASSETS	15,455.48	TOTAL EQUITY	318,143.99
TOTAL ASSETS	480,199.03	TOTAL LIABILITIES AND EQUITY	480,199.03

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

For the Current and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	24,082.06	18,636.59	-5,445.47
Cash-Payroll	180.07	-2,472.33	-2,652.40
Cash Operating 2B	422,944.87	458,884.81	35,939.94
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	66,937.43	64,669.36	-2,268.07
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	514,144.43	539,718.43	25,574.00

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	21,082.93	18,636.59	-2,446.34
Cash-Payroll	4,286.59	-2,472.33	-6,758.92
Cash Operating 2B	95,090.26	458,884.81	363,794.55
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	56,483.04	64,669.36	8,186.32
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	176,942.82	539,718.43	362,775.61

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	25,916	26,848	(932)	-3.47%	1	199,747	214,785	(15,038)	-7.00%	322,178
Other Tenant Income	460	1,260	(800)	-63.49%	2	15,683	10,079	5,605	55.61%	15,118
Government Subsidy Income	117,410	65,789	51,621	78.46%	3	529,084	526,312	2,772	0.53%	789,468
Interest Income Restricted	9,130	9,298	(169)	-1.81%		73,109	73,038	71	0.10%	109,557
Other Income	-	32	(32)	-100.00%		224	256	(32)	-12.35%	384
Total Revenue	152,915	103,227	49,688	48.13%		817,847	824,469	(6,622)	-0.80%	1,236,704
Administrative Expenses	47,502	48,220	(718)	-1.49%		438,558	385,764	52,794	13.69%	578,646
Tenant Services Expenses	198	869	(671)	-77.26%	4	3,186	6,950	(3,764)	-54.15%	10,425
Utility Expense	10,319	9,918	401	4.05%	5	90,357	79,341	11,016	13.88%	119,011
Maintenance and Development Expense	24,973	28,160	(3,188)	-11.32%		225,946	225,284	662	0.29%	337,926
General Expenses	10,314	6,859	3,454	50.35%	4	51,377	54,876	(3,499)	-6.38%	82,314
Housing Assistance Payments	3,791	2,813	978	34.76%	6	33,342	22,506	10,836	48.15%	33,759
Transfer Out	(5,683)	-	(5,683)			(45,467)	-	(45,467)		-
Operating expense before Depreciation	91,413	96,840	(5,427)	-5.60%		797,300	774,720	22,580	2.91%	1,162,080
Net Operating Income (Loss)	61,503	6,387	55,115	862.89%		20,547	49,749	(29,202)	-58.71%	74,624
Depreciation	34,420	13,310	21,110	158.61%		272,469	106,477	165,992	155.89%	159,716
Capital Replacement Items	-	-	-			5,586	-	5,586		-
Transfer IN	-	-	-			188	188			-
Intrafund Transfer	70	-	70			70	-	70		-
Total Expenses	125,903	110,150	15,753	#DIV/0!		1,075,613	881,385	239,882	#DIV/0!	1,321,796
Net Income (Loss)	27,013	(6,922)	33,935	#DIV/0!		(257,766)	(56,916)	(246,505)	#DIV/0!	(85,092)

Comments

- 1 Property consists of 177 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income is less than budgeted due to the removal of 22 units as part of construction activities associated with Twin Lakes Estates-Phase I.
- 2 Variance for the year reflects management enforcing the lease agreement by charging residents for damages to their units and late payment of rent.
- 3 Variance this month is due to receipt of subsidy for August and September during the same month. Variance for the year is due to a reduction in subsidy received from HUD.
- 4 Variance is a result of expenses being less than the budget.
- 5 Expenses associated with water, garbage, and electricity have been higher than budgeted.
- 6 Variance is a result of increased FSS escrow payments and FSS adjustments

Lakeland Housing Authority
Public Housing (AMP 1)
Balance Sheet
as of August 25, 2018

ASSETS

CASH	
Unrestricted Cash	
Cash Operating 1	1,787,650.39
Cash-Payroll	5,129.00
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	1,793,579.39
Restricted Cash	
Cash Restricted-Security Deposits	50,113.00
Cash Restricted - FSS Escrow	42,135.40
Total Restricted Cash	92,248.40
Claim on Cash	293,253.20
TOTAL CASH	2,179,080.99
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	35,106.92
Allowance for Doubtful Accounts-Tenants/Vendors	-21,950.06
AR-TPA/Fraud Recovery	10,156.00
TOTAL: AR	23,312.86
A/R - ROSS/HUD	28,468.81
Due from Polk County Housing	2,760.00
A/R - Youthbuild DOL	5,576.21
A/R - Capital Fund Grants/HUD	-74,685.27
Due from Replacement Housing Factor	600,004.00
Due from HOPE VI	0.13
Due From Public Housing Reserve	-140,480.19
Due From FSS	-12,793.21
Due from Central Office Cost Center	58,516.84
TOTAL DUE FROM	467,367.32
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	429,763.60
TOTAL ACCOUNTS AND NOTES RECEIVABLE	2,684,165.78
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	1,000.00
Prepaid Insurance	22,338.52
Prepaid Software Licenses	28,924.00
Insurance Deposit	37,400.00
Utility Deposit - Electric	2,600.00
TOTAL OTHER CURRENT ASSETS	92,262.52
TOTAL CURRENT ASSETS	4,955,509.29
NONCURRENT ASSETS	
FIXED ASSETS	
Land	1,466,869.23
Buildings	388,223.77
Machinery & Equipment	6,687.73
Automobiles	229,168.20
Site Improvement-Infrastructure	582,079.00
Accum Depreciation-Buildings	-9,981,176.17
Accum Depreciation- Misc FF&E	-506,816.54
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
TOTAL FIXED ASSETS (NET)	-8,397,043.78
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	3,945,759.65
Dwelling Structures	5,154,722.42
Dwelling Equipment	26,717.87
Non-Dwelling Structures	679,307.53
Non-Dwelling Equipment	737,435.65
TOTAL NONCURRENT ASSETS	2,219,155.16
TOTAL ASSETS	7,174,664.45

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	4,520.64
Tenant Security Deposits	48,113.00
Security Deposit Clearing Account	300.00
Security Deposit-Pet	1,800.00
Accrued Audit Fees	19,206.66
Due to Central Office Cost Center	111,391.48
Dakota Park Subsidy Payable	7,997.00
Renaissance Subsidy Payable	27,279.50
Hampton Hills Subsidy Payable	2,073.00
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	8,379.66
Accrued Compensated Absences-Current	4,506.33
TOTAL CURRENT LIABILITIES	235,053.26
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	8,368.90
FSS Due to Tenant Long Term	44,895.40
Notes Payable-LT	303,000.00
TOTAL NONCURRENT LIABILITIES	356,264.30
TOTAL LIABILITIES	591,317.56
EQUITY	
RETAINED EARNINGS	
Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	915,293.89
TOTAL RETAINED EARNINGS:	6,583,346.89
TOTAL EQUITY	6,583,346.89
TOTAL LIABILITIES AND EQUITY	7,174,664.45

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

For the Current and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	1,020,817.99	1,787,650.39	766,832.40
Cash-Payroll	6,958.69	5,129.00	-1,829.69
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	48,613.00	50,113.00	1,500.00
Cash Restricted - FSS Escrow	41,104.40	42,135.40	1,031.00
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	1,117,494.08	1,885,027.79	767,533.71

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	2,254,285.90	1,787,650.39	-466,635.51
Cash-Payroll	-8,669.21	5,129.00	13,798.21
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,313.00	50,113.00	-2,200.00
Cash Restricted - FSS Escrow	35,052.40	42,135.40	7,083.00
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	2,332,982.09	1,885,027.79	-447,954.30

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	11,456	11,084	372	3.36%	1	106,799	88,669	18,129	20.45%	133,004
Other Tenant Income	763	775	(12)	-1.58%	2	3,556	6,200	(2,644)	-42.64%	9,300
Government Subsidy	16,021	7,236	8,785	121.41%	3	72,198	57,887	14,311	24.72%	86,831
Other Income	-	20	(20)	-100.00%		(84)	159	(243)	-152.75%	239
Total Revenue	28,240	19,114	9,125	47.74%		182,469	152,915	29,553	19.33%	229,373
Administrative Expenses	4,583	5,430	(847)	-15.59%	4	39,781	43,440	(3,659)	-8.42%	65,160
Tenant Services Expense	-	42	(42)	-100.00%	4	9	333	(324)	-97.15%	500
Utility Expense	2,014	1,740	274	15.76%	4	14,385	13,922	463	3.33%	20,883
Maintenance Expense	1,229	3,079	(1,850)	-60.08%	5	24,453	24,633	(180)	-0.73%	36,949
General Expenses	3,182	2,631	551	20.96%	5	21,838	21,045	793	3.77%	31,567
Housing Assistance Payments	899	582	317	54.47%	5	4,860	4,656	204	4.38%	6,984
Financing Expenses	4,843	5,589	(746)	-13.35%	5	46,204	44,712	1,492	3.34%	67,068
Operating Expenses before Depreciation	16,751	19,093	(2,342)	-12.26%		151,530	152,741	(1,211)	-0.79%	229,111
Net Operating Income (Loss)	11,489	22	11,467	52558.51%		30,939	175	30,764	17625.90%	262
Depreciation & Amortization	2,341	3,239	(898)	-27.72%		18,728	25,910	(7,182)	-27.72%	38,865
Capital Replacement Items	-	522	(522)	-100.00%		2,783	4,172	(1,390)	-33.30%	6,258
Reimburse Replacement Reserves	-	(522)	522	-100.00%		-	(4,172)	4,172	-100.00%	(6,258)
Total Expense	19,092	22,331	(3,239)	-14.51%		173,041	178,651	(5,610)	-3.14%	267,976
Net Income (Loss)	9,148	(3,217)	12,365	-384.36%		9,428	(25,735)	35,163	-136.63%	(38,603)

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income is higher than the budget.
- 2 Variance reflects timely payment of rents and less damages to the units.
- 3 Variance this month is due to receipt of subsidy from HUD for August and September during the same month. Variance for the year is due to an increase in subsidy from HUD.
- 4 Variance reflects expenses that are less than the budget.
- 5 Variance reflects expenses that are greater than the budget. Utility costs increased due to costs associated with electricity, water, and sewer. General Expenses were higher due to a reduction of rental income. HAP expensed because of FSS escrow payments. Financing Expense increased due to loan servicing fees and interest not being considered within the budget.

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

ASSETS

Unrestricted Cash	
Cash Operating 1	69,568.60
Cash-Payroll	<u>3,292.30</u>
Total Unrestricted Cash	72,860.90
Restricted Cash	
Cash Restricted-Security Deposits	10,298.00
Cash Restricted - FSS Escrow	2,585.00
Cash Restricted-Reserve for Replacement	<u>30,682.91</u>
Total Restricted Cash	43,565.91
TOTAL CASH	<u>116,426.81</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	10,565.94
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-7,481.07</u>
TOTAL: AR	3,084.87
Due from Renaissance FAM Non ACC	<u>579.00</u>
TOTAL: DUE FROM	579.00
Dakota Park-Operating Subsidy Receivable	<u>7,997.00</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	11,660.87
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	957.05
Prepaid Insurance	6,439.51
Utility Deposit	<u>7,060.00</u>
TOTAL OTHER CURRENT ASSETS	14,956.56
TOTAL CURRENT ASSETS	<u>143,044.24</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Building Improvements	5,600.00
Furniture & Fixtures	7,295.00
Accum Depreciation-Buildings	-149,401.16
Accum Depreciation- Misc FF&E	-2,258.10
Intangible Assets	
Loan Costs	28,340.90
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,640.00
AA Monitoring Fees	-33,862.20
AA Loan Costs	<u>-16,766.20</u>
TOTAL FIXED ASSETS (NET)	807,412.24
TOTAL NONCURRENT ASSETS	<u>807,412.24</u>
TOTAL ASSETS	<u>950,456.48</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	411.94
Tenant Security Deposits	10,898.00
Accrued Property Taxes	9,262.10
Accrued Interest - HOPE VI	583,779.50
Accrued - Developer Fee	149,859.50
Accrued Audit Fees	5,666.64
Due to (17) Renaissance Family Non-ACC	36,226.34
Tenant Prepaid Rents	17.65
Contract Retentions	28,006.80
Accrued Compensated Absences-Current	676.08
Note Payable PCHD	<u>331,119.97</u>
TOTAL CURRENT LIABILITIES	1,155,924.52
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,255.57
FSS Due to Tenant Long Term	2,585.00
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - LHA	<u>101,380.00</u>
TOTAL NONCURRENT LIABILITIES	944,765.21
TOTAL LIABILITIES	<u>2,100,689.73</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	-1,219,110.00
Capital - GP2	<u>240,496.13</u>
TOTAL CONTRIBUTED CAPITAL	-978,613.87
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-171,619.38</u>
TOTAL RETAINED EARNINGS:	-171,619.38
TOTAL EQUITY	<u>-1,150,233.25</u>
TOTAL LIABILITIES AND EQUITY	<u>950,456.48</u>

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

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	70,874.42	69,568.60	-1,305.82
Cash-Payroll	2,963.37	3,292.30	328.93
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	10,298.00	10,298.00	0.00
Cash Restricted - FSS Escrow	2,087.00	2,585.00	498.00
Cash Restricted-Reserve for Replacement	30,016.24	30,682.91	666.67
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	116,239.03	116,426.81	187.78

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	12,890.80	69,568.60	56,677.80
Cash-Payroll	-1,669.62	3,292.30	4,961.92
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	11,002.00	10,298.00	-704.00
Cash Restricted - FSS Escrow	1,091.00	2,585.00	1,494.00
Cash Restricted-Reserve for Replacement	25,349.55	30,682.91	5,333.36
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	48,663.73	116,426.81	67,763.08

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	59,230	60,444	(1,214)	-2.01%	1	468,862	483,551	(14,690)	-3.04%	725,327
Other Tenant Income	1,348	1,722	(373)	-21.69%	2	17,748	13,773	3,975	28.86%	20,660
Government Subsidy	54,655	32,033	22,622	70.62%	3	246,295	256,264	(9,970)	-3.89%	384,396
Other Income	110	849	(739)	-87.00%	4	7,321	6,795	526	7.74%	10,192
Total Revenue	115,343	95,048	20,295	21.35%		740,225	760,384	(20,159)	-2.65%	1,140,576
Administrative Expenses	27,280	32,963	(5,683)	-17.24%	5	236,110	263,703	(27,593)	-10.46%	395,555
Tenant Services	390	490	(100)	-20.43%	5	3,479	3,923	(444)	-11.32%	5,884
Utility Expense	14	7,359	(7,344)	-99.80%	5	52,113	58,868	(6,755)	-11.48%	88,302
Maintenance Expense	22,310	27,320	(5,010)	-18.34%	6	269,252	218,556	50,695	23.20%	327,835
General Expenses	5,410	6,845	(1,435)	-20.96%	6	61,600	54,759	6,841	12.49%	82,138
Housing Assistance Payments	1,594	1,754	(160)	-9.12%	5	13,114	14,032	(918)	-6.54%	21,048
Financing Expenses	13,089	12,934	155	1.19%	5	102,463	103,474	(1,011)	-0.98%	155,211
Operating Expense before Depreciation	70,087	89,664	(19,577)	-21.83%		738,130	717,315	20,815	2.90%	1,075,973
Net Operating Income (Loss)	45,256	5,384	39,872	740.63%		2,095	43,068	(40,973)	-95.14%	64,603
Depreciation & Amortization	56,260	64,059	(7,798)	-12.17%		452,840	512,468	(59,628)	-11.64%	768,702
Capital Replacement Items	962	6,854	(5,892)	-85.96%		31,548	54,829	(23,281)	-42.46%	82,244
Reimburse Replacement Reserves	-	(6,854)	6,854	-100.00%		-	(54,829)	54,829	-100.00%	(82,244)
Total Expense	127,310	153,723	(26,413)	-17.18%		1,222,518	1,229,783	(7,265)	-0.59%	1,844,675
Net Income (Loss)	(11,966)	(58,675)	46,709	-79.61%		(482,293)	(469,400)	(12,893)	2.75%	(704,099)

Comments

- 1 Consists of 109 low and moderate income family and senior apartment units and 87 Tax Credit units. Overall rental income is consistent with the budget.
- 2 Variance is the result of management enforcing the lease and charging residents for damages to their units. Specifically, this item reflects insurance proceeds for various fires that occurred at the property.
- 3 Variance this month is due to receipt of August and September subsidy from HUD during the same month. Overall subsidy received from HUD continues to be less than anticipated.
- 4 Variance is a result of funding raising activities in Renaissance.
- 5 Variance reflects expenses that are less than the budget.
- 6 Maintenance expenses increased due to costs associated with pest control, elevator maintenance and alarm. Variance for General Expenses is a result of reduction in rental income.

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP

Balance Sheet
as of August 25, 2018

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		CURRENT LIABILITIES	
Cash Operating 1	316,430.21	A/P Vendors and Contractors	1,825.33
Cash-Payroll	2,807.75	Tenant Security Deposits	48,679.39
Petty Cash	300.00	Security Deposit Clearing Account	-300.00
Total Unrestricted Cash	319,537.96	Security Deposit-Pet	3,900.00
Restricted Cash		Accrued Interest - HOPE VI	772,354.51
Cash Restricted-Security Deposits	52,529.39	Accrued - Developer Fee	1,308,453.00
Cash Restricted - FSS Escrow	1,324.00	Accrued Audit Fees	5,716.64
Cash Restricted-Reserve for Replacement	209,581.03	Due to (16) Dakota Park Non-ACC	579.00
Restricted Cash - Partnership Devmt	1,179.16	Tenant Prepaid Rents	241.19
Restricted Cash - OA Reserve	76,215.57	Contract Retentions	8,163.14
Restricted Cash - AA Reserve	46,966.45	Accrued Compensated Absences-Current	3,570.15
Investment 1	261,455.94	TOTAL CURRENT LIABILITIES	2,153,182.35
Investment 2	258,802.34		
Total Restricted Cash	908,053.88	TOTAL CURRENT LIABILITIES	2,153,182.35
TOTAL CASH	1,227,591.84		
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants/Vendors	14,506.44	NONCURRENT LIABILITIES	
Allowance for Doubtful Accounts-Tenants/Vendors	-12,408.34	Accrued Compensated Absences-LT	6,630.29
TOTAL: AR	2,098.10	FSS Due to Tenant Long Term	1,193.00
Due from Dakota Park Non-ACC	36,226.34	Notes Payable-LT	381,200.32
Due from Central Office Cost Center	65,458.31	Permanent Loan - HOPE VI	2,200,000.00
TOTAL: DUE FROM	101,684.65	Permanent Loan - SunTrust	559,702.50
Renaissance Family-Operating Subsidy Receivable	27,279.50	TOTAL NONCURRENT LIABILITIES	3,148,726.11
TOTAL ACCOUNTS AND NOTES RECEIVABLE	131,062.25		
OTHER CURRENT ASSETS		TOTAL LIABILITIES	5,301,908.46
Eviction Deposit Acct.	1,000.00		
Prepaid Insurance	26,727.48	EQUITY	
Prepaid Software Licenses	10,441.47	CONTRIBUTED CAPITAL	
Utility Deposit - Electric	20,500.00	Capital - LP	6,937,937.41
TOTAL OTHER CURRENT ASSETS	58,668.95	Capital - GP2	7,123,264.00
TOTAL CURRENT ASSETS	1,417,323.04	TOTAL CONTRIBUTED CAPITAL	14,061,201.41
NONCURRENT ASSETS		RETAINED EARNINGS	
FIXED ASSETS		Retained Earnings-Unrestricted Net Assets	-3,684,274.07
Buildings	21,088,272.28	TOTAL RETAINED EARNINGS:	-3,684,274.07
Building Improvements	169,684.96		
Machinery & Equipment	150,483.39	TOTAL EQUITY	10,376,927.34
Furniture & Fixtures	596,259.09		
Site Improvement-Infrastructure	2,382,356.15	TOTAL LIABILITIES AND EQUITY	15,678,835.80
Accum Depreciation-Buildings	-7,608,240.21		
Accum Depreciation- Misc FF&E	-741,982.60		
Accum Depreciation-Infrastructure	-1,776,292.60		
Intangible Assets			
Loan Costs	137,065.70		
Compliance Fees	100.00		
Monitoring Fees	131,658.00		
AA Compliance Fees	-55.60		
AA Monitoring Fees	-131,658.00		
AA Loan Costs	-136,137.80		
TOTAL FIXED ASSETS (NET)	14,261,512.76		
TOTAL NONCURRENT ASSETS	14,261,512.76		
TOTAL ASSETS	15,678,835.80		

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Changes in Cash
For the Current and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	370,476.54	316,430.21	-54,046.33
Cash-Payroll	645.66	2,807.75	2,162.09
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,529.39	52,529.39	0.00
Cash Restricted - FSS Escrow	1,537.00	1,324.00	-213.00
Cash Restricted-Reserve for Replacement	206,354.36	209,581.03	3,226.67
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	76,215.57	76,215.57	0.00
Restricted Cash - AA Reserve	46,966.45	46,966.45	0.00
Investment 1	261,400.44	261,455.94	55.50
Investment 2	258,747.41	258,802.34	54.93
Total Cash	1,276,051.98	1,227,291.84	-48,760.14

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	331,060.84	316,430.21	-14,630.63
Cash-Payroll	5,742.44	2,807.75	-2,934.69
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,828.39	52,529.39	-299.00
Cash Restricted - FSS Escrow	7,470.00	1,324.00	-6,146.00
Cash Restricted-Reserve for Replacement	183,767.67	209,581.03	25,813.36
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	76,215.57	76,215.57	0.00
Restricted Cash - AA Reserve	46,966.45	46,966.45	0.00
Investment 1	259,041.67	261,455.94	2,414.27
Investment 2	258,372.00	258,802.34	430.34
Total Cash	1,222,644.19	1,227,291.84	4,647.65

Lakeland Housing Authority
Colton Meadow, LLLP
Statement of Operations
For the Current and Eight Months Ended August 25, 2018

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	45,446	44,348	1,098	2.48%	1	361,595	354,783	6,812	1.92%	532,175
Other Tenant Income	915	1,074	(159)	-14.80%	2	7,441	8,592	(1,151)	-13.40%	12,888
Other Income	-	123	(123)	-100.00%		168	983	(815)	-82.87%	1,475
Total Revenue	46,361	45,545	816	1.79%		369,204	364,358	4,845	1.33%	546,537
Administrative Expense	13,203	13,845	(642)	-4.64%	3	95,755	110,760	(15,005)	-13.55%	166,140
Tenant Services	-	150	(150)	-100.00%	3	175	1,200	(1,025)	-85.46%	1,800
Utility Expense	13,451	5,740	7,710	134.32%	4	60,347	45,923	14,425	31.41%	68,884
Maintenance Expense	6,673	9,857	(3,184)	-32.30%	4	84,937	78,858	6,078	7.71%	118,287
General Expense	7,518	7,412	106	1.43%	4	60,051	59,299	752	1.27%	88,949
Financing Expense	3,989	4,157	(168)	-4.03%	3	33,251	33,252	(1)	0.00%	49,878
Operating Expense before Depreciation	44,834	41,162	3,672	8.92%		334,516	329,292	5,224	1.59%	493,938
Net Operating Income (Loss)	1,527	4,383	(2,856)	-65.16%		34,687	35,066	(379)	-1.08%	52,599
Depreciation & Amortization Expense	39,095	39,013	82	0.21%		312,759	312,103	656	0.21%	468,154
Capital Replacement Items	1,279	1,655	(376)	-22.71%		8,923	13,237	(4,313)	-32.59%	19,855
Reimburse Replacement Reserves	-	(1,655)	1,655	-100.00%		-	(13,236.66)	13,237	-100.00%	(19,855)
Total Expense	85,207	80,174	5,033	6.28%		656,198	641,395	14,803	2.31%	962,092
Net Operating Income (Loss)	(38,846)	(34,630)	(4,217)	12.18%		(286,994)	(277,036)	(9,958)	3.59%	(415,555)

Comments

- 1** Consists of 72 Tax Credit apartment units. Rent collections are consistent with the budget.
- 2** Variance reflects timely payment of rents and less damage to units.
- 3** Variance reflects expenses that are less than the budget.
- 4** Variance reflects an increase in utility expenses due to water, electricity and garbage.

Lakeland Housing Authority
Colton Meadow, LLLP
Balance Sheet
as of August 25, 2018

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Unrestricted Cash		A/P Vendors and Contractors	23,416.43
Cash Operating 1	91,762.60	Tenant Security Deposits	25,425.00
Cash-Payroll	4,040.73	Security Deposit-Pet	1,300.00
Petty Cash	225.00	Accrued Property Taxes	25,641.30
Total Unrestricted Cash	96,028.33	Accrued Interest Payable	9,802.13
Restricted Cash		Accrued Payroll & Payroll Taxes	-1,933.02
Cash Restricted-Security Deposits	26,325.00	Accrued Audit Fees	5,666.60
Cash Restricted-Operating Reserve	441,225.19	Due to Polk County Developers, Inc.	362,901.17
Cash Restricted-Reserve for Replacement	134,303.71	Tenant Prepaid Rents	255.87
Cash-Tax & Insurance Escrow	40,903.74	Accrued Compensated Absences-Current	2,006.37
Total Restricted Cash	642,757.64	First Mortgage - TCAP	1,231,424.00
		Tax Credit Exchange Program (TCEP)	5,714,356.40
		HOME Funds	115,899.60
		Mortgage Note Payable	450,845.00
TOTAL CASH	738,785.97	TOTAL CURRENT LIABILITIES	7,967,006.85
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants/Vendors	23,197.46		
Allowance for Doubtful Accounts-Tenants/Vendors	-15,135.05		
Due from Colton Meadow GP, Inc.	101,151.61		
TOTAL DUE FROM	101,151.61		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	109,214.02		
OTHER CURRENT ASSETS		NONCURRENT LIABILITIES	
Eviction Deposit Acct.	1,000.00	Accrued Compensated Absences-LT	3,726.12
Prepaid Expenses and Other Assets	4,800.89	Developer Fee Payable - PCHD	92,184.00
Prepaid Insurance	24,950.92		
Prepaid Software Licenses	1,421.16	TOTAL NONCURRENT LIABILITIES	95,910.12
Utility Deposit	5,000.00		
TOTAL OTHER CURRENT ASSETS	37,172.97	TOTAL LIABILITIES	8,062,916.97
TOTAL CURRENT ASSETS	885,172.96		
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		CONTRIBUTED CAPITAL	
Land	300,000.00	Capital - LP	1,205,286.00
Buildings	856,353.89	GP Equity	46.12
Building Acquisition	2,010,000.00	TOTAL CONTRIBUTED CAPITAL	1,205,332.12
Building Improvements	5,815,518.85		
Machinery & Equipment	67,970.48	RETAINED EARNINGS	
Automobiles	15,484.50	Retained Earnings-Unrestricted Net Assets	407,958.05
Furniture & Fixtures	1,503,657.00	TOTAL RETAINED EARNINGS:	407,958.05
Site Improvement-Infrastructure	1,496,187.97		
Accum Depreciation-Buildings	-3,481,986.92	TOTAL EQUITY	1,613,290.17
Intangible Assets			
Amortization Tax Credit Fees	-105,492.36	TOTAL LIABILITIES AND EQUITY	9,676,207.14
Monitoring Fees	208,695.00		
TOTAL FIXED ASSETS (NET)	8,686,388.41		
Site Improvement	16,364.00		
Non-Dwelling Structures	28,019.32		
Non-Dwelling Equipment	60,262.45		
TOTAL NONCURRENT ASSETS	8,791,034.18		
TOTAL ASSETS	9,676,207.14		

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

For the Current and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	85,971.82	91,762.60	5,790.78
Cash-Payroll	2,625.02	4,040.73	1,415.71
Cash Restricted-Security Deposits	26,325.00	26,325.00	0.00
Cash Restricted-Operating Reserve	441,225.19	441,225.19	0.00
Cash Restricted-Reserve for Replacement	132,438.33	134,303.71	1,865.38
Cash-Tax & Insurance Escrow	35,740.09	40,903.74	5,163.65
Total Cash	724,325.45	738,560.97	14,235.52
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	60,072.54	91,762.60	31,690.06
Cash-Payroll	1,653.65	4,040.73	2,387.08
Cash Restricted-Security Deposits	26,575.00	26,325.00	-250.00
Cash Restricted-Operating Reserve	441,173.47	441,225.19	51.72
Cash Restricted-Reserve for Replacement	122,703.60	134,303.71	11,600.11
Cash-Tax & Insurance Escrow	49,193.08	40,903.74	-8,289.34
Total Cash	701,371.34	738,560.97	37,189.63

Lakeland Housing Authority
Bonnet Shores, LLLP
Statement of Operations
For the Current and Eight Months Ended August 25, 2018

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	49,862	47,982	1,880	3.92%	1	394,529	383,858	10,671	2.78%	575,787
Other Tenant Income	300	1,207	(907)	-75.14%	2	4,635	9,653	(5,018)	-51.99%	14,479
Other Income	-	59	(59)	-100.00%		119	471	(353)	-74.84%	707
Total Revenue	50,162	49,248	914	1.86%		399,282	393,982	5,300	1.35%	590,974
Administrative Expense	17,136	14,560	2,576	17.69%	4	120,959	116,481	4,479	3.84%	174,721
Tenant Services	-	100	(100)	-100.00%	3	429	800	(371)	-46.37%	1,200
Utility Expense	6,776	5,431	1,345	24.77%	4	49,556	43,448	6,109	14.06%	65,171
Maintenance Expense	9,355	9,693	(338)	-3.49%	4	100,007	77,546	22,461	28.96%	116,319
General Expense	8,426	8,692	(266)	-3.06%	3	61,121	69,534	(8,414)	-12.10%	104,301
Financing Expense	9,658	10,304	(646)	-6.27%	3	81,141	82,434	(1,293)	-1.57%	123,651
Operating Expense before Depreciation	51,352	48,780	2,571	5.27%		413,213	390,243	22,970	5.89%	585,364
Net Operating Income (Loss)	(1,190)	467	(1,657)	-354.53%		(13,931)	3,740	(17,670)	-472.51%	5,610
Depreciation & Amortization Expense	40,004	40,004	-	0.00%		320,035	320,035	-	0.00%	480,052
	-	-	-			-	-	-		-
Capital Replacement Items	3,841	2,634	1,207.42	45.84%		18,666	21,070	(2,403.93)	-11.41%	31,605
Reimburse Replacement Reserve	-	(2,634)	2,633.72	-100.00%		-	(21,070)	21,069.76	-100.00%	(31,605)
Total Expense	95,197	88,785	6,413	7.22%		751,914	710,278	41,636	5.86%	1,065,417
Net Income (Loss)	(45,035)	(39,537)	(5,498)	13.91%		(352,632)	(316,295)	(36,336)	11.49%	(474,443)

Comments

- 1 75 apartment units, Tax Credit and Section 8 Vouchers. Tenant rental income is consistent with the budget.
- 2 Variance is due to residents timely payment of rents as well as causing less damage to the units.
- 3 Variance reflects expenses being less than the budget.
- 4 Administrative expense exceeded the budget due to DMS invoice for telephone service for CY 2015 -2018. Utility Expenses were higher than budgeted due to ongoing costs associated with electricity and water/sewer. Maintenance expense increased because of preparation associated with the annual audit.

Lakeland Housing Authority
Bonnet Shores, LLLP
Balance Sheet
as of August 25, 2018

ASSETS

Unrestricted Cash	
Cash Operating 1	116,940.48
Cash-Payroll	205.05
Petty Cash	<u>300.00</u>
Total Unrestricted Cash	117,445.53
Restricted Cash	
Cash Restricted-Security Deposits	29,225.00
Cash Restricted-Operating Reserve	460,608.89
Cash Restricted-Reserve for Replacement	129,677.94
Cash-Tax & Insurance Escrow	<u>52,361.80</u>
Total Restricted Cash	671,873.63
TOTAL CASH	<u>789,319.16</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	8,071.71
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-6,303.98</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	1,767.73
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	2,807.56
Prepaid Insurance	27,406.92
Prepaid Software Licenses	2,354.27
Utility Deposit	<u>5,000.00</u>
TOTAL OTHER CURRENT ASSETS	<u>38,068.75</u>
TOTAL CURRENT ASSETS	<u>829,155.64</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	11,447,110.83
Automobiles	24,477.33
Furniture & Fixtures	423,152.78
Site Improvement-Infrastructure	679,255.00
Accum Depreciation-Buildings	-3,191,307.70
Accum Depreciation- Misc FF&E	-447,630.44
Accum Depreciation-Infrastructure	-347,188.80
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	-15,897.60
Compliance Fees	246,589.00
Amortization Tax Credit Fees	<u>-126,036.84</u>
TOTAL FIXED ASSETS (NET)	<u>9,033,942.56</u>
TOTAL NONCURRENT ASSETS	9,033,942.56
TOTAL ASSETS	<u>9,863,098.20</u>

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	9,502.12
Tenant Security Deposits	27,325.00
Security Deposit Clearing Account	300.00
Security Deposit-Pet	1,900.00
Accrued Property Taxes	33,645.50
Accrued Interest Payable	27,262.07
Accrued Interest - 2nd Mortgage	429,763.60
Accrued Audit Fees	5,666.60
Tenant Prepaid Rents	957.69
Accrued Compensated Absences-Current	2,187.49
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	<u>1,009,877.00</u>
TOTAL CURRENT LIABILITIES	<u>5,498,670.07</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	<u>4,062.48</u>
TOTAL NONCURRENT LIABILITIES	<u>4,062.48</u>
TOTAL LIABILITIES	<u>5,502,732.55</u>
EQUITY	
CONTRIBUTED CAPITAL	
Contributed Capital	-57,442.26
Capital - LP	6,807,962.00
GP Equity	-162.00
Syndication Costs	<u>-40,000.00</u>
TOTAL CONTRIBUTED CAPITAL	6,710,357.74
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-2,349,992.09</u>
TOTAL RETAINED EARNINGS:	<u>-2,349,992.09</u>
TOTAL EQUITY	<u>4,360,365.65</u>
TOTAL LIABILITIES AND EQUITY	<u>9,863,098.20</u>

Lakeland Housing Authority
Bonnet Shores, LLLP
Changes in Cash
For the Current and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	119,359.52	116,940.48	-2,419.04
Cash-Payroll	141.47	205.05	63.58
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,025.00	29,225.00	1,200.00
Cash Restricted-Operating Reserve	460,608.89	460,608.89	0.00
Cash Restricted-Reserve for Replacement	127,734.84	129,677.94	1,943.10
Cash-Tax & Insurance Escrow	47,438.26	52,361.80	4,923.54
Total Cash	783,307.98	789,019.16	5,711.18
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	85,363.49	116,940.48	31,576.99
Cash-Payroll	2,074.33	205.05	-1,869.28
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,875.00	29,225.00	1,350.00
Cash Restricted-Operating Reserve	460,554.89	460,608.89	54.00
Cash Restricted-Reserve for Replacement	130,357.96	129,677.94	-680.02
Cash-Tax & Insurance Escrow	58,987.53	52,361.80	-6,625.73
Total Cash	765,213.20	789,019.16	23,805.96

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	71,071	71,511.59	(441)	-0.62%	1	574,450	572,092.75	2,358	0.41%	858,139
Other Tenant Income	(522)	(402.62)	(120)	29.74%		(4,829)	(3,220.97)	(1,608)	49.92%	(4,831)
Other Income	432	176.88	255	144.37%		1,851	1,415.01	436	30.79%	2,123
Total Revenue	70,981	71,286	(305)	-0.43%		571,472	570,287	1,185	0.21%	855,430
Administrative Expenses	19,870	17,175.16	2,695	15.69%	2	138,067	137,401.30	666	0.48%	206,102
Tenants Service Expenses	13	169.01	(156)	-92.02%	3	1,256	1,352.08	(96)	-7.11%	2,028
Utility Expense	8,884	9,027.55	(143)	-1.59%	2	75,564	72,220.43	3,344	4.63%	108,331
Maintenance Expense	10,497	10,735.93	(239)	-2.22%	2	97,977	85,887.41	12,089	14.08%	128,831
General Expenses	3,948	3,854.49	93	2.42%	2	35,989	30,835.95	5,153	16.71%	46,254
Financing Expenses	5,332	25,317.18	(19,985)	-78.94%	3	162,916	202,537.46	(39,622)	-19.56%	303,806
Operating expense before depreciation	48,545	66,279	(17,734)	-26.76%		511,769	530,235	(18,465)	-3.48%	795,352
Net Operating Income (Loss)	22,436	5,007	17,429	348.13%		59,703	40,052	19,651	49.06%	60,078
Depreciation & Amortization	42,139	42,139	0	0.00%		337,113	337,111	2	0.00%	505,666
Capital Replacement Items	5,957	2,102	3,854	183.34%		35,946	16,819	19,127	113.72%	25,228
Reimburse Replacement Reserve	-	(2,102)	2,102	-100.00%		-	(16,819)	16,819	-100.00%	(25,228)
Transfer In	-	-	-			-	-	-		-
Total Expense	96,641	42,139	5,957	14.14%		884,828	867,345	17,482	2.02%	1,301,018
Net Operating Income (Loss)	(25,660)	29,147	(6,262)	-21.48%		(313,355)	(297,059)	(16,297)	5.49%	(445,588)

- Comments
- 1 Consists of 100 Tax Credit and Project-Based Section 8 Voucher units. Tenant collection is consistent with the budget.
 - 2 Administrative expenses increased because of computer purchases and DMS telephone invoices. Higher utility expenses were the result of increased costs associated with water, gas and sewer. Increase in general expense was due to a reduction in rental income and real estate taxes.
 - 3 Variance is due to expenses being less than budgeted.

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Balance Sheet
as of August 25, 2018

ASSETS

Unrestricted Cash	
Cash Operating 1	43,270.01
Cash-Payroll	-1,173.31
Petty Cash	300.00
Total Unrestricted Cash	<u>42,396.70</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,260.00
Cash Restricted-Operating Reserve	25,119.58
Cash Restricted-Reserve for Replacement	223,289.83
Cash-Tax & Insurance Escrow	26,870.54
Investment 1	232,124.53
Total Restricted Cash	<u>517,664.48</u>
TOTAL CASH	<u>560,061.18</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	5,659.25
Allowance for Doubtful Accounts-Tenants/Vendors	-1,532.99
Due from Polk County Housing Developers, Inc	22,324.00
TOTAL DUE FROM	<u>22,324.00</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	26,450.26
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	32,549.64
Prepaid Software Licenses	3,525.04
TOTAL OTHER CURRENT ASSETS	<u>36,574.68</u>
TOTAL CURRENT ASSETS	<u>623,086.12</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Building Improvements	35,770.50
Furn, Fixt, & Equip	1,157,974.64
Accum Depreciation-Buildings	-2,937,758.55
Accum Depreciation- Misc FF&E	-1,059,176.80
Accum Depreciation-Infrastructure	-326,148.80
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	-170,647.80
Compliance Fees	200,558.00
Amortization Tax Credit Fees	-122,556.20
TOTAL FIXED ASSETS (NET)	<u>10,342,596.41</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>11,054,193.41</u>
TOTAL ASSETS	<u>11,677,279.53</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	14,013.30
Tenant Security Deposits	9,300.00
Security Deposit Clearing Account	100.00
Security Deposit-Pet	1,050.00
Accrued Property Taxes	4,346.31
Accrued Interest NLP Loan	1,663.52
Accrued Audit Fees	5,666.60
Tenant Prepaid Rents	1,732.76
Accrued Compensated Absences-Current	249.59
Mortgage Note Payable	3,001,180.01
Second Mortgage Payable	850,000.00
Third Mortgage Payable	336,888.67
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	1,369,814.76
TOTAL CURRENT LIABILITIES	<u>6,560,626.52</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	463.51
TOTAL NONCURRENT LIABILITIES	<u>463.51</u>
TOTAL LIABILITIES	<u>6,561,090.03</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	6,985,758.71
GP Equity	-13.00
Special LP Equity	159,413.00
Syndication Costs	-30,000.00
TOTAL CONTRIBUTED CAPITAL	<u>7,115,158.71</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-1,998,969.21
TOTAL RETAINED EARNINGS:	<u>-1,998,969.21</u>
TOTAL EQUITY	<u>5,116,189.50</u>
TOTAL LIABILITIES AND EQUITY	<u>11,677,279.53</u>

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

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	54,046.57	43,270.01	-10,776.56
Cash-Payroll	-932.88	-1,173.31	-240.43
Cash Restricted-Security Deposits	10,000.00	10,260.00	260.00
Cash Restricted-Operating Reserve	25,119.58	25,119.58	0.00
Cash Restricted-Reserve for Replacement	223,253.19	223,289.83	36.64
Cash-Tax & Insurance Escrow	26,870.54	26,870.54	0.00
Investment 1	231,728.94	232,124.53	395.59
Total Cash	570,085.94	559,761.18	-10,324.76

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	53,629.27	43,270.01	-10,359.26
Cash-Payroll	-1,124.09	-1,173.31	-49.22
Cash Restricted-Security Deposits	10,253.00	10,260.00	7.00
Cash Restricted-Operating Reserve	25,119.58	25,119.58	0.00
Cash Restricted-Reserve for Replacement	231,200.97	223,289.83	-7,911.14
Cash-Tax & Insurance Escrow	41,667.52	26,870.54	-14,796.98
Investment 1	230,618.53	232,124.53	1,506.00
Total Cash	591,364.78	559,761.18	-31,603.60

Lakeland Housing Authority

Hampton Hills (AMP 4)

Statement of Operations

For the Current and Eight Months Ended August 25, 2018

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	3,588	1,987	1,601	80.57%	1	16,465	15,896	569	3.58%	23,844
Other Tenant Income	50	22	28	130.77%	2	325	173	152	87.50%	260
Grant Income	4,152	1,607	2,545	158.30%	3	18,712	12,859	5,853	45.51%	19,289
Other Income	-	8,333	(8,333)			(51,201)	66,667	(117,868)		100,000
Total Revenue	7,790	11,949	(4,159)	-34.81%		(15,699)	95,595	(111,295)	-116.42%	143,393
Administrative Expenses	4,716	5,114	(398)	-7.79%	4	48,073	40,915	7,158	17.49%	61,373
Tenant Services Expenses	-	-	-			250	-	250		-
Utility Expense	-	-	-			1,412	-	1,412		-
Maintenance and Development Expense	1,054	2,464	(1,410)	-57.24%	5	13,884	19,715	(5,830)	-29.57%	29,572
General Expenses	669	274	395	144.01%	5	1,778	2,194	(416)	-18.95%	3,291
Housing Assistance Payments	-	63	(63)	-100.00%	6	923	504	419	83.13%	756
Transfer In	-	-	-			-	-	-		-
Operating expense before Depreciation	6,439	7,916	(1,477)	-18.66%		66,321	63,328	2,993	4.73%	94,992
Net Operating Income (Loss)	1,351	4,033	(2,682)			-	32,267	(114,287)		48,401
Depreciation	27	-	27			214	-	214		324
Total Expenses	6,466	7,916	(1,450)	-18.32%		66,535	63,328	3,207	5.06%	95,316
Net Income (Loss)	1,324	4,033	(2,709)			(82,234)	32,267	(114,501)		48,077

Comments

- Property is comprised of 5, Section 32 Public Housing lease-to-purchase units. Rental income was higher than budgeted for the period but is now consistent with the annual budget due to damages that had to be repaired prior to reoccupying the homes.
- Variance is due to LHA enforcing the lease to purchase agreement. Non-compliant homebuyers paid for damages caused to their homes prior to moving out.
- Variance this month is a result of subsidy for August and September being funded during the same .
- Variance is the result of legal costs associated with sale of two (2) homes and eviction of non-compliant homebuyers.
- Variance for the year reflects expenses that are less than the budget.
- Variance is a result of an increase in FSS escrow payments

Lakeland Housing Authority

Hampton Hills (AMP 4)

Balance Sheet

as of August 25, 2018

ASSETS

CASH	
Unrestricted Cash	
Cash Operating 1	6,169.17
Cash-Payroll	444.57
Cash Operating 3	291,761.27
Total Unrestricted Cash	<u>298,375.01</u>
Restricted Cash	
Cash Restricted-Security Deposits	2,700.00
Cash Restricted - FSS Escrow	2,929.00
Total Restricted Cash	<u>5,629.00</u>
 TOTAL CASH	 <u>304,004.01</u>
 ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	2,965.36
Allowance for Doubtful Accounts-Tenants/Vendors	-1,278.52
AR-TPA/Fraud Recovery	1,035.64
Cleared Interfund Account	-2,200.20
Lakeridge Homes 2nd Mortgage	340,900.00
Hampton Hills Operating Subsidy Receivable	2,073.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>343,495.28</u>
 OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	1,934.82
TOTAL OTHER CURRENT ASSETS	<u>2,434.82</u>
TOTAL CURRENT ASSETS	649,934.11
 NONCURRENT ASSETS	
FIXED ASSETS	
Buildings	641,624.51
Furniture & Fixtures	2,248.94
Accum Depreciation- Misc FF&E	-1,822.73
Intangible Assets	
TOTAL FIXED ASSETS (NET)	<u>642,050.72</u>
TOTAL NONCURRENT ASSETS	<u>642,050.72</u>
 TOTAL ASSETS	 <u>1,291,984.83</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	19.12
Tenant Security Deposits	2,700.00
Security Deposit Clearing Account	300.00
Lease Purchase Escrow	169.00
Due to Federal Master	2,760.00
Tenant Prepaid Rents	4.26
Accrued Compensated Absences-Current	32.31
TOTAL CURRENT LIABILITIES	<u>5,984.69</u>
 NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	60.00
TOTAL NONCURRENT LIABILITIES	<u>60.00</u>
 TOTAL LIABILITIES	 <u>6,044.69</u>
 EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	1,285,940.14
TOTAL RETAINED EARNINGS:	<u>1,285,940.14</u>
TOTAL EQUITY	<u>1,285,940.14</u>
 TOTAL LIABILITIES AND EQUITY	 <u>1,291,984.83</u>

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

For the Current and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	9,961.05	6,169.17	-3,791.88
Cash-Payroll	-62.63	444.57	507.20
Cash Operating 3	291,761.27	291,761.27	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	2,100.00	2,700.00	600.00
Cash Restricted - FSS Escrow	2,844.00	2,929.00	85.00
Cash Restricted - Escrow	0.00	0.00	0.00
Total Cash	306,603.69	304,004.01	-2,599.68

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	39,336.12	6,169.17	-33,166.95
Cash-Payroll	-797.26	444.57	1,241.83
Cash Operating 3	185,892.33	291,761.27	105,868.94
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	2,700.00	2,700.00	0.00
Cash Restricted - FSS Escrow	1,932.00	2,929.00	997.00
Cash Restricted - Escrow	0.00	0.00	0.00
Total Cash	229,063.19	304,004.01	74,940.82

Lakeland Housing Authority

YouthBuild-DOL 2016 (49)

Statement of Operations

For the Current and Eight Months Ended August 25, 2018

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	35,315	36,045	(730)	-2.03%	1	255,744	288,358	(32,614)	-11.31%	432,537
Other Income	300	-	300			300	-	300		-
Total Revenue	35,615	36,045	(430)	-1.19%		256,044	288,358	(32,314)	-11.21%	432,537
Administrative Expenses	28,269	25,439	2,830	11.12%	2	229,725	203,515	26,210	12.88%	305,273
Tenant Services Expenses	11,538	10,126	1,412	13.94%	3	62,041	81,009	(18,969)	-23.42%	121,514
Utility Expense	-	-	-			-	-	-		-
Maintenance and Development Expense	140	88	52	58.82%	4	2,024	707	1,317	186.40%	1,060
General Expenses	278	391	(113)	-29.00%	3	2,250	3,127	(877)	-28.03%	4,690
Operating expense before Depreciation	40,225	36,045	4,181	11.60%		296,040	288,358	7,682	2.66%	432,537
Transfer Out	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Net Operating Income (Loss)	(4,611)	(0)	(4,611)			(39,996)	(0)	(39,996)		-
Depreciation	-	-	-			-	-	-		-
Total Expenses	40,225	36,045	4,181	11.60%		296,040	288,358	7,682	2.66%	432,537
Net Income (Loss)	(4,611)	-	(4,611)			(39,996)	-	(39,996)		-

Comments

- 1 Variance is due to timing of receipt of subsidy from DOL.
- 2 Administrative expenses were higher than budgeted due to costs associated with the DMS telephone invoices from 2015-2018.
- 3 Variance is due to expenses being less than budgeted.
- 4 Variance for the year is due to costs associated with migration to Office 365.

Lakeland Housing Authority

YouthBuild-DOL 2016 (49)

Balance Sheet

as of August 25, 2018

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Cash Operating 1	6,232.13	A/P Vendors and Contractors	4,364.64
Cash-Payroll	-13,670.96	Due to Federal Master	5,576.21
Petty Cash	1,720.45	Due to West Lake Mgmt.	4,769.41
Cash in PH Master Account	76,756.98	Due to Central Office Cost Center	9,295.54
Total Unrestricted Cash	<u>71,038.60</u>	Accrued Compensated Absences-Current	<u>3,094.24</u>
Claim on Cash	<u>-70,585.26</u>	TOTAL CURRENT LIABILITIES	<u>27,100.04</u>
TOTAL CASH	453.34	NONCURRENT LIABILITIES	
OTHER CURRENT ASSETS		Accrued Compensated Absences-LT	
Prepaid Insurance	<u>1,824.33</u>	TOTAL NONCURRENT LIABILITIES	<u>5,746.44</u>
TOTAL OTHER CURRENT ASSETS	<u>1,824.33</u>	TOTAL LIABILITIES	
TOTAL CURRENT ASSETS	<u>2,277.67</u>	<u>32,846.48</u>	
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Automobiles	21,299.00	Retained Earnings-Unrestricted Net Assets	-43,840.81
Accum Depreciation- Misc FF&E	-21,299.00	Retained Earnings - Restricted Net Assets	<u>13,272.00</u>
	<u>0.00</u>	TOTAL RETAINED EARNINGS:	<u>-30,568.81</u>
TOTAL FIXED ASSETS (NET)	<u>0.00</u>	TOTAL EQUITY	<u>-30,568.81</u>
TOTAL NONCURRENT ASSETS	0.00	TOTAL LIABILITIES AND EQUITY	
TOTAL ASSETS	<u>2,277.67</u>	<u>2,277.67</u>	

**Lakeland Housing Authority
YouthBuild-DOL 2016 (49)
Changes in Cash**

For the Current and Eight Months Ended August 25, 2018

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	11,605.18	6,232.13	-5,373.05
Cash-Payroll	-17,034.49	-13,670.96	3,363.53
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-5,429.31	-7,438.83	-2,009.52
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	10,678.07	6,232.13	-4,445.94
Cash-Payroll	-14,315.35	-13,670.96	644.39
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-3,637.28	-7,438.83	-3,801.55

LAKELAND HOUSING AUTHORITY
Grant Report
Updated as of September 12, 2018

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
Capital Fund Program	(HUD)								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	251,538.00	251,538.00	0.00
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	341,004.00	341,004.00	0.00
CFP - 2015		04-13-15	04-12-17	04-12-19	345,575.00	311,017.50	313,186.94	305,349.31	40,225.69
CFP - 2016		04-13-16	04-12-18	04-12-20	358,393.00	322,553.70	336,513.32	231,939.01	126,453.99
CFP - 2017		08-16-17	08-15-19	08-15-21	608,069.00	547,262.10	0.00	0.00	608,069.00
CFP - 2018		05-29-18	05-28-20	05-28-22	924,096.00	831,686.40	0.00	0.00	924,096.00
				CFP Subtotal:	3,719,069.00	3,347,162.10	2,132,636.26	2,020,224.32	1,698,844.68
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	66,245.63	119,464.37
RHF - 2015		04-13-15	10-29-18	04-12-19	187,612.00	168,850.80	187,612.00	0.00	187,612.00
RHF - 2016		04-13-16	10-29-18	04-12-20	193,574.00	174,216.60	193,574.00	0.00	193,574.00
				RHF Subtotal:	2,162,608.00	1,946,347.20	2,162,608.00	1,661,957.63	500,650.37
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 Subtotal:	250,000.00	225,000.00	250,000.00	250,000.00	0.00
Resident Opportunities and Self Sufficiency	(HUD)								
ROSS-Family Self Sufficiency 2017		1/1/2018	12/31/2018		110,072.00	99,064.80	39,950.97	39,950.97	70,121.03
ROSS - Service Coordinator 2016		02-01-17	01-31-20		219,185.00	197,266.50	88,668.48	88,668.48	130,516.52
				ROSS Subtotal:	329,257.00	296,331.30	128,619.45	128,619.45	200,637.55
YouthBuild 2016 Grant (new)	(DOL)	10-17-16	02-16-20		990,024.00	891,021.60	600,987.62	600,987.62	389,036.38
				YouthBuild Subtotal:	990,024.00	891,021.60	600,987.62	600,987.62	389,036.38

September 2018 Board Report



Program Manager's Report

During the month of August 2018, the Program Manager:

- August 1st - Visited YouthBuild-Tampa of the Tampa Housing Authority. John Arroyo, Program Director, provided us with a tour of their facility and suggested that we visit THA's newest development, The Encore, in downtown Tampa
- August 7th - Attended FAHRO 'S Annual Convention and Trade Show in Orlando. The Lakeland Housing Authority was named the 2018 Housing Authority of the Year for the State of Florida and our YouthBuild-Lakeland Program received two awards.
- August 16th - Attended the annual Careersource-POLK "Best Place to Work" Breakfast Meeting.
- August 28th - Attended the Twin Lakes Phase 1 Construction Site Meeting on August 28, 2018.
- Along with the YouthBuild-Lakeland (YBL) Construction Training Supervisor, made regular visits to the Williamstown and Twin Lakes projects for status checks and updates.
- Met with Tony Allen Food Bank Manager and Ruthell Jenkins of Youth 2 Seniors Inc. to discuss plans of establishing a food pantry for our YouthBuild-Lakeland participants and needy residents in the community.
- Received a Letter of Commitment from the Lakeland Chamber of Commerce for 2018 Department of Labor YBL grant application. The letter was the first that YouthBuild-Lakeland has ever received from the Chamber.

YouthBuild-Lakeland visits The Encore in Downtown Tampa



YouthBuild-Lakeland visits The Encore in Downtown Tampa (continued)



Academics

Cycle 16 continues to move ahead at a rapid pace, and the achievements are moving at the same pace. Three YBL participants have earned their GED so far, and two more are poised to earn their diploma in the next week. Students working in the Penn Foster high school module also continue to make strides toward their diplomas. These students have surpassed the half way point. Students are also receiving instruction in budgeting and writing.

Recruitment

Recruiting is on-going for Cycle 17. Applications continue to be submitted via the web, and in-person at the YouthBuild-Lakeland Center. Active recruiting by staff and participants has been key to the program's success in previous years, and it will be the key to the future of YouthBuild-Lakeland. As of August 31st there are 18 candidates for Cycle 17.

Career Development and Placement

During the month of August, Cycle 16 YBL participants continued to have their minds challenged and skills enhanced to prepare them for entry level, gainful employment during **'OPERATION**

EMPOWERMENT: 'Transform Your Thinking to Transform Your Life' classroom sessions and workshops.

The participants of Cycle 16 continued enhancing their career development in daily classroom sessions facilitated by the Career Development Coordinator which addressed soft skills that employers expect employees to know. The topics addressed included: (1) Employees Who Need a Babysitter (2) Work-Related Facts (3) You Will Not Always be Treated Fairly (4) Essential Workplace Traits and Skills (5) Work-Related Competencies and (6) Managing/Controlling Your Emotions in the Workplace. Strong emphasis was placed on the importance of good attendance, punctuality, dependability, respect, proper dress, maturity, a positive attitude, anger management, and getting along with others.

On August 31st, Sharon Lewis-Mathis, EO Diversity Representative with Polk County Board of County Commissioners and several students of the Polk County Fire Rescue Proactive Diversity Recruitment and Training Program (PDRTP) (James Loydd, Malik Brown, Christian Nazarro) rendered a presentation. The PDRTP is designed as a tool to increase diversity within Polk County's fire rescue workforce. It offers a career opportunity that challenges its participants both physically and intellectually. Trainees are paid an hourly stipend of \$10.35 per hour and provided books, uniforms and shoes at no cost. Tuition is also paid by the program. The Career Development Coordinator continued to assist graduates of YBL Cycles 13, 14 and 15 as needed in their individual pursuits for post-secondary education, employment and/or employment retention.

Construction



During the month of August, the YBL Construction Training Supervisor introduced the Cycle 16 YBL participants to the skills and tools necessary to repair a damaged roof. Their hands-on classroom was the roof of our YBL shed which was constructed during Cycle 15.

This project provided many opportunities for the participants to learn several skills that are needed to earn their PACT certificate in Construction. The participants learned to use the following electric tools: (1) skill saw, (2) chop saw, and (3) hand drill; plus, several other hand tools. They also were taught how to measure, mark, and cut lumber needed to build trusses for the roof. Once all the pieces were cut, the participants fastened,

assembled, and installed to trusses. Throughout the month, the YBL Construction Training Supervisor visited the Williamstown and Twin Lakes projects accompanied by the YBL participants and/or the YBL Program Manager.



Construction: YBL participants constructed the trusses to repair the roof of the YBL shed.



Earl W. Haynes
Senior Program Manager

Richard Mooneyham
Program Coordinator/Academic Instructor

Cynthia E. Zorn-Shaw
Career Development Coordinator

Terry Love
Construction Training Supervisor

Aimee Pickup
Administrative Assistant

RESOLUTIONS

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

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

Re: Resolution # (18-1457)

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

2. Who is making request:

A. Entity: LHA

B. Project: Approval of the LHA 2019 Agency Plan including but not limited to the Capital Funds Plans and Budgets, Administrative Plan for the Housing Choice Voucher, the ACOP for the Public Housing Program, Limited English Proficiency Plan (LEP/LAP), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule and signing the *PHA Certification of Compliance with the PHA Plans and Related Regulations*, forms 50075-HP (High Performance Agency) and 50077.

C. Originator: Carlos Pizarro

3. Cost Estimate:

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

Narrative:

Annually, the Board of Commissioners of a Public Housing Agency is required to have its Chair (or other authorized official sign) the Department of Housing and Urban Development's *PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV Program, the ACOP for the Public Housing Program, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule and Related Regulations*, forms 50075-HP and 50077, and have staff submit the form to the Department of Housing and Urban Development.

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

Attachment:

- *2019 Agency Plan, PHA Certification of Compliance with the PHA Plans (Agency Annual Plan, Capital Fund Plans and Budgets, Administrative Plan for the HCV Program, the ACOP for the Public Housing Program, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule and Related Regulations, forms 50075-HP and 50077, etc.*

2019 Agency Plan

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

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

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

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

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

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

The process to develop LHA's 2019 PHA plan spanned nearly three months and involved the collaboration of LHA staff, Public Housing residents, participants in the Housing Choice Voucher Program, stakeholders in the community, the City of Lakeland and, of course, LHA Board of Commissioners.

RESOLUTION NO. 18-1457

APPROVING THE 2019 AGENCY PLAN

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

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

WHEREAS, the Housing Authority of the City of Lakeland made modifications to its *Capital Funds Plan (s), Administration Plan* and its *Admissions and Continued Occupancy Plan, Limited English Proficiency (LEP/LAP Plan), Analysis of Impediments, Family Self Sufficiency Plan, Flat Rents Schedule* collectively referred to as the *Agency Plan*; and

WHEREAS, the Housing Authority of the City of Lakeland circulated the 2019 *Agency Plan* to its public housing residents, its Housing Choice Voucher participants, the Resident Advisory Board of the Housing Authority of the City of Lakeland, and other interested parties; and

WHEREAS, the Housing Authority of the City of Lakeland conducted public meetings to obtain the public's input and comments on its one-year 2019 Agency Plan;

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

CERTIFICATE OF COMPLIANCE

This is to certify that the Board of Commissioners of the Housing Authority of the City of Lakeland has approved and adopted the Resolution No.18-1457, dated September 17, 2018.

Attested by:

Benjamin Stevenson, Secretary

Michael Pimentel, Chairman



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

Lakeland Housing Authority

PHA Plans

Annual Plan for Fiscal Year 2019

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

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

Definitions.

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

A.	PHA Information.																										
A.1	<p> PHA Name: <u>The Housing Authority of the City of Lakeland</u> PHA Code: <u>FL011</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): January 1, 2019 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>339</u> Number of Housing Choice Vouchers (HCVs) <u>1485</u> Total Combined <u>1824</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
Participating PHAs	PHA Code					Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program																			
		PH	HCV																								
Lead PHA:																											

B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

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

Y N

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

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

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

1. Elements removed and/or modified and/or added

ACOP - PH

- a) Changes that were made were in **Chapter 3-I. B**
- b) Added: Any person(s) reporting custody of any minor child/children must provide legal documentation of legal guardianship.
- c) Changes that were removed in **Chapter 4-III.B Local Preference [24 CFR960.206]**
- d) Removal of the relocated at the request if the Lakeland Housing Authority 50 points
- e) Person residing in government acquired property within the Lakeland Housing Jurisdiction 35 points
- f) VAWA Policy, Flat Rent Policy, Gay and Lesbian Right Policy---no changes needed
- g) One Strike has been removed from policy
- h) A Veteran's preference of 50 points will be added

ADMIN PLAN – HCV

Provision	Mandatory or Discretionary	Explanation	Included in the Adm
Working Family Preference 50 point and adding the Veteran's preference of 50 points	Both	The working preference is a discretionary to the PHA but is regulated. Under the regulation the PHA is unable to base this preference based on the amount of earned income. The PHA had previously established a minimum of 30 hours, and this policy has now been removed to be in compliance with regulations. Veteran's preference will be added effective 01/01/2019, DD214 or a VA Card is required in order to claim this preference.	Yes
Public Housing Resident affected by Relocation Preference	Both	These families are protected under the Relocation Act and are not subject to the waiting list, therefore the preference has been removed.	No
Verification of Social Security Numbers	Mandatory	This provision modifies the regulation as it applies to program <i>applicants</i> (as differentiated from program <i>participants</i>).	Yes
Definition of extremely low-income families	Mandatory	These regulations have been revised to reflect the new statutory definition of an extremely low-income (ELI) family.	Yes
Exclusion of Mandatory education fees from income	Mandatory	This provision amends the definition of "income" to exclude from calculations of individual income any financial assistance received for mandatory fees and charges (in addition to tuition).	Yes
Streamlined annual reexamination for fixed sources of income	Discretionary	This provision offers LHA the discretion to streamline income determination for any family member with a fixed source of income.	Yes
Earned Income Disregard	Mandatory	The new regulatory provisions limit to 24 straight months the time period during which a family member is eligible to receive the benefit of the earned income disregard (EID), which streamline the administration of the EID by eliminating the requirement for PHAs to track family member changes in employment over a 4-year period.	Yes

Family declaration of assets under \$5000	Discretionary	Under this provision, LHA must obtain third-party verification of all family assets upon admitting a family to the HCV or public housing program and then again at least every 3 years thereafter.	Yes	
Utility Reimbursement	Discretionary	This provision permits PHAs to make utility reimbursement payments quarterly, rather than monthly, if the total quarterly reimbursement payment due to a family is equal to or less than \$45 per quarter. The LHA currently does not have the software that can monitor this, therefore we have opted out of this discretionary waiver for now.	No	
Biennial inspections and the use of alternative inspection methods	Discretionary	This provision offers LHAs the discretion to conduct unit inspections biennially rather than annually, for both the HCV and PBV programs.	Yes	
Exception payment standards for providing reasonable accommodation	Discretionary	This provision authorizes a PHA to approve a payment standard of not more than 120 percent of the FMR without HUD approval if requested as a reasonable accommodation by a family that includes a person with a disability.	Yes	
Family income and composition: regular and interim examinations	Discretionary	This provision eliminates the requirement that a voucher agency conduct a reexamination of income whenever a new family member is added. The provision does <i>not</i> eliminate the requirement to verify other aspects of program eligibility (e.g., SSNs, criminal history, etc.), nor does it eliminate the requirement to perform annual reexaminations of family income (for example, if that happens to be the point at which a new family member is added); it simply eliminates the requirement to perform an interim reexamination of income whenever a new family member is added.	No	
Utility payments schedules	Mandatory	This provision requires PHAs to use the appropriate utility allowance for the lesser of the size of dwelling unit actually leased by the family or the voucher size issued, as determined under the PHA subsidy standards.	Yes	
VAWA final rule-December 2015	Mandatory	The rule includes information on notification, emergency transfers, certification of abuse and material to protect against adverse treatment related to criminal screening policies. Importantly, the rule expands the scope of VAWA beyond Section 8 and public housing programs.	Yes	

2. Financial Resources: This section lists the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Revision: Updated table of financial sources and uses below.

Financial Resources: Planned Sources and uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2018 grants)	Draft numbers (Not Final)	
a) Public Housing Operating Fund	\$962,239	PH Development/ Modernization/ Job Readiness
b) Public Housing Capital Fund	\$3,144,033	Modernization and Development
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$8,549,639	Voucher, VASH, M5, TP, etc....
d) Resident Opportunity and Self-Sufficiency Grants		
Other Federal Grants (list below)		
Low Income Housing Tax Credits (SAIL)	\$5,298,200	Redevelopment of PH
2. Prior Year Federal Grants (unobligated funds only) (list below)		

CFP 2019 (Estimated)	\$924,096	Modernization and PH Development
CFP 2018	\$924,096	Modernization and PH Development
CFP 2017	\$608,069	Modernization and PH Development
CFP 2016	\$551,967	Modernization and PH Development
CFP 2015	\$533,187	Modernization
CFP 2014	\$281,129	Modernization
CFP 2013	\$277,386	Modernization
CFP 2012	\$70,661	Modernization
URP/HOPE VI	\$1,934,034	Modernization/ PH Development
DOL Youth Build	\$390,154.33	Youth Build Program
FSS Grant (Sec.8 HCV and Public Housing combined)	\$105,738	Resident Services
ROSS Grant (Service Coordinator)	\$219,185	Resident Services
3. Public Housing Dwelling Rental Income	\$282,000	PH
4. Other income (list below)		
Investment Income	\$1,300,000 Unaudited	PH
Entrepreneurial Activities	\$0.00	PH & Section 8
Total resources	\$26,136,628	

B.2 New Activities.

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

Y N

Hope VI or Choice Neighborhoods.

Mixed Finance Modernization or Development.

Demolition and/or Disposition.

Conversion of Public Housing to Tenant Based Assistance.

Conversion of Public Housing to Project-Based Assistance under RAD.

Project Based Vouchers.

Units with Approved Vacancies for Modernization.

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

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

Section B.2 - HUD-50075: New Activities

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

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

LHA envisions a range of options that will be employed to achieve its goal to transform its portfolio which may include but not be limited to: modernization of existing public housing units; demolition of selected units and construction of new units; introduction of market rate and for-sale

units; acquisition and development of new units in, around and outside of LHA properties; and wholesale redevelopment of its public housing communities.

LHA was granted Low Income Housing Tax Credits to develop a 100-unit's community (Phase 1) in 2016; this community will replace approximately 25 units of existing Public Housing units located within the West Lake Apartments community (AMP-1). Additionally, LHA applied and was granted additional Low-Income Housing Tax Credits (LIHTC) for Phase 2 to develop 132 units, in order to develop Phase 2, 64 existing units will be disposed and demolished. The Agency is planning to apply for more LIHTC for Phase 3 to replace the remaining units located within the West Lake Apartments community. More specifically LHA plans to submit applications for the next rounds of the Florida Housing Finance Corporation LIHTC application season, for our Public Housing Developments in the coming year(s).

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

- **Micro-Cottages:** The authority has developed 48 affordable housing units and a community building with a combination of RHF funds from FY 2009 – 2014 and/or HOPE VI funds.
- **Cecil Gober Modernization:** This community consists of 37 near elderly/senior units. The GPNA that was performed for the site supports modernization of the site. As part of the modernization, LHA is seeking to correct deficiencies outlined by the GPNA as well as reconfigure the units so the seniors living within the community can age in place. The agency is fixing the irrigation system.
- **Renaissance Tenth Street Lot:** LHA sold and disposed of the 4.33-acres of land at the intersection of N. Florida Avenue and W. Tenth Street to a third-party developer. The sales proceeds will be used to develop, acquire, and/or modernize affordable housing units at properties owned and/or controlled by LHA or its affiliates.
- **West Lake Apartments (Second and Third Phase):** LHA will be submitting a mixed-finance application/proposal to HUD and will pursue the construction of new Public Housing/Mixed Financed units using Low Income Housing Tax Credits and Public Housing funds earmarked for the development of Affordable Housing. First Phase is under construction.

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

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

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

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

LHA will also start self-developing and operating affordable housing. Some of the proposed self –developing project will either be located on the 10.56-acre site located on W. 10th Street or at the 17.06-acre site at Hunter field PUD (Arbor Manor) or at the John Wright Homes or Washington Ridge vacant lots. LHA also intends to use Capital Funds and other funds to acquire and redevelop properties in and around its public housing communities.

Demolition and/or Disposition

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

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

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

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

Table #1 Demolition/Disposition/Modernization Activity Description

1a. Development name: Hampton Hills Houses

1b. Development (project) number: FL01100004

2. Activity type: Demolition
Disposition X
3. Application status (select one)
Approved X
Submitted, pending approval
Planned application
4. Date application approved, submitted, or planned for submission: 11/14/2014
5. Number of units affected: 12 (Sold 5)
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity: 48 months
a. Actual or projected start date of activity: 7/1/2012 b. Projected end date of activity: 12/31/2020
Note*: Section 32 Approved Disposition

Table #2 Demolition/Disposition/Modernization Activity Description

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

Table #3 Modernization Activity Description

1a. Development name: Cecil Gober Villas
1b. Development (project) number: FL01100001
2. Activity type: Demolition Disposition Modernization: X
3. Application status (select one) Approved
Submitted, pending approval
Planned application: X
4. Date application approved, submitted, or planned for submission: 12/1/2015
5. Number of units affected: 37
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 12/01/2015
b. Projected end date of activity: 12/31/2019
Note*: Capital Funds will be used

Table #4 Demolition/Disposition/Modernization Activity Description

1a. Development name: Arbor Manor (Hunter field PUD)
1b. Development (project) number: FL01100001
2. Activity type: Demolition
Disposition: X
3. Application status (select one) Approved Submitted, pending approval: X Planned application
4. Date application approved, submitted, or **planned for submission: 2019**
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2019
b. Projected end date of activity: 12/31/2021
Note*: N/A

Table #5 Demolition/Disposition/Modernization Activity Description

1a. Development name: 10th Street in front of Colton Meadow Apartments, Lakeland, Polk County, Florida
1b. Development (project) number: FL01100001
2. Activity type: Demolition-Disposition: X
3. Application status (select one) Approved
Submitted, pending approval
Planned application: X
4. Date application approved, submitted, or **planned for submission: 2019**

5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2019
b. Projected end date of activity: 12/31/2020
Note*: sold

Table #6 Demolition/Disposition/Modernization Activity Description

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

Table #7 Demolition/Disposition/Modernization Activity Description

1a. Development name: Vacant Parcels at John Wright Homes
1b. Development (project) number: FL01100001
2. Activity type: Demolition - Disposition: X
3. Application status (select one) Approved
Submitted, pending approval: **X Planned application:**
4. Date application approved, submitted, or planned for submission: 2019
5. Number of units affected: 0
6. Coverage of action (select one)
Part of the development
Total development: X
7. Timeline for activity:
a. Actual or projected start date of activity: 2020
b. Projected end date of activity: 12/31/2021
Note*: Funding pending

Project-Based Vouchers

This section describes the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

When funding becomes available, the Authority plans to use some of its vouchers under the Project Based Vouchers (PBV) option, as described at 24 CFR Part 983. This may be done in one of two ways.

First, LHA may issue a Request for Proposals from owners wishing to participate in the program. The criteria and procedures for such selections will be described in the RFP and in the LHA's Section 8 Administrative Plan.

Second, LHA may make non-competitive selections of owners whose projects included a competitive selection of proposals, such as housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program.

The Authority may also submit a proposal under a RFP for units in its public housing portfolio or a property it may acquire under its —redevelopment authority for this purpose. The use of PBV is consistent with the overall PHA Plan which is encouraging the development of affordable mixed-use, mixed-income housing particularly in consort with broader neighborhood revitalization efforts such as the Westlake project.

LHA's PBV criteria and procedures will propose the use of these resources in ways that facilitate achievement of its overall housing goals in general and the mobilization of potential relocation resources, to address the housing needs of LHA families at developments slated to be redeveloped, including, but not limited to, the Cecil Gober Villas, Dakota Park (Carrington Place) and Westlake Apartments projects and/or other similar situations.

Under the HUD Asset Management Model, some of LHA's developments are not financially sustainable because insufficient Annual Contract Contribution (ACC) subsidy is received from HUD to support their operations. LHA is currently evaluating options for restructuring the properties; possibly seeking to convert these properties to Project- based Section 8 communities. Furthermore, LHA is considering under the

LHA may project-base units within the Carrington Place Development project.

LHA plans to utilize project-based vouchers for up to 80 units within the final phase of the West Lake Apartments Low Income Housing Tax Credit project which will begin construction by the end of 2017 and be ready for occupancy in 2018.

B.3

Progress Report.

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

The Housing Authority of the City of Lakeland is meeting its Mission to provide quality, affordable housing and self-sufficiency opportunities in an effective and professional manner by passing every HUD REAC inspection and staying in compliance with HUD, State and Local rules and regulations. Additionally, we are actively working on meeting our goals as follow:

Goal #1: Increase the number of affordable housing units by at least 30%. We were awarded LIHTC to begin demolition of 25 Public Housing units and start construction of 100 Senior units. Additionally, the Williamstown Community (48 Public Housing units will be added) was approved and it is under construction.

Goal #2: Maintain the high performing status in Public Housing and Section 8. We were designated a High Performer Agency for Public Housing and Section on the most recent evaluation.

Maintain a public housing vacancy rate of 2% or less. LHA has been able to maintain the vacancy at or below 2%. Maintain an average work order response time of less than three days. Collect at least 97% of the rent and other charges excluding fraud recovery and major tenant abuse due to LHA. Reduce utility usage (including water) by 25% by December 31, 2019.

Maintain a Section 8 lease-up rate of at least 98% while not exceeding HUD limitations. Continue and improve task tracking / management by objectives. Enhance internal operations to reduce costs, improve efficiencies, and become even more effective and professional.

Goal #3: Maintain and improve our public image through enhanced communication, coordination, and accountability with outside entities, among the staff and with residents.

Goal #4: Be the premier innovative and effective affordable housing provider in Florida.

Develop and build 48 Near Elderly (Over 55) Public Housing Units in the Williamstown 3 acres vacant lot using the HOPE VI grant, which allowed LHA to close out the HOPE VI grant by December 30, 2018. Apply for additional housing choice vouchers as they become available.

Seek out new funding opportunities as they become available including but not limited to LIHTC. Develop and build new communities in all LHA owned land or parcels and re-develop the West Lake Apartments community, John Wright Homes, Carrington Place and Renaissance at Washington Ridge.

Assist at least 7 families into homeownership through the Public Housing Homeownership Program, the HOPE VI Program, or other programs by December 31, 2018.

Incorporate non-traditional entrepreneurial methods and practices that positively impact affordable housing in LHA's jurisdiction. Incorporate financially feasible Green and Sustainability Best Practices in all future developments. Obtain at least \$100 million in grants and/or leveraging from all sources by December 31, 2019.

Goal #5: Increase and encourage the self-sufficiency efforts of all residents. (On-going)

Increase the usage of LHA educational and computer literacy programs by 25% by December 31, 2019.

Substantially increase the number of LHA seniors and people with disabilities using LHA sponsored programs by December 31, 2019.

Goal #6: Maintain a high level of employee relations and morale. (On-going)

Enhance lines of communications through staff meetings and other necessary internal communications to provide updates and progress reports about agency activities.

Continue to reward performance through the timely implementation of a performance management system.

Encourage and support staff partaking in training and continuing education opportunities to the greatest degree possible within funding constraints.

Conduct an annual employee satisfaction survey.

B.4.	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe: No findings, however, there was a qualified opinion related to an inter-fund transaction from years past.</p>
Other Document and/or Certification Requirements.	
C.1	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p>See attached: Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.2	<p>Civil Rights Certification.</p> <p>See attached: Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.4	<p>Certification by State or Local Officials.</p> <p>See attached: Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
D Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).	
D.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>On behalf of the Housing Authority of the City of Lakeland, Florida (LHA), I hereby certify that our 5-Year CFP Plan was last approved on January 2018. LHA has four (5) active CFP grants. The grants are CFP 2014, CFP 2015, CFP 2016, CFP 2017 and CFP 2018. LHA also has four (5) CFP grants that are fully expended but still showing within eLOCCS until the grants are officially closed out. CFP grants awaiting closeout are CFP 2010 – 2013.</p>

**Instructions for Preparation of Form HUD-50075-HP
Annual Plan for High Performing PHAs**

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

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

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

B. Annual Plan.

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

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(1\)](#)) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#)) and 24 CFR §903.12(b).

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

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

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

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

Safety and Crime Prevention (VAWA). A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

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

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

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

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

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

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

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

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

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

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

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

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

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements

C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

C.2 Civil Rights Certification. Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

C.3 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.4 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

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

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

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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



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

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

Report Date: 08/17/2018

PHA Code:	FL011
PHA Name:	HOUSING AUTHORITY OF THE CITY OF LAKE LAND
Fiscal Year End:	12/31/2017

PHAS Indicators	Score	Maximum Score
Physical	30	40
Financial	25	25
Management	25	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	90	100
Designation Status:	High Performer	

Published 08/17/2018

Initial published 08/17/2018

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

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	99.68	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

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

Civil Rights Certification
(Qualified PHAs)

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

Civil Rights Certification

Annual Certification and Board Resolution

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

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

The Housing Authority of the City of Lakeland

FL011

PHA Name

PHA Number/HA Code

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

Name of Authorized Official: Michael Pimentel

Title: Chairman

Signature

Date

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

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

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ~~XX~~ Annual PHA Plan for the PHA fiscal year beginning January 1, 2019, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

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

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

The Housing Authority of the City of Lakeland

FL011

PHA Name

PHA Number/HA Code

XX Annual PHA Plan for Fiscal Year 2019

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

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

Name of Authorized Official Benjamin Stevenson	Title Executive Director
Signature	Date

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 2/29/2016

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

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

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

Housing Authority of the City of Lakeland
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
Impediments (AI) to Fair Housing Choice of the

City of Lakeland
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

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

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

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

Name of Authorized Official

William "Bill" Mutz

Signature

Title

Mayor

Date

Sept. 5, 2018

LAKELAND HOUSING AUTHORITY

2018 FLAT RENT COMPARISON AND RECOMMENDATION BASED ON HUD PIH NOTICE 2017-23

2019 Fair Market Rents

	ONE BEDROOM	TWO BEDROOMS	THREE BEDROOMS	FOUR BEDROOMS
100%	708	925	1233	1532
80%	567	740	987	1226

Current and Proposed Flat Rent Rates

AMP	COMMUNITY NAME	ONE BEDROOM	TWO BEDROOMS	THREE BEDROOMS	FOUR BEDROOMS	FIVE BEDROOMS
AMP I	<i>Cecil Gober Villas:</i>					
	▪ Current	\$635	--	--	--	--
	▪ Proposed	\$663	--	--	--	--
	<i>John Wright Homes:</i>					
	▪ Current	--	\$780	\$1,051	--	--
	▪ Proposed	--	\$800	\$1,255	--	--
	<i>West Lake Apartments:</i>					
	▪ Current	\$593	\$786	\$1,055	\$1,359	--
	▪ Proposed	\$599	\$688	\$1,089	\$1,319	--
	<i>West Lake Addition:</i>					
▪ Current	\$593	\$786	\$1,055	--	--	
▪ Proposed	\$603	\$688	\$1,089	--	--	
AMP II	<i>Dakota Park (Carrington Place)</i>	Based on the Low-Income Housing Tax Credit Rents as published				
AMP III	<i>Renaissance at Washington Ridge</i>	Based on the Low-Income Housing Tax Credit Rents as published				
AMP IV	<i>Hampton Hills: Section 32 Homeownership Program</i>					
	▪ Current	--	--	\$781	\$951	--
	▪ Proposed	--	--	\$813	\$1,030	--
AMP V	<i>Micro-Cottages at Williamstown</i>					
	▪ Current	--	--	--	--	--
	▪ Proposed	\$487	\$644	--	--	--

NOTICE OF PUBLIC MEETINGS AND PUBLIC HEARING
Lakeland Housing Authority
FY 2019 Agency Plan

The Lakeland Housing Authority (LHA) has scheduled two public meetings on its FY 2018 Agency Plan with the Resident Advisory Board and the general public at 8:30 a.m. on each July 24, 2018 and August 3, 2018 at the LHA Administrative Offices, 430 Hartsell Avenue, Lakeland.

The Public Hearing is scheduled for July 24, 2018 at 8:30 a.m.

The Second and Final Public Hearing is scheduled for August 23, 2018 at 3 p.m.

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

The Agency Plan, Capital Funds and Replacement Housing Factor budgets and its attachments are available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m., Monday through Thursday, beginning on June 19, 2018 and ending on August 1, 2018. The plan will be posted for 45 days. Inquiries and comments may be directed to Carlos Pizarro, Vice-president of Housing, at cpizarro@lakelandhousing.org and/or Valerie Brown, Vice-president of Administration, at vbrown@lakelandhousing.org and/or Florida Relay services at 711 and/or by visiting: www.LakelandHousing.org.

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

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

The Housing Authority of the City of Lakeland dated June 19, 2018.

L2019 06/19; 2018-Public and Legal Notice



AVISO DE REUNIONES PÚBLICAS Y AUDIENCIA PÚBLICA
Autoridad de Vivienda de Lakeland (LHA)
Plan de agencia Año Fiscal 2019

La Autoridad de Vivienda de Lakeland (LHA) tiene programadas dos reuniones públicas en su año fiscal 2018 Agencia Plan con la Junta Asesora de residentes y público en general a 8:30 cada 24 de julio de 2018 y el 3 de agosto de 2018 en las oficinas administrativas de LHA, 430 Hartsell Avenue, Lakeland.

La audiencia pública está prevista para el 24 de julio de 2018 en 8:30

La segunda y última audiencia pública está prevista para el 23 de agosto de 2018 a 15:00

LHA ha desarrollado su Plan de agencia de acuerdo con viviendas de calidad y ley de responsabilidad del trabajo de 1998, incluyendo pero no limitado a, actualizaciones adicionales recibidas desde el Departamento de vivienda y desarrollo urbano.

Presupuestos del Plan de la Agencia, fondos de Capital y Factores de vivienda de reemplazo y sus accesorios están disponibles para revisión en la dirección antes mencionada entre el horario de 8:00 a 5:00 pm, de lunes a jueves, de 19 de junio de 2018 y el 01 de agosto de 2018. El plan será publicado durante 45 días. Consultas y comentarios se pueden dirigir a Carlos Pizarro, Vice-Presidente de la Vivienda, en cpizarro@lakelandhousing.org o Valerie Brown, Vice-Presidente de Administración, en vbrown@lakelandhousing.org o servicios de retransmisión de Florida al 711 o visite: www.LakelandHousing.org.

Copias del Plan de la agencia también estará disponibles para revisión en las siguientes ubicaciones:

- Ciudad de la Agencia de Redesarrollo de la comunidad de Lakeland--Massachusetts sur
228 Avenue, Lakeland, FL 33801
- Todas las propiedades y ubicaciones dentro de la cartera de la autoridad de vivienda de Lakeland.

La autoridad de vivienda de la ciudad de Lakeland de fecha 19 de junio de 2018.

L2019 06/19; 2018-público y Legal aviso

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

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

Re: Resolution # 18-1458

The Board of Commissioners is requested to approve the above-referenced resolution to authorize the Executive Director to execute a ground lease and submit an application to Florida Housing Finance Corporation for Low Income Housing Tax Credits and other applications for appropriate financing for the Phase III development of the West Lake Apartments community and to take all actions necessary to carry out the intent of this Resolution.

2. Who is making request:

- A. Entity: The Housing Authority of the City of Lakeland
- B. Project: West Lake Apartments
- C. Originator: Valerie Brown/Carlos Pizarro

3. Cost Estimate:

n/a

Narrative:

Via a Resolution No. 15-1402, the Board of Commissioners of the Housing Authority of the City of Lakeland authorized the Executive Director to negotiate a Master Developer Agreement with the Housing Trust Group, LLC to serve as the Developer Partner for redevelopment of the West Lake Apartments community. The Developer Partner desires to submit an application for low income housing tax credits to assist with the construction financing for Phase III of the development project.

The Housing Authority desires that, once constructed, the new community will be: green-built (preferably LEED certified); financially self-sustaining; serving a broad spectrum of social-economic residents including Medicaid recipients; and providing facilities and accommodations for the residents with the ability to expand as the population of the Greater Lakeland Area grows.

The Housing Authority also desires a high quality, innovative, architectural design for this project that provides for long-term viability of the development. The project must provide amenities commensurate with *market rate* properties in accordance with state and local ordinances. These amenities would also include incorporating a pedestrian friendly design, community safety through environmental design, as well as ample "green space" and parking.

The Housing Authority also intends that the Developer Partner will, after completion of construction, turn the management of the property over to the Housing Authority or to another designated ownership entity.

The Developer Partner and the Housing Authority will need to create certain legal partnerships in order to submit the funding application to the Florida Housing Finance Corporation and show evidence of site control for the property. Evidence of site control is provided via an executed ground lease between the Housing Authority and the Partnership entity. The Board of Commissioner also is being asked to approve the formation of limited liability entities for purposes of submitting the application for low income housing tax credits.

Based on the above selection process, staff is recommending that the Board of Commissioners approve this Resolution No. 18-1458 to authorize the Executive Director and the Developer Partner to execute a ground lease and submit an application to Florida Housing Finance Corporation for Low Income Housing Tax Credits and other applications for appropriate financing for the Phase III development of the West Lake Apartments community and to take all actions necessary to carry out the intent of this Resolution.

RESOLUTION NO. 18-1458

AUTHORIZATION TO EXECUTE A GROUND LEASE AND SUBMIT AN APPLICATION FOR LOW INCOME HOUSING TAX CREDITS AND OTHER AVAILABLE FUNDING OPPORTUNITIES FOR PHASE III OF THE WEST LAKE APARTMENTS REDEVELOPMENT PROJECT

WHEREAS, the Housing Authority of the City of Lakeland, Florida desires to pursue all viable opportunities to provide additional affordable housing within its service area; and

WHEREAS, Resolution 15-1411 authorized the Executive Director to enter into a Master Development Agreement with the Housing Trust Group, LLC to become the Developer Partner for the redevelopment of the West Lake Apartments community; and

WHEREAS, the Housing Authority of the City of Lakeland and the Developer Partner plan to submit an application to the Florida Housing Finance Corporation for an allocation of Low Income Housing Tax Credits for the construction of new affordable housing units as part of the Phase III development at the West Lake Apartments community; and

WHEREAS, the application for Low Income Housing Tax Credits requires the creation of certain partnership entities between the Housing Authority of the City of Lakeland and the Developer Partner that will serve as the applicant for the Low Income Housing Tax Credits; and

WHEREAS, the application for Low Income Housing Tax Credits requires execution of a ground lease between the Housing Authority of the City of Lakeland and the created partnership entities; and

WHEREAS, the Housing Authority of the City of Lakeland and the Developer Partner may submit additional financing applications depending on the applicability of rules established by the Florida Housing Finance Corporation.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby authorizes the Executive Director to execute a ground lease and submit an application to Florida Housing Finance Corporation for Low Income Housing Tax Credits and other applications for appropriate financing for the Phase III development of the West Lake Apartments community and to take all actions necessary to effectuate the submission of successful applications and any and all related documents in order to carry out the intent of this Resolution.

CERTIFICATE OF COMPLIANCE

This is to certify that the Board of Commissioners of the Housing Authority of the City of Lakeland has approved and adopted this Resolution No. 18-1458, dated September 17, 2018.

Attested by:

Benjamin Stevenson, Secretary

Michael A. Pimentel, Chair

(Place holder for 3 page .pdf file)

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

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

Re: Resolution # 18-1459

The Board of Commissioners is requested to approve the above-referenced resolution to authorize the Executive Director to execute a ground lease, if necessary, and submit an application to Florida Housing Finance Corporation for Low Income Housing Tax Credits and other applications for appropriate financing for the Phase I development of the Arbor Manor property and to take all actions necessary to carry out the intent of this Resolution.

2. Who is making request:

- A. Entity: The Housing Authority of the City of Lakeland
- B. Project: Arbor Manor
- C. Originator: Valerie Brown/Carlos Pizarro

3. Cost Estimate:

To Be Determined

Narrative:

For a number of years, the Housing Authority of the City of Lakeland (LHA) has owned a vacant 17.06 acre tract located within the Hunterfield Planned Unit Development at the southeast quadrant of Pipkin Creek and Drane Field Roads in Lakeland. Based upon its location and an analysis completed by staff of the Housing Authority of the City of Lakeland, Florida, it has been determined that the *highest and best* use of this parcel would be multi-family and/or single-family residential affordable housing development.

Via a Resolution No. 14-1385, the Board of Commissioners of the Housing Authority of the City of Lakeland authorized the Executive Director to execute documents, provide certifications and submit an application to the U.S. Department of Housing and Urban Development requesting approval to dispose of the 17.06 acre tract within the Hunterfield Planned Unit Development. The Executive Director desires to submit an application for low income housing tax credits to assist with the construction financing for Phase I of the development project.

The Housing Authority desires that, once constructed, the new community will be: green-built (preferably LEED certified); financially self-sustaining; serving a broad spectrum of social-economic residents including Medicaid recipients; and providing facilities and accommodations for the residents with the ability to expand as the population of the Greater Lakeland Area grows.

The Housing Authority also desires a high quality, innovative, architectural design for this project that provides for long-term viability of the development. The project must provide amenities commensurate with market rate properties in accordance with state and local ordinances. These amenities would also include incorporating a pedestrian friendly design,

community safety through environmental design, as well as ample "green space" and parking.

The Housing Authority will need to create certain legal partnerships in order to submit the funding application to the Florida Housing Finance Corporation and show evidence of site control for the property. Evidence of site control is provided via an executed ground lease between the Housing Authority and the Partnership entity. The Board of Commissioner also is being asked to approve the formation of limited liability entities for purposes of submitting the application for low income housing tax credits.

Based on the above selection process, staff is recommending that the Board of Commissioners approve this Resolution No. 18-1459 to authorize the Executive Director to execute a ground lease, if necessary, and submit an application to Florida Housing Finance Corporation for Low Income Housing Tax Credits and other applications for appropriate financing for the Phase I development of the Arbor Manor property and to take all actions necessary to carry out the intent of this Resolution.

RESOLUTION NO. 18-1459

AUTHORIZATION TO EXECUTE A GROUND LEASE, IF NECESSARY, AND SUBMIT AN APPLICATION FOR LOW INCOME HOUSING TAX CREDITS AND OTHER AVAILABLE FUNDING OPPORTUNITIES FOR PHASE I OF THE ARBOR MANOR REDEVELOPMENT PROJECT

WHEREAS, the Housing Authority of the City of Lakeland, Florida desires to pursue all viable opportunities to provide additional affordable housing within its service area; and

WHEREAS, the Housing Authority of the City of Lakeland, Florida is the owner of a 17.06 acre tract within the Hunterfield Planned Unit Development currently known as Arbor Manor; and

WHEREAS, the Housing Authority of the City of Lakeland, Florida has determined the highest and best use of this parcel would be for multi-family and/or single-family residential affordable housing units; and

WHEREAS, the Housing Authority of the City of Lakeland plans to submit an application to the Florida Housing Finance Corporation for an allocation of Low Income Housing Tax Credits for the construction of new affordable housing units as part of the Phase I development at the Arbor Manor property; and

WHEREAS, the application for Low Income Housing Tax Credits requires the creation of certain legal partnership entities between the Housing Authority of the City of Lakeland and the Partnership entities that will serve as the applicant for the Low Income Housing Tax Credits; and

WHEREAS, the application for Low Income Housing Tax Credits requires execution of a ground lease between the Housing Authority of the City of Lakeland and the created partnership entities; and

WHEREAS, the Housing Authority of the City of Lakeland may submit additional financing applications depending on the applicability of rules established by the Florida Housing Finance Corporation.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby authorizes the Executive Director to execute a ground lease and submit an application to Florida Housing Finance Corporation for Low Income Housing Tax Credits and other applications for appropriate financing for the Phase I development of the Arbor Manor property and to take all actions necessary to effectuate the submission of successful applications and any and all related documents in order to carry out the intent of this Resolution.

CERTIFICATE OF COMPLIANCE

This is to certify that the Board of Commissioners of the Housing Authority of the City of Lakeland has approved and adopted this Resolution No. 18-1459, dated September 17, 2018.

Attested by:

Benjamin Stevenson, Secretary

Michael A. Pimentel, Chair

(Place holder for 3 page .pdf file)