



430 Hartsell Ave  
Lakeland, FL 33815

(863) 687-2911

<http://LakelandHousing.org>



## Board Of Commissioners

Michael Pimentel, Chairman

Richard Richardson, Vice-Chairman

Joseph DiCesare

Edward Hall

Lorenzo Robinson

Dorothy Sanders

Shelly Asbury

## REGULAR BOARD MEETING

**Monday, July 17, 2017**

Benjamin Stevenson, Executive Director  
Ricardo Gilmore, Esquire

## **AGENDA**

Board of Commissioners

Regular Meeting

The Housing Authority of the City of Lakeland, Florida

**Monday, July 24, 2017 at 6:00 P.M.**

**LHA Board Room**

**430 Hartsell Avenue**

**Lakeland, Florida**

**Pledge of Allegiance**

**Moment of Silence**

**Establish a Quorum**

- 1. Approval of the Meeting Agenda**
- 2. Swearing In of New Commissioner**
- 3. FSS Graduation**
- 4. Approval of the Minutes of the Regular Board Meeting held Monday, June 19, 2017.**
- 5. Public Forum**
- 6. New Business**
- 7. Old Business**
  - LHA Recovery Plan Update
- 8. Secretary's Report**
  - Housing and Operations
  - Administration
  - Resolutions
    - Resolution No. 17-1444** – Approving the provision of Section 8 Project-Based Voucher Assistance to Phase I of the West Lake redevelopment project.
- 9. Legal Report**
- 10. Other Business**

## 11. Adjournment

**MINUTES**  
**The Regular Board Meeting of**  
**The Housing Authority of the City of Lakeland**  
**Monday, June 19, 2017**

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

**LHA Board Members Present:** Michael Pimentel, Chairman  
Edward Hall, Commissioner  
Joseph DiCesare, Commissioner  
Lorenzo Robinson, Commissioner

**Secretary:** Benjamin Stevenson

**Legal Counsel:** Ricardo Gilmore

The meeting was called to order at 6:15 p.m. by Chairman Pimentel. The Pledge of Allegiance and a Moment of Silence were observed. A quorum was established.

**APPROVAL OF THE AGENDA**

Commissioner Pimentel asked the Board to review the agenda and if there were any requests for items to be added to the agenda.

- Motion to approve and accept the agenda for the June 19, 2017 meeting of the Board of Commissioners.

Motion by Hall, second by Pimentel.

**Votes: Commissioners**

Michael Pimentel – Aye

Joseph DiCesare – Aye

Edward Hall – Aye

Lorenzo Robinson – Aye

**APPROVAL/ACCEPTANCE OF MINUTES**

Commissioner Pimentel asked the Board if the minutes were ready for acceptance.

- Motion to approve and accept the minutes of the Board of Commissioners meeting held on Monday, June 19, 2017.

Motion by Robinson, second by Hall.

**Votes: Commissioners**

Michael Pimentel – Aye

Joseph DiCesare – Present

Edward Hall – Aye

Lorenzo Robinson – Aye

## **NEW BUSINESS**

None

## **OLD BUSINESS**

### **• Recovery Plan Review Committee Update:**

Commissioner Hall gave brief remarks regarding the Recovery Plan Review Committee meeting held on June 15, 2107. Mr. Stevenson also gave some updates of the meeting. He informed the Board that LHA has received HUD approval for the Section 8 Project-Based Vouchers for the West Lake project on Friday, June 16, 2017. LHA has scheduled a design charrette for Phase I on June 28, 2017 at 6:00 p.m. with the West Lake residents. Mr. Stevenson gave a preview of the housing designs, which includes the Phase I Senior Building and the Phase II and III multi-family building designs and the community room. The projected timeline is 18 months of construction. The Relocation Plan has been submitted to HUD-Jacksonville Office. Staff is waiting on HUD approval of the demodisposition application. The office has also applied for Section 8 vouchers for the residents.

Mr. Stevenson informed the Board that LHA is planning on hiring a HUD consultant for a 6 month period under Saxon Gilmore. The consultant will assist with development activities and identifying funds through the state, City and congressional offices.

Mr. Stevenson gave an update on the purchase of a LHA executive vehicle. The current LHA executive vehicle will be sold to the properties for the blue book value of \$9,000 - \$11,000 which will be applied towards the purchase of a Ford Explorer through the GSA/State contract. The contract estimated monthly payment is \$450. After the purchase is complete, the other vehicle will be turned over the properties.

Mr. Stevenson informed the Board that Commissioner Perry has resigned her position. She is being relocated by job to Georgia. We wish her the best.

### **• SECRETARY'S REPORT**

Report submitted as written.

Mr. Stevenson gave an update on the Hampton Hills Homeownership Program. There are three (3) families paying \$10 or less per month in rent. Any person currently in the program paying less than \$400 a month rent is not ready to become a home owner. The program guidelines allow two (2) years for the occupant to purchase the home. Each of the current participants has had four (4) years to prepare to become homeowner. These three (3) residents have been given a notice to move/vacate the unit on or before July 31, 2017. The homes will be offered to other program applicants.

### **• Housing/Operations**

Report submitted as written.

### **• Administration/Finance**

Valerie Brown gave a very thorough overview of the Financial Report.

### **• Resolutions**

None

## **LEGAL REPORT**

Mr. Gilmore, Legal Counsel, invited the Board to attend a Commissioner Training he will be hosting on June 30, 2017. The training is designed for new commissioners.

## **OTHER BUSINESS**

A copy of the letter from U.S. Department of Housing and Urban Department-Jacksonville Field Office approving the Recommendation to Award Section-8 Project-Based Vouchers to the West Lake project is included in this month's Board Report.

Mr. Stevenson informed the Board that Youthbuild-Lakeland will be celebrating its 10-Year Anniversary on July 17, 2017, at the Lake Mirror Auditorium, 6:00 P.M. – 8:00 P.M. The guest speaker will be John Valverde, CEO of YouthBuild USA. Mr. Stevenson informed the Board that the date of the celebration is the same date and time as the July regular board meeting. The conflict arose because this is the only day that Mr. Valverde was available. Mr. Stevenson asked if the Board wanted to reschedule the Board meeting to July 24, 2017 or let the YouthBuild celebration serve as the July meeting. Commissioner Pimentel proposed that if there is no pressing business or resolutions for July Board meeting that the celebration would serve as the meeting. If something comes up, staff can notify the Board and the Board meeting will be rescheduled to July 24, 2017. Mr. Stevenson advised that if the Board decides to reschedule the meeting, they would still receive the July 2017 Board Report as scheduled. After discussion, the Board decided to the regular meeting would not be held unless something warrants having a meeting in July 2017.

- Motion that the YouthBuild 10<sup>th</sup> Year Celebration serve as the July 2017 LHA Regular Monthly Board meeting, pending no urgent matters. Should something urgent occur, the meeting will be tentatively moved to July 24, 2017. The July 2017 Board Report will be prepared and distributed as usual. Should no matters warrant having a July 2017 meeting, the next Board meeting will be the regularly scheduled meeting on August 21, 2017.

Motion by Hall, seconded by Pimentel.

### **Votes: Commissioners**

Michael Pimentel – Aye

Edward Hall – Aye

Joseph DiCesare – Aye

Lorenzo Robinson – Aye

The meeting adjourned at 7:25 p.m.

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Benjamin Stevenson, Secretary

**OLD BUSINESS**



**BOARD OF  
COMMISSIONERS**

Michael A. Pimentel  
**Chairman**

Rev. Richard Richardson  
**Vice-Chairman**

Eddie Hall  
**Commissioner**

Joseph DiCesare  
**Commissioner**

Lorenzo Robinson  
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Shelly L. Asbury  
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[www.LakelandHousing.org](http://www.LakelandHousing.org)

DATE: July 10, 2017

TO: LHA Commissioners

FROM: Benjamin Stevenson, Executive Director

RE: Recovery Plan Update

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

1) Developer Partners Update

Status: Housing Trust Group (HTG), the Developer Partner for the West Lake Apartments property, was successful in the submittal of an application for low income housing tax credits through the SAIL program for Phase I. The SAIL award of 4% bonds will be combined with Project-Based Section 8 Vouchers to make the project a viable alternative for LHA and the Developer. LHA staff and HTG negotiated some additional business terms for Phase I. HTG increased the amount of developer fee to be received by LHA and offered a ground lease payment. LHA agreed to provide a construction loan for the first phase.

The City of Lakeland has completed its review of the procurement process for a Request for Proposals (RFP) to use Project-Based Section 8 Vouchers for affordable housing projects. City staff recommended awarding the vouchers to the West Lake project. The HUD-Jacksonville Field Office has approved the Request to Award the Section 8 Project-Based Vouchers to the West Lake Phase I project soon. Basically, the Field Office approved the process whereby the City of Lakeland review the RFP responses and made a recommendation for award of the Section 8 vouchers. The next step is for LHA to submit the Subsidy Layering Review documents to HUD-Washington, D.C. After approval of the SLR, LHA will enter into an Agreement to enter into Housing Assistance Payment (AHAP) contract with the Developer to provide 80 Section 8 project-based vouchers to the project. The AHAP is one of the documents that will be included with the Mixed Finance Evidentiary closing currently scheduled for October 2017.

LHA staff continues to meet with HTG to discuss plans for relocation, demolition, overall master plan, and communication with residents and the general public. We also discussed funding options, timing of finances and construction schedules.





LHA has submitted an application to HUD requesting approval for disposition and demolition of the property. The application was submitted in February 2017. HUD approval must be obtained prior to starting any relocation or demolition activities. Staff has responded to the preliminary comments received from the HUD-SAC Office. We hope to receive HUD approval of the application within the next 30 days. The relocation and demolition will be completed in phases over a two-three year period. Subsequent applications for disposition, demolition and relocation will be submitted for Phases II and III in 2017 and 2018, respectively.

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

The City of Lakeland has completed a HUD Part 58 Environmental Review for all LHA properties located within the city limits of Lakeland. The environmental review is a HUD requirement of the Capital Fund program. The first property to be reviewed was West Lake. The Part 58 will be used for the demolition/disposition applications for West Lake Phases II and III. Polk County Neighborhood Services staff has completed the environmental review for the John Wright property. The County performed this review since the property is located in the unincorporated area of the county. LHA posted a notice of FONSI (Finding of No Significant Impact) in the local newspaper for approximately two weeks which was necessary before HUD will consider the process to be complete.

LHA hired a Relocation Manager in February to work with the residents on relocation activities. The Relocation Manager also completed a survey of the Phase I residents regarding their preferences for relocation. 100% of the residents have requested a Section 8 voucher for relocation. The Relocation Plan was submitted to HUD in May 2017. LHA requested Section 8 vouchers for the twenty (20) families impacted by the relocation. Relocation activity will officially begin after HUD approves the Relocation Plan.

Staff continues to have Relocation Meetings with the residents of West Lake Apartments. The most recent meeting was held on June 6, 2017. The Relocation Manager gave 90-Day Notices in June to persons residing in Phase I. The Relocation Plan for Phase I has been submitted to HUD. LHA requested Section 8 vouchers for the twenty (20) families impacted by the Phase I relocation. A copy of the Relocation Plan is included with the May 2017 Board packet. Previously, the Relocation Manager



completed a survey of the Phase I residents regarding their preferences for relocation. 100% of the residents have requested a Section 8 voucher for relocation.

Staff continues to have Relocation Meetings with the residents of West Lake Apartments. The most recent meeting was held on June 28, 2017. Section 8 staff was in attendance and answered questions from the residents.

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

Staff is continuing to have discussions with HTG on financing options for Phase II of the project. HTG has received a preliminary award of 4% tax credits for Phase II. HTG is exploring additional financing options to bring in more soft money to support the bonds. In that regard, they submitted an application for Green Reuse Area Designation Eligibility. One of the first steps in this process was to submit a copy of the application to the City of Lakeland for review and approval. A public hearing was also required. The hearing was held at West Lake on February 28, 2017. Attendance was minimal. The Green Reuse application is a part of the Brownfield grant process for provides funding for projects the emphasize energy reuse and environmental efficiency. HTG has advised LHA that the application was approved and will provide some additional financing for Phase II of the West Lake redevelopment project.

## 2) Use of HOPE VI Funds

Status: The General Contractor began construction activity by starting the process of clearing the site for vertical construction work. LHA hosted a groundbreaking ceremony to announce the Micro-Cottages at Williamstown development project on Tuesday, May 16, 2017. Representatives from Senator Bill Nelson, Congressman Dennis Ross, City of Lakeland City Council, U.S. Department of Veteran Affairs, City of Lakeland staff and other local partners were in attendance. The Lakeland Ledger published a nice article about the ceremony on their website and in the printed edition of the newspaper.

The Williamstown project satisfies the HUD requirement to obligate the remaining HOPE VI funds while constructing some affordable housing rental units for senior citizens. This project also will obligate some RHF funds that are nearing their expiration date. 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. The project has fourteen month construction schedule.

The name for the new community was also selected. The new name will be Twin Lake Estates.



### 3) Purchase Agreement for Sale of LHA Property

Status: The City Commission on March 21, 2016 approved the change in zoning for the 10<sup>th</sup> Street property. The Commission then approved the request to change the zoning from residential to commercial. The Potential Buyer (Buyer) honored their commitment to buy the property by wiring the payment to LHA on February 15, 2017. Construction activity has begun.

HUD has mandated that 100% of the sales proceeds be used for affordable housing development. The funds will be used in combination with other financial funding on the Williamstown and West Lake affordable housing development projects.

### 4) Reduce COCC Budget/Overall Agency Debt

Status: The COCC budget is a part of the Recovery Plan. Staff continues to make progress with reducing the overall agency debt to the Public Housing program. Staff will be submitting a Sustainability Plan to the Recovery Plan Review Committee and Board of Commissioners for review sometime within the next couple of months.

### 5) Implement Upgrade of Yardi System

Status: LHA has completed the process of transferring funds from the thirty-seven (37) old accounts for the housing programs and properties to the TD Bank accounts. The last transfer of funds was for the Section 8 program from Wells Fargo. This transfer was successfully completed in September 2016.

The next step is to upgrade the Yardi system to the 7.0 version. Staff began the upgrade process in December 2016. The process is expected to take approximately 90-120 days.

### 6) Other Items

LHA continues to entertain offers for the purchase and/or development of the Arbor Manor property. Staff received written approval from the HUD SAC for the disposition of the Arbor Manor property. A copy of the approval letter was included with the November 2015 Board packet. LHA staff continues to discuss options with a local group.

Staff has also received an inquiry regarding the vacant lot on N. 10<sup>th</sup> Street located across the street from the Colton Meadows property. The lot is currently zoned for multi-family residential development. All of the discussions are preliminary. The potential buyer is looking for a location to build housing for senior citizens as partnering with some other local organizations to provide some recreational and community service programs.



Staff is also considering bringing on another consultant to assist with obtaining funds for development projects. The consultant will work with governmental entities to obtain impact fee waivers, CDBG, State HOME and other related funds. This consultant would be a sub-contractor to Saxon Gilmore. The total value of the contract will be less than \$30,000.

LHA staff has drafted the 2018 Agency Plan. Copies are being distributed to the Board along with this month's Board packet. The document will be made available for review and comment by the Resident Advisory Board and general public for 45 days. Locations where physical copies of the Plan are available include LHA, the Larry Jackson Library and the City of Lakeland. A copy is also available on the LHA website. LHA staff held the first of three public meetings with the RAB and the general public to discuss their comments regarding the Plan on July 6, 2017. Members of the RAB were given an overview of the revisions and updates to last year's Plan. The next meeting with the RAB will be held on July 20, 2017. A Public Hearing with the general public will be held on July 24, 2017. All of the meetings are held in the LHA Boardroom. The Plan will be submitted to HUD in October 2017.

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

LHA received written notification from HUD of being classified as High Performing Agency in Public Housing. This is the third consecutive year that LHA has achieved High Performer status in both the Public Housing and Section 8 programs. A copy of the HUD letter is included with this month's Board Packet.

BJS



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July 7, 2017

West Lake I, Ltd.  
c/o Housing Trust Group  
3225 Aviation Avenue, Suite 602  
Coconut Grove, FL 33133  
ATTN: Matthew Rieger

RE: Commitment of Housing Authority Funds to West Lake Phase I - Senior

Dear Mr. Rieger:

This letter is to confirm the terms of the loan from the Housing Authority of the City of Lakeland (the "Housing Authority") to West Lake I, Ltd. (the "Borrower") in the amount of One Million Two Hundred Thousand dollars and Zero cents (\$1,200,000.00). The loan will consist of funds provided by the Housing Authority from an award of the Affordable Housing Program from the Federal Home Loan Bank of San Francisco ("FHLB-SF") obtained for purposes of financing the West Lake Apartments (Phase I, Senior affordable housing development) through US Bank (Mississippi Valley Company) as member of FHLB-SF and it is to be used in combination with an allocation of SAIL Funds from the Florida Housing Finance Corporation. The terms of the Housing Authority's commitment to the Borrower for financing are as follows:

Loan Amount: \$1,200,000 (a portion or all can be drawn as construction or permanent loan, after funds are received from FHLB or Bank Member by the Housing Authority)

Loan Type: Interest-Only soft loan, forgivable loan

Interest Rate: Half of AFR (Applicable Federal Rate) Long Term Rate, which, just as an indication, is currently at 1.30% (permanent). No interest or capital shall accrue during construction.

Period: 30 year permanent loan term, and a amortization schedule of 30 years

Repayment: Annual payments of interest only if cash flow available after payment of operating expenses and required debt service on the first mortgage loan (bonds), second mortgage loan (SAIL) and third mortgage (ELI Loan). All remaining unpaid interest shall accrue and will be due in full at maturity.



Origination Fee and Closing Costs: 7% of the Loan Amount, subject to FHLB approval.

Conditions Precedent: Successful completion of the Mixed Finance Evidentiary closing with Florida Housing Finance Corporation and the U.S. Department of Housing and Urban Development in 2017.

This commitment does not expire before July 31, 2019.

Please sign below to acknowledge your acceptance of this loan and its terms. We look forward to moving this project forward with you as part of the redevelopment of the former West Lake Apartments public housing community.

Sincerely,

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

Benjamin Stevenson  
Executive Director

ACCEPTED BY:

WEST LAKE I, LTD.  
a Florida limited partnership

By: HTG WEST LAKE, LLC,  
a Florida limited liability company  
its Special Limited Partner

By: \_\_\_\_\_  
Matthew Rieger, Manager

July 7, 2017

Lake Beulah, Ltd.  
c/o Housing Trust Group  
3225 Aviation Avenue, Suite 602  
Coconut Grove, FL 33133  
ATTN: Matthew Rieger, Esq.

RE: Commitment of Housing Authority Funds to West Lake Phase II

Dear Mr. Rieger:

This letter is to confirm the terms of the loan from the Housing Authority of the City of Lakeland (the "Housing Authority") to Lake Beulah, Ltd. (the "Borrower") in the amount of Seven Hundred Ninety Thousand dollars and Zero cents (\$790,000.00). The loan funds will consists of affordable housing monies provided by the Housing Authority for purposes of permanent financing of the West Lake Phase II affordable housing development and is to be used in combination with an allocation of SAIL Funds from the Florida Housing Finance Corporation for Affordable Housing Developments located in Polk County, Florida. The terms of the Housing Authority's commitment to provide permanent financing to the Borrower are as follows:

Loan Amount:	\$790,000
Interest Rate:	AFR (Applicable Federal Rate) Long Term Rate, which, just as an indication, is currently at 2.24%.
Period:	15 year permanent loan term and amortization schedule.
Repayment:	Annual payments of principal and interest <u>only if</u> cash flow is available after payment of operating expenses, required debt service on the first mortgage loan (bonds) and second mortgage loan (SAIL), deferred developer fee and other payments as required by the Investor Limited Partner. All remaining principal and any accrued and unpaid interest will be due in full at maturity.
Origination Fee:	0.75%
Conditions Precedent:	Successful completion of the Mixed

Lake Beulah, Ltd.

July 7, 2017

Page 2

Finance Evidentiary closing with Florida Housing Finance Corporation and the U.S. Department of Housing and Urban Development in 2018.

This commitment does not expire before July 31, 2019.

Please sign below to acknowledge your acceptance of this loan and its terms. We look forward to moving this project forward with you as part of the redevelopment of the former West Lake Apartments public housing community.

Sincerely,

Benjamin Stevenson  
Executive Director

ACCEPTED BY:

LAKE BEULAH, LTD.  
a Florida limited partnership

MANAGING GENERAL PARTNER:

By: HTG LAKE BEULAH, LLC,  
a Florida limited liability company  
its Managing General Partner

By: \_\_\_\_\_  
Matthew Reiger, Managing Member

ADMINISTRATIVE GENERAL PARTNER:

By: LHA WEST LAKE, LLC,  
a Florida limited liability company

LAKELAND-POLK HOUSING CORPORATION,  
a Florida not for profit corporation

By: \_\_\_\_\_  
Benjamin Stevenson, Secretary



Lake Beulah, Ltd.

July 7, 2017

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LIMITED PARTNER:

By: Housing Trust Group, LLC,  
a Florida limited liability company  
limited partner

By: \_\_\_\_\_  
Matthew Reiger, Manager

# **SECRETARY'S REPORT**

**Secretary's Report  
July 2017**

**HOPE VI Funds Expenditure**

The Williamstown project satisfies the HUD requirement to obligate the remaining HOPE VI funds while constructing some affordable housing rental units for senior citizens. This project also will obligate some RHF funds that are nearing their expiration date. 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. The project has fourteen month construction schedule.

The General Contractor started construction activity by clearing the site for vertical construction work in June. The GC started laying concrete foundations for the housing units on July 6, 2017.

**Annual Budget/Agency Update**

The LHA Recovery Plan is still being implemented. An update memorandum on Recovery Plan activities is a standard part of the Board agenda. LHA recently received HUD approval of the Capital Fund Amendment. A copy of the approval letter is included with the June 2016 Board packet.

The Recovery Plan and 2015 Budget were approved by the LHA Board of Commissioners at the October 2014 board meeting. The Plan was revised as instructed by the Board and submitted to the HUD-Miami Field Office. Staff is still waiting on comments on the Plan from HUD.

The 2017 Annual Budget was distributed to the Board at the October meeting. The budget was discussed and approved at the November 2016 meeting.

**Agency Plan**

LHA staff has drafted the 2018 Agency Plan. Copies are being distributed to the Board along with this month's Board packet. The document will be made available for review and comment by the Resident Advisory Board and general public for 45 days. Locations where physical copies of the Plan are available include LHA, the Larry Jackson Library and the City of Lakeland. A copy is also available on the LHA website. LHA staff held the first of three public meetings with the RAB and the general public to discuss their comments regarding the Plan on July 6, 2017. Members of the RAB were given an overview of the revisions and updates to last year's Plan. The next meeting with the RAB will be held on July 20, 2017. A Public Hearing with the general

## **Secretary's Report**

### **July 2017**

public will be held on July 24, 2017. All of the meetings are held in the LHA Boardroom. The Plan will be submitted to HUD in October 2017.

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

### **West Lake**

I continue 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 are discussing additional financing options to bring in more soft money to support the bonds.

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

Staff continues to have Relocation Meetings with the residents of West Lake Apartments. The most recent meeting was held on June 28, 2017. Section 8 staff was in attendance and answered questions from the residents.

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

In June, the Relocation Manager gave 90-Day Notices to persons residing in Phase I. The Relocation Plan for Phase I has been submitted to HUD. LHA requested Section 8 vouchers for the twenty (20) families impacted by the Phase I relocation. A copy of the Relocation Plan is included with the May 2017 Board packet. Previously, the Relocation Manager completed a survey of the Phase I residents regarding their preferences for relocation. 100% of the residents have requested a Section 8 voucher for relocation.

Staff has submitted the Demolition/Disposition application for Phase I to the HUD-SAC Office. We hope to receive HUD approval of the application in approximately 60 days. Subsequent

## **Secretary's Report**

### **July 2017**

applications will be submitted for Phases II and III in 2017 and 2018, respectively. Staff has responded to HUD comments received on the Phase I application. HUD has fixed the technical difficulties with receiving the information on their end.

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

LHA staff met with the Board of Directors for Lakeland Polk Housing Corporation in October 2016. The LPHC Board approved resolutions authorizing LHA to proceed with an application for low income housing tax credits for West Lake Phase II and the submittal Mixed Finance Evidentiary documents for the Williamstown project.

The name for the new community was also selected. The new name will be Twin Lake Estates.

### **Hampton Hills Homeownership Program**

Three (3) households currently participating in the Homeownership Program at Hampton Hills have been notified that their leases will not be renewed and they will be removed from the program. Each of these persons has been in the program for 4-5 years and is currently paying a rent of \$10 or less per month. The reality of the situation is that if a person is not capable of paying at least \$400 a month in rent, then they will not be able to afford a home mortgage. These persons have not shown an ability to move into a position to purchase the homes in which they are currently residing. The Homeownership Counseling Agency has been working with these persons for several years and they are making little to no progress in moving closer to purchase the homes. Each person has been given until July 31, 2017 to qualify and obtain a bank mortgage. The HUD approved Homeownership Plan gives families two years to purchase the home. So, it is evident that LHA has been extremely patient with these households while trying to help them become homeowners.

### **Other Activities**

I attended the monthly meeting of Paul A. Diggs Neighborhood Association on June 20, 2017. I was invited by the President of the association. Residents of the community were scheduled to discuss the commercial development on 10<sup>th</sup> Street.

## **Secretary's Report**

### **July 2017**

I attended the Attacking the Digital Divide meeting hosted by the Mayor's Task Force on Broadband and the Neighborhood Association Coalition on June 22, 2017. City of Lakeland City Commissioner Don Selvage served as the host for the meeting. The topic of discussion was the potential provision of free broadband internet services in the city of Lakeland. The panel included representatives from the City of Lakeland, Polk County School Board, Neighborhood Association Coalition and Charter Communications. The meeting was held in the City Commission Chambers at City Hall.

I also participated in the Parker Street Ministries Career-ousel on June 23, 2017. Parker Street Ministries and Lakeland Chamber of Commerce sponsor a career day type of event for inner city students. They invite professionals from various industries to come and talk about their profession and share experiences with the students.

LHA received written notification from HUD of being classified as High Performing Agency in Public Housing. This is the third consecutive year that LHA has achieved High Performer status in both the Public Housing and Section 8 programs. A copy of the HUD letter is included with this month's Board Packet.

Respectfully submitted,

*Benjamin Stevenson*

Secretary

# **AFFORDABLE HOUSING REPORT**

**◀ Housing Report**

**◀ FSS & Resident Activities**

# **AFFORDABLE HOUSING REPORT**

**◀ Housing Report**

**◀ FSS & Resident Activities**



# Affordable Housing Department

## Board Report

### July 2017

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

Updates for the month of June:

- LHA received the PHAS HUD “High Performer” status for the 2016 Fiscal year; this is the 3<sup>rd</sup> year in row achieving the highest classification.

#### **HUD Announces FY 2017 CPD Formula Allocations**

On June 14, HUD published the FY 2017 allocations for the Department’s Office of Community Planning and Development (CPD) formula grant programs: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) program, Housing Opportunities for Persons with AIDS (HOPWA), Emergency Solutions Grants (ESG), and Housing Trust Fund (HTF). For FY 2017, states and local communities across the nation will receive approximately \$3.0 billion in CDBG, \$958 million in HOME, \$320 million in HOPWA, \$270 million in ESG, and \$219 million in HTF funding. These amounts reflect approved grant reductions and reallocated funds.

#### **HUD Awards \$127 Million in Lead Based Paint Hazard Control Grants**

On June 27, HUD announced that more than \$127 million in total has been awarded to 48 states and local government agencies to reduce the number of children with elevated blood lead levels and to protect nearly 7,6000 families living in homes with significant lead and other home health and safety hazards. A complete project-by-project summary of the programs awarded grants is available here.

#### **Community Development Block Grant Updates**

Disaster Recovery Grant Reporting (DRGR) System Release and Fact Sheets: On May 22, HUD deployed DRGR Release 7.13 and made available new fact sheets that cover the following topics: New Home Screen and Task List; Managing Flags; Action Plan Review; QPR Review; Close-out Checklists; and MID Target Thresholds.

#### **HOME and Housing Trust Fund Updates**

HUD Publishes New 2016 Limits for HOME Maximum Per-Unit Subsidies: In accordance with Section 206A of the National Housing Act, HUD has adjusted the basic statutory mortgage limits for Multifamily Housing Programs

for calendar year 2016. These limits are effective for the HOME Investment Partnerships Program (HOME) on May 24, 2017, until such date that the basic statutory mortgage limits for Multifamily Housing Programs for calendar year 2017 are published in the *Federal Register*. Additional background information on these HOME limits can be found on [HUD Exchange](#).

**HUD Waiver on the Public Comment Period for FY 2017 HTF Action Plans:** Last month, HUD issued a memorandum that provides HTF grantees with the ability to waive the 30-day minimum public comment period for FY 2017 HTF Action Plans. NAHRO [previously reported](#), HUD issued a waiver on May 10th that replaces the regulatory 30-day citizen participation public comment period with a minimum 14-day comment period for CPD formula grantees submitting their FY 2017 consolidated plan or action plan to HUD. The waiver inadvertently omitted the Housing Trust Fund as covered programs, and HUD has issued this memorandum that extend the waivers to the HTF.

**2017 Housing Trust Fund Allocation Plan Sample Form:** HUD's HTF sample form may be used by grantees to submit their 2017 HTF allocation plans, but grantees may opt to use this or to submit their allocation plans in a different format, provided that all required elements are addressed. FY 2017 plans are due HUD by August 16, 2017. For FY 2017, a copy of the HTF allocation plan must be submitted to both the local HUD CPD Field Office and to HUD's Office of Affordable Housing Programs, at [htf@hud.gov](mailto:htf@hud.gov).

### **Homeless Assistance Programs Updates**

**HUD Publishes Coordinated Entry Guidebook:** HUD requires that Continuums of Care (CoCs) establish and operate a coordinated entry process. Last January, HUD published a notice ([CPD-17-01](#)) which established the additional requirements for a CoC's centralized or coordinated assessment system. HUD's new Guidebook is designed to help CoCs: Understand the core components of coordinated entry by outlining what HUD requires; plan and implement a coordinated entry process appropriate to their needs, resources, and the vision of the CoC's membership; and consider implementing additional elements beyond basic requirements.

### **Other Community Development Updates**

**Regulatory Waiver Requests Granted for the First Quarter of CY 2017:** The purpose of this notice is to comply with the requirements of section 106 of the HUD Reform Act. This notice contains a list of regulatory waivers granted by HUD during the period beginning on January 1, 2017, and ending on March 31, 2017.

**Family Self-Sufficiency (FSS) Program Guidebook:** HUD has released their new in-depth guidebook providing practical information and guidance on how to run an effective FSS program. The guide will benefit all service coordination programs (ROSS, FSS, Multi-Family FSS, Multi-Family Service Coordinators, Jobs Plus, Choice Neighborhoods "People" component and others), and also comes with an online [FSS training](#). HUD recommends utilizing the "Get Credit" function of the training, as "it is possible that the training will be mandatory for eligibility for future FSS NOFA funding." HUD also announced the release of the FSS Guidebook for Owners of Project-Based Section 8 Developments and the new Multifamily FSS page on the HUD Exchange, found [here](#).

### **Research & Reports**

**Harvard Releases 2017 State of the Nation's Housing:** On June 16, Harvard's Joint Center for Housing Studies (JCHS) released its annual assessment of the U.S. rental and homeownership markets, State of the Nation's Housing, a report funded by the Ford Foundation and the Policy Advisory Board of the Joint Center for Housing Studies. (Disclosure: NAHRO also contributed to the creation of this report.) The study found that despite a 5.6 percent increase in housing prices, the national housing market is returning to normal and homeowners are regaining value on their houses. However, the number of people who are housing cost-burdened, or those who spend more than 30 percent of their income on housing, continues to be a matter for concern – especially since low- and moderate-income families are disproportionately affected. Learn more about the report in the June 30, 2017 edition of the [NAHRO Monitor](#) (login required).

**NLIHC's Annual "Out of Reach" Report:** Published on June 8, the National Low Income Housing Coalition (NLIHC) annual report documents the gap between wages and the price of housing across the nation with the national Housing Wage, an estimate of the hourly wage that a full-time worker must earn in order to reasonably afford a rental home. The report found that the average full-time worker must earn \$21.21 per hour in order to afford a modest two-bedroom apartment and \$17.14 to afford a one-bedroom apartment. However, the average hourly wage of U.S. renters is \$16.38, almost \$5 below the two-bedroom Housing Wage and almost \$1 below than the one-bedroom Housing Wage.

**2017 New Markets Tax Credit (NMTC) Progress Report:** The thirteenth edition of the NMTC Coalition's Progress Report provides a survey of NMTC activities in 2016. According to the Coalition's press release, "The report was

prepared for the NMTC Coalition, a national membership organization of Community Development Entities (CDEs) and investors organized to advocate on behalf of the NMTC. Every year since 2005, the NMTC Coalition surveys CDEs on their work delivering billions of dollars to businesses, creating jobs, and rejuvenating the parts of the country that have been left behind. The annual NMTC Progress Report presents the findings of the CDE survey and provides policymakers and practitioners with the latest trends and successes of the NMTC.”

**Grants & Opportunities**

- Rural Housing Preservation Grant (USDA): Deadline July 17, 2017
- Community Facilities Technical Assistance and Training Grant (USDA): Deadline July 24, 2017
- Rural Community Development Initiative (USDA): Deadline July 25, 2017
- Refugee Career Pathways Program (HHS): Deadline August 29, 2017
- Supporting Maternal and Child Health Innovation in States (HHS): Estimated deadline January 16, 2018

**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
05/31/2017	98%	07/07/2017

Program type : **Public Housing**

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

Effective Dates Included : **February 01, 2016 through May 31, 2017**

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

**Race/Ethnicity**

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

HA	White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
FL	40	59	0	0	0	0	0	0	0
FL011 - LAKELAND	27	73	0	0	0	0	0	0	0

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

HA	Hispanic or Latino	Non - Hispanic or Latino
FL	29	71
FL011 - LAKELAND	21	79

## Housing Choice Voucher Program Report

### Waiting Lists

#### **Tenant-Based Waitlist**

The tenant-based waiting list is currently closed.

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

The Manor at West Bartow waiting list is continuously open.

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

The Villas at Lake Bonnet waiting list is continuously open.

### Program Information

#### **Port Outs**

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

#### **Port Ins**

LHA currently has seventeen (17) active port ins for the month of June. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

#### **Lease-up & Movers**

As of June 30, 2017, Lakeland Housing Authority issued three (3) vouchers to movers. We received fifteen (15) Requests for Tenancy Approvals during the month of June. We processed one (1) initial move-in, and two (2) port-in.

#### **Active Clients**

As of June 30, 2017, LHA is servicing 1272 families on the Housing Choice Voucher program.

Program	Total Vouchers
• Regular Vouchers & Project Based Vouchers	1085
• Mainstream	42
• VASH	68
• Tenant Protection	59
• Port Out	18
<b>Total</b>	<b>1272</b>

## EOP – End of Participation

LHA processed four (4) EOP's with a date effective the month of June 2017. Below are the reasons for leaving the program:

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

## PIC Reporting Percentage

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

Effective Date	HCV	Date Collected
05/31/2017	96.78%	06/08/2017

## General information and activities for the month of June 2017

- The Housing Choice Voucher Department processed eighty one (81) annual certifications and sixty seven (67) interim certifications.
- The Inspections Unit conducted a total of sixty two (62) inspections.
- A total of eleven (11) informal hearings were processed during this month.

## Repayment Agreements for Unreported Income

6/8/2017	Accumulative report			
Total of unreported income that has been identified	\$	177,020.00		
Non reponsive	\$	42,402.00		
Identified as uncollectible	\$	6,192.00		
Repayment agreement signed		123,681.00		
Pending repayments to be signed	\$	10,937.00		
Downpayments received	\$	13,289.00		
Lump sum received	\$	2,236.00		
Payments towards agreement	\$	18,677.94		
	\$	34,202.94		
		<b>G/L</b>		Estimated balances as of
	RNP	\$ 16,361.00	\$ 740.50	\$ 17,101.50
	UNP	\$ 16,360.94	740.50	\$ 17,101.44
		\$ 32,721.94	\$ 1,481.00	\$ 34,202.94



Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No
Number of Annual Certifications done	16	13	4	8	6	23	8	13	7
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Lovett Johnson	Lovett Johnson	Jennifer Robinson	Jennifer Robinson	Jennifer Robinson
Comments	Monthly residents meeting.	Monthly residents meeting.	Monthly residents meeting.	Monthly residents meeting.	Monthly resident meeting.	Monthly resident meeting.	Monthly residents meetings, Tai Chi Classes, Movies, Art classes for kids, Bingo, Blood Pressure clinic and Tutoring: Weekly; each Wednesday from 4pm to 6pm.	Monthly residents meetings and Tutoring: Weekly; each Wednesday from 4pm to 6pm. Health Fair.	Monthly residents meeting.

## **Resident Services Programs and Activities**

**June 2017**

### **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. We are collaborating with Career Source Polk in allowing our residents to gain job skills by operating our computer lab.

### **Sewing & Crochet Class**

We have extended the hours of our crochet class this summer from noon to 4pm every Thursday at our West Lake Community Center.

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

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

### **Cecil Gober Villa's**

Our seniors are focusing on health and wellness in the summer months. We now participate in the water aerobics at Kelly Recreational Center on Wednesday mornings.



We are currently looking for a contractor to teach mechanics & welding at our West Lake Community.

### **Upcoming Events**

**Sr. Water Aerobics/Kelly Recreation Center**

**July 5, 2017 & July 26, 2017**

**Anna Maria Island Beach Trip**

**July 19, 2017**

**Bingo & Burgers**

**Sponsored By: Simply Health & IMA Medical Group**

**Cecil Gober Villas**

**July 20, 2017**



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

**June 2017**

The Lakeland Housing Authority (LHA) ROSS Grant Coordinator will continue to create additional partnerships with community-based organizations to assist LHA in sustaining supportive services for our entire public housing population. We will continue our collaboration with our current service providers to establish MOU's for sustainability of services to our residents such as assistance with employment, vocational training, childcare, homeownership opportunities, life skills, educational assistance, mobility counseling and after school tutoring for our children. These kinds of supportive services are needed to supplement cost and services not covered by the ROSS Grant. We are committed to improve the fabric of the neighborhood, the quality of life of our adults, youth, the elderly and disabled residents and community spirit citywide.

As we, all know funding cuts for social programs continues to impact our social safety net leading to the need for creative, local solutions and non-traditional partnerships. We will continue to be creative and innovative in soliciting financial support and through in-kind services.

### **LHA's Summer Youth Activities**

- The Summer Feeding Program for our Youth commenced on June 7, 2017 at five (5) different locations within a half mile of our communities. We have partnered with Blake Academy (our main site for Westlake Homes) KIRM (Keeping It Real Ministries), New Beginning High School, Girl's Inc. ( target site for John Wright), Kindermetics Kid's Camp
- Youth from Westlake Homes was afforded the opportunity to spent two (2) weeks with Circle J. Camps and KIRM's Camp
- The Youth at John Wright Homes and Westlake Homes, who are enrolled in the KID's House Program, were treated to the movie theater every Tuesday and Thursday of each week. In addition the Youth daily schedule included outside recreational activities, such as; volley ball basketball, badminton, volleyball and board games
- The Youth has access to the Westlake Homes computer lab every day of the week, except for the weekends
- During the month, several young girl's from Westlake has been practicing for a talent show and dance contest at Westlake Community Center. On Friday, June 30,2017 at the Coleman Bush building where the event was held, our girls gave their best performance, unfortunately; the girl's dance group from Tampa won the event

### **During the month, the following activities and events took place:**

- HUD's National Father's Day Celebration was held on June 16, 2017 at Westlake Community Center for the 19 fathers at Westlake, John Wright Homes and the Fathers of the LHA Maintenance staff. Coffee, juice, Danish, muffins donuts, fruit and conversations were served. The entire Executive Staff were in attendance
- Attended the Career and Education Fair held at Emma Mae Turner Center on June 16, 2017. Melanie Parham, resident of Westlake Homes was successful in obtaining employment
- LHA Executive Director and Earl Haynes attended the naming of Citrus Connection new bus line in Honor of former Mayor Gow Fields on June 7, 2017
- Participated in Housing and Development (HUD) Standards for Success webinar on June 26, 2017

Father's Day activity and Gow Field Dedication



HGT Developers and Executive Director, Benjamin Stevenson and Property Manager Vanessa Johnson



Kingz Queenz Dance Group



Melanie Parham, resident of Westlake Homes was fortunate to find employment at our job fair on 6/16/17



Respectfully,

*Carlos R. Pizarro An*

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



**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: 07/06/2017

PHA Code:	FL011
PHA Name:	HOUSING AUTHORITY OF THE CITY OF LAKELAND
Fiscal Year End:	12/31/2016

PHAS Indicators	Score	Maximum Score
Physical	34	40
Financial	23	25
Management	25	25
Capital Fund	10	10
Late Penalty Points	0	
<b>PHAS Total Score</b>	<b>92</b>	<b>100</b>
<b>Designation Status:</b>	<b>High Performer</b>	
Published 07/06/2017	Initial published	07/06/2017

Financial Score Details	Score	Maximum Score
Unaudited/Single Audit		
1. FASS Score before deductions	23.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	23.00	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 %	98.41	
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/prodphasinrule.cfm>



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

Lakeland Housing Authority

# PHA Plans

Annual Plan for Fiscal Year 2018

**NOTICE OF PUBLIC MEETINGS AND PUBLIC HEARING**  
**Lakeland Housing Authority**  
**FY 2018 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 9:00 a.m. on each July 6, 2017 and July 20, 2017 at the LHA Administrative Offices, 430 Hartsell Avenue, Lakeland.

**The Public Hearing is scheduled for July 24, 2017 at 8:30 a.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 6, 2017 and ending on July 25, 2017. 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](mailto:cpizarro@lakelandhousing.org) and/or Valerie Brown, Vice-president of Administration, at [vbrown@lakelandhousing.org](mailto:vbrown@lakelandhousing.org) and/or Florida Relay services at 711 and/or by visiting: [www.LakelandHousing.org](http://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 6, 2017.

L2018 06/06; 2017-Public and Legal Notice



<b>Streamlined Annual PHA Plan</b> <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> <b>PHA Name:</b> <u>The Housing Authority of the City of Lakeland</u> <b>PHA Code:</b> <u>FL011</u>  <b>PHA Type:</b> <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): January 1, 2018  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> <u>313</u> <b>Number of Housing Choice Vouchers (HCVs)</b> <u>1540</u>  <b>Total Combined</b> <u>1858</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission         </p> <p> <b>Availability of Information.</b> 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"/> <b>PHA Consortia:</b> (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

(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 for the Micro-Cottages at Williamstown only

**ADMIN PLAN – HCV**

Provision	Mandatory or Discretionary	Explanation	Included in the Admin Plan
Working Family Preference	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.	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	Yes



			for PHAs to track family member changes in employment over a 4-year period.	
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
Housing Quality Standards Reinspection Fees	Discretionary		This provision offers PHAs the option to establish a reasonable fee to owners for a reinspection under two circumstances: (1) if an owner notifies the PHA that a deficiency cited in the previous inspection has been repaired and a reinspection reveals that it has not and/or (2) if the allotted time for repairs has elapsed and a reinspection reveals that any deficiency cited in the previous inspection that the owner is responsible for repairing has not been corrected. – LHA intends to adopt this policy but there is not enough guidance on how to collect from Landlords if they refuse to pay.	No
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

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.

<b>Financial Resources: Planned Sources and uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY2018 grants)</b>	Draft numbers (Not Final)	
a) Public Housing Operating Fund	\$1,379,886	PH Development/ Modernization/ Job Readiness
b) Public Housing Capital Fund	\$2,266,297	Modernization and Development
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$8,100,000	Voucher, VASH, M5, TP, etc....
d) Resident Opportunity and Self-Sufficiency Grants		
<b>Other Federal Grants (list below)</b>		
Low Income Housing Tax Credits (SAIL)	\$5,298,200	Redevelopment of PH
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>CFP 2017</b>	\$551,967	Modernization and PH Development
<b>CFP 2016</b>	\$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
<b>3. Public Housing Dwelling Rental Income</b>	\$282,000	PH
<b>4. Other income (list below)</b>		
Investment Income	\$2,616,455.01 Unaudited	PH
Entrepreneurial Activities	\$0.00	PH & Section 8
<b>Total resources</b>	\$22,250,099	

**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 anticipates applying for additional Low Income Housing Tax Credits (LIHTC) for Phase 2 and 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:** LHA has an approximately 3 acres of land at Williamstown Boulevard. The authority is seeking to develop 48 affordable housing units and a community building with a combination of RHF funds from FY 2009 – 2014 and/or HOPE VI funds. This project is currently under construction.
- **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. Work is in progress, during the 2017 Fiscal year, the agency started replacing the kitchen and bathroom cabinets and floors of each unit in addition to painting all the units.
- **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 (First 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.

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 year 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 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). 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. 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

3. Application status (select one)

Approved

Submitted, pending approval

Planned application

4. Date application approved, submitted, or planned for submission: 11/14/2014

5. Number of units affected: 12 (Sold 5)

6. Coverage of action (select one)

Part of the development

Total development:

7. Timeline for activity: 48 months

a. Actual or projected start date of activity: 7/1/2012 b. Projected end date of activity: 12/31/2019

Note\*: Section 32 Approved Disposition

#### Table #2 Demolition/Disposition/Modernization Activity Description

1a. Development name: West Lake Apartments

1b. Development (project) number: FL01100001

2. Activity type: Demolition

Disposition:

3. Application status (select one) Approved

Submitted, pending approval

Planned application

4. Date application approved, submitted, or planned for submission: 4/26/2017

5. Number of units affected: 120

6. Coverage of action (select one)

Part of the development

Total development:

7. Timeline for activity:

a. Actual or projected start date of activity: 1/01/2011

b. Projected end date of activity: 12/31/2021

Note\*: SAIL LIHTC Approved Phase I

#### Table #3 Modernization Activity Description

1a. Development name: Cecil Gober Villas

1b. Development (project) number: FL01100001

2. Activity type: Demolition Disposition Modernization:

3. Application status (select one) Approved

Submitted, pending approval

Planned application:

4. Date application approved, submitted, or planned for submission: 12/1/2015

5. Number of units affected: 37

6. Coverage of action (select one)

Part of the development

Total development: X  
7. Timeline for activity:  
a. Actual or projected start date of activity: 12/01/2015  
b. Projected end date of activity: 12/31/2018  
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: 10/20/2015  
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: 12/31/2015  
b. Projected end date of activity: 12/31/2019  
Note\*: N/A

Table #5 Demolition/Disposition/Modernization Activity Description

1a. Development name: W. 10th Street, 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: 5/15/2015  
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: 4/20/2015  
b. Projected end date of activity: 12/31/2017  
Note\*: **sold**

Table #6 Demolition/Disposition/Modernization Activity Description

1a. Development name: Vacant Parcel 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: 7/21/2014  
b. Projected end date of activity: 12/31/2019  
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.

	<p>LHA's PBV criteria and procedures will propose the use of these resources in ways that facilitate achievement of its overall housing goals in general and the mobilization of potential relocation resources in particular, to address the housing needs of LHA families at developments slated to be redeveloped, including, but not limited to, the Cecil Gober Villas, Dakota Park (Carrington Place) and Westlake Apartments projects and/or other similar situations.</p> <p>Under the HUD Asset Management Model, some of LHA's developments are not financially sustainable because insufficient Annual Contract Contribution (ACC) subsidy is received from HUD to support their operations. LHA is currently evaluating options for restructuring the properties; possibly seeking to convert these properties to Project- based Section 8 communities. Furthermore, LHA is considering under the</p> <p>LHA may project-base units within the Carrington Place Development project.</p> <p>LHA 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.</p>
<p><b>B.3</b></p>	<p><b>Progress Report.</b> Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>The Housing Authority of the City of Lakeland is meeting its Mission to provide quality, affordable housing and self-sufficiency opportunities in an effective and professional manner by passing every HUD REAC inspection and staying in compliance with HUD, State and Local rules and regulations. Additionally, we are actively working on meeting our goals as follow:</p> <p>Goal #1: Increase the number of affordable housing units by at least 30%. We were 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.</p> <p>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.</p> <p>Maintain a public housing vacancy rate of 2% or less. LHA has been able to maintain the vacancy at or below 2%. Maintain an average work order response time of less than three days. Collect at least 97% of the rent and other charges excluding fraud recovery and major tenant abuse due to LHA. Reduce utility usage (including water) by 25% by December 31, 2018.</p> <p>Maintain a Section 8 lease-up rate of at least 98% while not exceeding HUD limitations. Continue and improve task tracking / management by objectives. Enhance internal operations to reduce costs, improve efficiencies, and become even more effective and professional.</p> <p>Goal #3: Maintain and improve our public image through enhanced communication, coordination, and accountability with outside entities, among the staff and with residents.</p> <p>Goal #4: Be the premier innovative and effective affordable housing provider in Florida. Develop and build 48 Near Elderly (Over 55) Public Housing Units in the Williamstown 3 acres vacant lot using the HOPE VI grant, which will allow LHA to close out the HOPE VI grant by December 30, 2017. Apply for additional housing choice vouchers as they become available.</p> <p>Seek out new funding opportunities as they become available including but not limited to LIHTC. Develop and build new communities in all LHA owned land or parcels and re-develop the West Lake Apartments community, Carrington Place and Renaissance at Washington Ridge.</p> <p>Assist at least 7 families into homeownership through the Public Housing Homeownership Program, the HOPE VI Program, or other programs by December 31, 2018.</p> <p>Incorporate non-traditional entrepreneurial methods and practices that positively impact affordable housing in LHA's jurisdiction. Incorporate financially feasible Green and Sustainability Best Practices in all future developments. Obtain at least \$100 million in grants and/or leveraging from all sources by December 31, 2018.</p> <p>Goal #5: Increase and encourage the self-sufficiency efforts of all residents. (On-going) Increase the usage of LHA educational and computer literacy programs by 25% by December 31, 2018. Substantially increase the number of LHA seniors and people with disabilities using LHA sponsored programs by December 31, 2018.</p> <p>Goal #6: Maintain a high level of employee relations and morale. (On-going)</p> <p>Enhance lines of communications through staff meetings and other necessary internal communications to provide updates and progress reports about agency activities.</p> <p>Continue to reward performance through the timely implementation of a performance management system.</p> <p>Encourage and support staff partaking in training and continuing education opportunities to the greatest degree possible within funding constraints.</p> <p>Conduct an annual employee satisfaction survey.</p>

<b>B.4.</b>	<p><b>Most Recent Fiscal Year Audit.</b></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>
<b>Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b></p> <p>See attached: <a href="#">Form 50077-ST-HCV-HP</a>, <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>
<b>C.2</b>	<p><b>Civil Rights Certification.</b></p> <p>See attached: <a href="#">Form 50077-ST-HCV-HP</a>, <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>
<b>C.3</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></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>
<b>C.4</b>	<p><b>Certification by State or Local Officials.</b></p> <p>See attached: <a href="#">Form HUD 50077-SL</a>, <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>
<b>D Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).	
<b>D.1</b>	<p><b>Capital Improvements.</b> 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><b>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 13, 2016. LHA has four (5) active CFP grants. The grants are CFP 2013, CFP 2014, CFP 2015, CFP 2016 and CFP 2017. LHA also has four (5) CFP grants</b></p>

	<b>that are fully expended but still showing within eLOCCS until the grants are officially closed out. CFP grants awaiting closeout are CFP 2009 – 2012.</b>
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## 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](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.”

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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.

**Capital Fund Program—Five-Year Action Plan**

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

OMB No. 2577-0226

**Part I: Summary**      Housing Authority of the City of Lakeland FL011 (Lakeland/Polk County, Florida)

PHA Name/Number	Development Number and Name	Work Statement for Year 1 FFY _____ 2017 _____	Locality (City/County & State) Work Statement for Year 2 FFY 2018	Original 5-Year Plan			Revision No: Work Statement for Year 5 FFY 2021
				Work Statement for Year 3 FFY 2019	Work Statement for Year 4 FFY 2020	Work Statement for Year 5 FFY 2021	
B.	Physical Improvements Subtotal		Annual Statement \$4,505,994.00	\$1,415,549.00	\$209,622.00	\$2,020,417.00	
C.	Management Improvements		\$36,192.00	\$35,482.00	\$34,786.00	\$34,104.00	
D.	PHA-Wide Non-dwelling Structures and Equipment		\$73,713.00	\$35,563.00	\$16,957.00	\$14,700.00	
E.	See		\$461,585.00	\$148,659.00	\$26,137.00	\$206,922.00	
F.	Annual		\$0.00	\$0.00	\$0.00	\$0.00	
G.	Statement		\$923,170.00	\$297,318.00	\$52,274.00	\$413,844.00	
H.	Demolition		\$0.00	\$0.00	\$0.00	\$0.00	
I.	Development		\$1,934,034.00	\$1,781,197.00	\$1,850,000.00	\$1,300,000.00	
J.	Capital Fund Financing – Debt Service		\$0.00	\$0.00	\$0.00	\$0.00	
K.	Total CFP Funds		\$6,000,654	\$1,932,571.00	\$339,776.00	\$2,689,987.00	
L.	Total Non-CFP Funds		\$1,934,034.00	\$1,781,197.00	\$1,850,000.00	\$1,300,000.00	
M.	Grand Total		\$7,934,688.00	\$3,713,768.00	\$2,189,776.00	\$3,989,987.00	

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary (Continuation) Housing Authority of the City of Lakeland FL011 (Lakeland/Polk County, Florida)**

PHA Name/Number Development Number and Name	Locality (City/county & State)		Original 5-Year Plan		Revision No:
	Work Statement for Year 1 FFY 2016	Work Statement for Year 2 FFY 2017	Work Statement for Year 3 FFY 2018	Work Statement for Year 4 FFY 2019	Work Statement for Year 5 FFY 2020
Annual Statement					

The following changes have been made in the 2017 Admin Plan for the Lakeland Housing Authority:

Provision	Mandatory or Discretionary	Explanation	Included in the Admin Plan
Working Family Preference	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.	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	Yes

		PHAs to track family member changes in employment over a 4-year period.	
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	No

		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.	
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

DRAFT

**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



**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, \_\_\_\_\_, the \_\_\_\_\_  
*Official's Name* *Official's Title*

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

**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** pursuant to 24 CFR Part 9  
*Local Jurisdiction Name*

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

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

Name of Authorized Official	Title
Signature	Date

**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, 2018**, 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 **2018**

\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_

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

\_\_\_\_\_  
Name of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

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

**Re: Resolution #(to be determined)**

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 2018 Agency Plan including but not limited to the Administrative Plan for the Housing Choice Voucher and the ACOP for the Public Housing Program 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, Admin Plan for the HCV Program and the ACOP for the Public Housing Program) 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:**

- *2018 Agency Plan and required HUD forms*

## **2018 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 for this year's Plan was held at 9:00 a.m. on both July 6, 2017 and July 20, 2017 at the LHA Administration building. These meetings were followed by a Public Hearing on July 24, 2017 at 8:30 a.m. also at the LHA Administration building.

The process to develop LHA's 2018 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.**

**APPROVING THE 2018 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 both its *Administration Plan* and its *Admissions and Continued Occupancy Plan*, collectively referred to as the *Agency Plan*; and

**WHEREAS**, the Housing Authority of the City of Lakeland circulated the 2018 *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 2018 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. , dated .

Attested by:

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

\_\_\_\_\_  
**Michael Pimentel, Chairman**

*(Placeholder to insert HUD Forms 50075-HP and 50077)*

DRAFT

# **ADMINISTRATION REPORT**

◀ **Finance**





TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie Brown, VP of Administration

DATE: July 10, 2017

RE: June 2017 Financial Statements

I have attached the Statements of Operations, Balance Sheets and Cash Flows for period ending June 25, 2017 for the following entities:

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

These statements are unaudited and compiled from LHA Finance.

*Valerie Brown*

Valerie Brown, PMP  
VP of Administration  
Lakeland Housing Authority



## Monthly Statement of Operations Narrative Summary Report

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**RE: For the current month and five months (Year to Date) ended June 25, 2017**

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

1. Central Office Cost Center (COCC):
  - A. COCC has a Net Operating Income (NOI) of -\$10,899 for the period and \$51,028 for year-to-date.
2. Section 8 Housing Choice Voucher (HCV) Program:
  - A. HCV Administration has a NOI of -\$22,866 for Program Administration and -\$149,491 for Housing Assistance Payment.
  - B. The loss is due to delays in receiving port in HAP from other housing agencies.
  - C. HCV also has HUD-held reserves for \$206,692.43.
3. Public Housing (AMP 1: WestLake Apartments, John Wright Homes and Cecil Gober Villas):
  - A. NOI is \$82,268 for the year before depreciation.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place:
  - A. Carrington Place's NOI is \$5,747 for the period before depreciation and -\$109 year-to-date. Year-to-Date NOI continues to be negative despite HUD providing the property additional operating subsidy in April and May 2017 to compensate the authority for underpayments during first quarter 2017.
  - B. Note that rent collection continues to be higher than the budget for both the period and year-to-date.
5. Renaissance at Washington Ridge LTD., LLLP:
  - A. The NOI is \$86,077 before depreciation.
6. Colton Meadow LLLP:
  - A. The NOI for Colton Meadow is \$28,281 before depreciation.
7. Bonnet Shores LLLP:
  - A. Villas at Lake Bonnet's NOI is \$1,348 before depreciation for year-to-date.
8. The Manor at West Bartow:
  - A. The property has a NOI of \$51,453 before depreciation.
9. Hampton Hills
  - A. This property has a NOI of \$5,200 for the year before depreciation.





10. YouthBuild

- A. YouthBuild has a NOI of -\$2,148 for the period and -\$18,681 for year-to-date before depreciation. The negative NOI is because funds received for YouthBuild from other grants have not been transferred from the PHA master account. See YouthBuild's Balance Sheet for details.

Conclusion: HUD recognized that it had under subsidized AMPs 1-4 during calendar year 2016. Although HUD has adjusted the 2017 subsidy payments to cover the shortfall, all HUD programs are operating under the continuing resolution until Congress approves the budget. HUD has reduced the Section 8 program income until all the reserves are used.



**Lakeland Housing Authority  
Central Office Cost Center  
Statement of Operations  
For the Current Month and Five Months Ended June 25, 2017**

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	750.00	750.00	-	0.00%	5,005	4,500	505	11.22%	9,000
Public Housing & Sec 8 Management Income	28,523	28,703	(180)	-0.63%	171,141	172,219	(1,078)	-0.63%	344,438
Other Income	20,470	21,608	(1,138)	-5.27%	177,240	129,645	47,595	0.37	259,290
Grants Salary Cont.(YB-Director)	1,000	1,000	-	0.00%	6,000	6,000	-	0.00%	12,000
Front Line Activities and Other	5,000	5,000	-	0.00%	30,000	30,000	-	0.00%	60,000
Capital Fund Allocation (1410)	3,000	3,000	-	0.00%	18,000	18,000	-	0.00%	36,000
<b>Total Revenue</b>	<b>58,743</b>	<b>60,061</b>	<b>(1,318)</b>	<b>-2.19%</b> 1	<b>407,386</b>	<b>360,364</b>	<b>47,022</b>	<b>13.05%</b>	<b>720,728</b>
Tenant Services	-	-	-	#DIV/0!	-	-	-	#DIV/0!	-
Administrative Expenses	67,215	57,293	9,922	17.32% 2	344,624	343,756	868	0.25%	687,511
Utility Expense	-	520	(520)	-100.00% 3	-	3,117	(3,117)	-100.00%	6,234
Maintenance Expense	1,213	937	277	29.52% 4	4,449	5,621	(1,172)	-20.85%	11,243
General Expenses	812	1,254	(442)	-35.25% 5	4,872	7,525	(2,653)	-35.25%	15,050
Financing Expenses	-	-	-		-	-	-		-
Total Expense before depreciation	69,240	60,003	9,237	15.39%	353,945	360,019	(6,074)	-1.69%	720,039
<b>Operating Income (Loss) before Depreciation</b>	<b>(10,497)</b>	<b>57</b>	<b>(10,555)</b>	<b>-18371.88%</b> 6	<b>53,440</b>	<b>345</b>	<b>53,096</b>	<b>15403.20%</b>	<b>689</b>
Depreciation	402	523	(121)	-23.14%	2,412	2,615	(203)	-7.76%	6,276
<b>Total Expense</b>	<b>69,642</b>	<b>60,526</b>	<b>9,116</b>	<b>15.06%</b>	<b>356,357</b>	<b>362,634</b>	<b>(6,277)</b>	<b>-1.73%</b>	<b>726,315</b>
<b>Net Operating Income (Loss)</b>	<b>(10,899)</b>	<b>(466)</b>	<b>(10,434)</b>	<b>2241.18%</b> 6	<b>51,028</b>	<b>(2,270)</b>	<b>53,299</b>	<b>-2347.65%</b>	<b>(5,587)</b>

Comments

- 1 Variance reflects year to date total revenue is higher than expected.
- 2 Variance reflects higher than budgeted expenses for the current month, however year to date expenses are in line with the budget.
- 3 No expenses recorded yet.
- 4 Variance reflects higher than budgeted expenses for the current month, however year to date expenses are lower than expected.
- 5 Variance reflects lower than budgeted expenses for the current month and year to date.
- 6 Variance reflects year to date total revenue is higher than expected.

**Lakeland Housing Authority  
Central Office Cost Center  
Balance Sheet  
June 27, 2017**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	12,719.29
Cash-Payroll	<u>48,302.08</u>
Total Unrestricted Cash	<u>61,021.37</u>
 TOTAL CASH	 <u>61,021.37</u>
 ACCOUNTS AND NOTES RECEIVABLE	
Cash - Vending	2,336.00
Due from Hampton Hills	172.59
Due from Polk County Housing	14.47
Due from Arbor Manor LTD	1,529.00
A/R - Youthbuild DOL	76,302.46
A/R - Capital Fund Grants/HUD	48,000.00
TOTAL DUE FROM	<u>128,354.52</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>128,354.52</u>
 OTHER CURRENT ASSETS	
Prepaid Insurance	<u>4,872.35</u>
TOTAL OTHER CURRENT ASSETS	<u>4,872.35</u>
 TOTAL CURRENT ASSETS	 <u>194,248.24</u>
 NONCURRENT ASSETS	
FIXED ASSETS	
Furniture & Fixtures	11,185.60
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-25,799.06
Intangible Assets	<u>7,969.38</u>
TOTAL FIXED ASSETS (NET)	<u>7,969.38</u>
TOTAL NONCURRENT ASSETS	<u>7,969.38</u>
 TOTAL ASSETS	 <u>202,217.62</u>

**LIABILITIES & EQUITY**

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	3,597.19
Workers Compensation	-0.02
401 Plan Payable	7,545.85
457 Plan Payable	165.55
Aflac Payable	2,387.31
Other Current Liabilities	65,458.31
Accrued Audit Fees	2,750.00
Due to Federal Master	2,756,937.70
Due to West Lake Mgmt.	46,210.18
Due to Polk County Developers, Inc.	253,800.00
Accrued Compensated Absences-Current	<u>12,793.07</u>
TOTAL CURRENT LIABILITIES	<u>3,151,645.14</u>
 NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	<u>23,758.55</u>
TOTAL NONCURRENT LIABILITIES	<u>23,758.55</u>
 TOTAL LIABILITIES	 <u>3,175,403.69</u>
 EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-2,973,186.07</u>
TOTAL RETAINED EARNINGS:	<u>-2,973,186.07</u>
 TOTAL EQUITY	 <u>-2,973,186.07</u>
 TOTAL LIABILITIES AND EQUITY	 <u>202,217.62</u>

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

**For the Current Month and Five Months Ended June 27, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	-569.97	12,719.29	13,289.26
Cash-Payroll	69,810.21	48,302.08	-21,508.13
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	2,336.00	2,336.00	0.00
<b>Total Cash</b>	<b>71,576.24</b>	<b>63,357.37</b>	<b>-8,218.87</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	51,913.90	12,719.29	-39,194.61
Cash-Payroll	4,704.11	48,302.08	43,597.97
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	1,831.00	2,336.00	505.00
<b>Total Cash</b>	<b>58,449.01</b>	<b>63,357.37</b>	<b>4,908.36</b>

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Statement of Operations - Program Administration**  
**For the Current and Six Months Ended June 25, 2017**

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue	58,962	62,998	(4,036)	-6.41%	355,228	377,988	(22,760)	-6.02%	755,976
Other Income	479	6	474	8117.77%	11,207	35	11,172	31919.09%	70
<b>Total Revenue</b>	<b>59,442</b>	<b>63,004</b>	<b>(3,562)</b>	<b>-5.65%</b>	<b>366,434</b>	<b>378,023</b>	<b>(11,589)</b>	<b>-3.07%</b>	<b>756,046</b>
Administrative Expenses	75,392	62,310	13,082	21.00%	384,074	373,860	10,213	2.73%	747,720
Tenant Services	-	-	-	-	37	-	37	-	-
Utilities	-	334	(334)	-100.00%	-	2,005	(2,005)	-100.00%	4,010
Maintenance Expense	960	229	731	319.07%	2,343	1,375	968	70.38%	2,750
General Expenses (Insurance, etc.)	46,513	130	46,383	35564.93%	67,751	783	66,969	8558.32%	1,565
Total Expense before Depreciation	122,865	63,004	59,862	95.01%	454,205	378,023	76,182	20.15%	756,045
Repayment Agreements	(46,383)	-	(46,383)	-	(66,969)	-	(66,969)	-	-
<b>Operating Income (Loss) before Depreciation</b>	<b>(17,041)</b>	<b>0</b>	<b>(63,424)</b>		<b>(20,802)</b>	<b>0</b>	<b>(20,802)</b>	<b>-7429339.28%</b>	<b>1</b>
Depreciation	344	-	344	-	2,064	-	2,064	-	-
<b>Total Expense</b>	<b>123,209</b>	<b>63,004</b>	<b>60,206</b>	<b>95.56%</b>	<b>456,269</b>	<b>378,023</b>	<b>78,246</b>	<b>20.70%</b>	<b>756,045</b>
<b>Net Operating Income (Loss)</b>	<b>(17,385)</b>	<b>0</b>	<b>(17,385)</b>	<b>-37254057.13%</b>	<b>(22,866)</b>	<b>0</b>	<b>(22,866)</b>		<b>1</b>

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Statement of Operations - Housing Assistance Payments (HAP)**  
**For the Current and Six Months Ended June 25, 2017**

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	729,564	716,667	12,897	1.80%	4,387,100	4,300,000	87,100	2.03%	8,600,000
Port In HAP Reimbursements Received	(291)	9,333	(9,624)	-103.12%	986	56,000	(55,014)	-98.24%	112,000
Other income	5,493	-	479	0.00%	43,473	-	43,473	0.00%	-
<b>Total Revenue</b>	<b>734,766</b>	<b>726,000</b>	<b>8,766</b>	<b>1.21%</b>	<b>4,431,558</b>	<b>4,356,000</b>	<b>75,559</b>	<b>1.73%</b>	<b>8,712,000</b>
Housing Assistance Payments	683,629	695,000	(11,371)	-1.64%	4,325,985	4,170,000	155,985	3.74%	8,340,000
Tenant Utility Reimbursement	27,209	20,417	6,792	33.27%	173,438	122,500	50,938	41.58%	245,000
Port Out HAP Payments	15,422	6,250	9,172	146.75%	101,119	37,500	63,619	169.65%	75,000
FSS Escrow Payments	(22,705)	2,667	(25,372)	-951.44%	(19,493)	16,000	(35,493)	-221.83%	32,000
<b>Operating Expenses Before Depreciation</b>	<b>703,555</b>	<b>724,333</b>	<b>(20,778)</b>	<b>-2.87%</b>	<b>4,581,049</b>	<b>4,346,000</b>	<b>235,049</b>	<b>5.41%</b>	<b>8,692,000</b>
Depreciation	-	350	(350)	-100.00%	-	2,100	(2,100)	-100.00%	4,200
Total Expense	703,555	724,683	(21,128)	-2.92%	4,581,049	4,348,100	232,949	5.36%	8,696,200
<b>Net Operating Income (Loss)</b>	<b>31,211</b>	<b>1,317</b>	<b>29,895</b>	<b>2270.53%</b>	<b>(149,491)</b>	<b>7,900</b>	<b>(157,391)</b>	<b>-1992.34%</b>	<b>15,800</b>

Comments

- 1 Variance reflects reclassifications and repayment agreements.
- 2 Variance reflects expenses less than the budget.
- 3 Variance is due to costs associated with janitorial supplies and cleaning. Also, expenses related to the inspection department.
- 4 Variance is a result of costs associated with bad debt, this variance will be reclassified to a suspense account per HUD rules.
- 5 Variance is due to LHA absorbing clients from other housing agencies. HUD also increased the utility allowances for Polk County.
- 6 Variance is due to clients porting their vouchers to other housing agencies.
- 7 NOI continues is negative year to date because the HCV program still has HUD held reserves.

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Balance Sheet**  
**as of June 25, 2017**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	24,311.88
Cash Operating 2B	182,380.55
Total Unrestricted Cash	<u>206,692.43</u>
Restricted Cash	
Cash Restricted - FSS Escrow	62,906.35
Total Restricted Cash	<u>62,906.35</u>
<b>TOTAL CASH</b>	<u>269,598.78</u>

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	-30,163.56
Accrued Audit Fees	43,876.19
Due to Federal Master	180,561.29
Due to Section 8	-31,456.92
Tenant Prepaid Rents	18,278.46
State of FL Unclaimed Funds	33,224.76
Accrued Compensated Absences-Current	4,100.71
<b>TOTAL CURRENT LIABILITIES</b>	<u>218,420.93</u>

**ACCOUNTS AND NOTES RECEIVABLE**

A/R-Tenants/Vendors	114,806.46
Allowance for Doubtful Accounts-Tenants/Vendors	-66,968.85
AR-TPA/Fraud Recovery	69,246.17
A/R WF Dec ACH	3,400.10
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	-6,192.00
Due from Section 8 Mainstream	-31,456.92
<b>TOTAL DUE FROM</b>	<u>-31,456.92</u>
A/R-Other Government	1,068.74
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u>83,903.70</u>

**NONCURRENT LIABILITIES**

Accrued Compensated Absences-LT	7,615.60
FSS Due to Tenant Long Term	62,906.35
<b>TOTAL NONCURRENT LIABILITIES</b>	<u>70,521.95</u>

**OTHER CURRENT ASSETS**

Prepaid Insurance	782.52
Prepaid Software Licenses	2,178.07
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>2,960.59</u>
<b>TOTAL CURRENT ASSETS</b>	<u>356,463.07</u>

**TOTAL LIABILITIES**

288,942.88

**NONCURRENT ASSETS**

<b>FIXED ASSETS</b>	
Furniture & Fixtures	26,461.08
Accum Depreciation- Misc FF&E	-26,320.97
Intangible Assets	
<b>TOTAL FIXED ASSETS (NET)</b>	<u>140.11</u>
Non-Dwelling Equipment	2,406.00
<b>TOTAL NONCURRENT ASSETS</b>	<u>2,546.11</u>

**EQUITY**

<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	70,066.30
<b>TOTAL RETAINED EARNINGS:</b>	<u>70,066.30</u>
<b>TOTAL EQUITY</b>	<u>70,066.30</u>

**TOTAL ASSETS**

359,009.18

**TOTAL LIABILITIES AND EQUITY**

359,009.18



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

**For the Current and Six Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	19,424.80	24,311.88	4,887.08
Cash-Payroll	14,098.45	0.00	-14,098.45
Cash Operating 2B	200,416.76	182,380.55	-18,036.21
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
Port Ins	0.00	0.00	0.00
Cash Restricted - FSS Escrow	85,591.13	62,906.35	-22,684.78
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>319,531.14</b>	<b>269,598.78</b>	<b>-49,932.36</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	43,402.85	24,311.88	-19,090.97
Cash-Payroll	5,403.19	0.00	-5,403.19
Cash Operating 2B	1,164,595.57	182,380.55	-982,215.02
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
Port Ins	0.00	0.00	0.00
Cash Restricted - FSS Escrow	98,962.87	62,906.35	-36,056.52
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>1,312,364.48</b>	<b>269,598.78</b>	<b>-1,042,765.70</b>

**Lakeland Housing Authority**  
**Public Housing (AMP 1)**  
**Statement of Operations**  
**For the Current and Six Months Ended June 25, 2017**

	Current Month				Year to Date				Annual Budget	
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Rental Income	31,674	26,500	5,174	19.52%	1	161,311	159,000	2,311	1.45%	318,000
Other Tenant Income	456	1,868	(1,412)	-75.59%	2	6,227	11,209	(4,982)	-44.45%	22,418
Government Subsidy Income	92,221	58,130	34,091	58.65%	3	388,331	348,780	39,551	11.34%	697,560
Interest Income Restricted	9,138	7,750	1,388	17.91%	4	54,810	46,500	8,310	17.87%	93,000
Other Income	-	1,085	(1,085)	-100.00%		-	6,507	(6,507)	-100.00%	13,015
<b>Total Revenue</b>	<b>133,489</b>	<b>95,333</b>	<b>38,156</b>	<b>40.02%</b>		<b>610,679</b>	<b>571,997</b>	<b>38,683</b>	<b>6.76%</b>	<b>1,143,993</b>
Administrative Expenses	39,955	45,530	(5,575)	-12.24%	5	245,547	273,182	(27,635)	-10.12%	546,364
Tenant Services Expenses	683	869	(186)	-21.42%	5	2,749	5,213	(2,464)	-47.26%	10,425
Utility Expense	8,849	9,003	(153)	-1.70%	6	62,242	54,017	8,225	15.23%	108,035
Maintenance and Development Expense	36,160	29,642	6,519	21.99%	7	168,762	177,850	(9,088)	-5.11%	355,699
General Expenses	5,544	6,652	(1,108)	-16.66%	5	36,940	39,911	(2,971)	-7.44%	79,821
Housing Assistance Payments	3,347	2,943	404	13.74%	7	12,171	17,656	(5,485)	-31.07%	35,312
Transfer Out	-	-	-			-	-	-		-
Operating expense before Depreciation	94,539	94,638	(99)	-0.11%		528,411	567,828	(39,417)	-6.94%	1,135,657
<b>Net Operating Income (Loss)</b>	<b>38,951</b>	<b>695</b>	<b>38,256</b>	<b>5506.74%</b>		<b>82,268</b>	<b>4,168</b>	<b>78,100</b>	<b>1873.68%</b>	<b>8,337</b>
Depreciation	13,310	44,611	(31,302)	-70.17%		79,858	267,668	(187,810)	-70.17%	535,336
Capital Replacement Items	-	-	-			-	-	-		-
<b>Total Expenses</b>	<b>107,848</b>	<b>139,249</b>	<b>(31,401)</b>	<b>-22.55%</b>		<b>608,269</b>	<b>835,496</b>	<b>(227,227)</b>	<b>-27.20%</b>	<b>1,670,992</b>
<b>Net Income (Loss)</b>	<b>25,641</b>	<b>(43,917)</b>	<b>69,558</b>	<b>-158.39%</b>		<b>2,410</b>	<b>(263,500)</b>	<b>265,910</b>	<b>-100.91%</b>	<b>(526,999)</b>

**Comments**

- 1 Property consists of 177 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income remains consistent with the budget.
- 2 Variance reflects less damage to units and timely payment of rent.
- 3 Subsidy received from HUD continues to be greater than anticipated.
- 4 Variance is a result of interest received on mortgages for Colton Meadow and the Villas at Lake Bonnet.
- 5 Variance is due to expenses being less than budgeted.
- 6 Utility expenses for the year continue to be higher than budgeted due to costs associated with electricity, water, and sewer.
- 7 Variance for the period is due to timing of expenses.

**Lakeland Housing Authority**  
**Public Housing (AMP 1)**  
**Balance Sheet**  
**June 25, 2017**

<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
<b>CASH</b>		<b>LIABILITIES</b>	
Unrestricted Cash		<b>CURRENT LIABILITIES</b>	
Cash Operating 1	2,394,738.69	A/P Vendors and Contractors	9,493.60
Petty Cash	500.00	Tenant Security Deposits	49,013.00
Petty Cash Public Housing	300.00	Security Deposit-Pet	1,500.00
Total Unrestricted Cash	2,395,538.69	Accrued PILOT	29,443.18
Restricted Cash		Accrued Audit Fees	51,093.54
Cash Restricted-Security Deposits	50,513.00	Due to Federal Master	-374,572.87
Cash Restricted - FSS Escrow	11,413.40	Due to YB-2014	-76,756.98
Total Restricted Cash	61,926.40	HOPE VI Funds on Hand	249,952.85
		Due to Magnolia Pointe	155,869.65
<b>TOTAL CASH</b>	2,457,465.09	Resident Participation Funds - LHA	-514.01
		Tenant Prepaid Rents	6,477.44
<b>ACCOUNTS AND NOTES RECEIVABLE</b>		Accrued Compensated Absences-Current	3,377.86
A/R-Tenants/Vendors	19,664.40	<b>TOTAL CURRENT LIABILITIES</b>	257,891.22
Allowance for Doubtful Accounts-Tenants/Vendors	-4,370.14		
AR-TPA/Fraud Recovery	15,707.53		
Due from Commercial Lot	11,320.77		
Due from West Lake	-85,813.64		
Due from West Lake Addition	-128,224.12		
Due from John Wright Homes	-23,566.72		
Due from Cecil Gober	-149,986.38		
Due from Paul Colton	243.75		
Due from Arbor Manor	1,697.24		
A/R - ROSS/HUD	7,526.52		
Due from Hampton Hills	2,899.25		
Due from Polk County Housing	61.25		
Due from Arbor Manor LTD	188.49		
Due from West Lake Management, LLC	124,711.11		
A/R - Capital Fund Grants/HUD	100,141.24		
Due from Development-General	448,653.03		
Due from Development-Williamstown	1,483.34		
Due from Development-10th Street	-1,320,637.50		
Due From Public Housing Reserve	86,725.17		
Due From FSS	31,224.87		
Due from Section 8 HCV	180,561.29		
Due from Central Office Cost Center	2,756,937.71		
<b>TOTAL DUE FROM</b>	2,046,146.67		
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	341,399.38		
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	4,182,269.84		
		<b>NONCURRENT LIABILITIES</b>	
<b>OTHER CURRENT ASSETS</b>		Accrued Compensated Absences-LT	6,273.16
Eviction Deposit Acct.	1,000.00	FSS Due to Tenant Long Term	11,413.40
Prepaid Expenses and Other Assets	646.80	Notes Payable-LT	303,000.00
Prepaid Insurance	33,521.80	<b>TOTAL NONCURRENT LIABILITIES</b>	320,686.56
Prepaid Software Licenses	4,873.73		
Insurance Deposit	37,400.00	<b>TOTAL LIABILITIES</b>	578,577.78
Utility Deposit - Electric	2,600.00		
<b>TOTAL OTHER CURRENT ASSETS</b>	80,042.33		
<b>TOTAL CURRENT ASSETS</b>	6,719,777.26		
		<b>EQUITY</b>	
<b>NONCURRENT ASSETS</b>		<b>RETAINED EARNINGS</b>	
<b>FIXED ASSETS</b>		Invested in Capital Assets-Net of Debt	5,668,053.00
Land	1,466,869.23	Retained Earnings-Unrestricted Net Assets	3,273,921.86
Buildings	388,223.77	<b>TOTAL RETAINED EARNINGS:</b>	8,941,974.86
Machinery & Equipment	6,687.73		
Automobiles	200,268.20	<b>TOTAL EQUITY</b>	8,941,974.86
Site Improvement-Infrastructure	582,079.00		
Accum Depreciation-Buildings	-9,533,546.79		
Accum Depreciation- Misc FF&E	-343,551.70		
Accum Depreciation-Infrastructure	-582,453.00		
Intangible Assets			
<b>TOTAL FIXED ASSETS (NET)</b>	-7,815,423.56		
Fees & Costs - Architect & Engineering	72,255.82		
Site Improvement	3,945,759.65		
Dwelling Structures	5,154,722.42		
Dwelling Equipment	26,717.87		
Non-Dwelling Structures	679,307.53		
Non-Dwelling Equipment	737,435.65		
<b>TOTAL NONCURRENT ASSETS</b>	2,800,775.38		
<b>TOTAL ASSETS</b>	9,520,552.64	<b>TOTAL LIABILITIES AND EQUITY</b>	9,520,552.64

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

**For the Current and Six Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	2,773,613.71	2,394,738.69	-378,875.02
Cash-Payroll	12,189.06	0.00	-12,189.06
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	50,213.00	50,513.00	300.00
Cash Restricted - FSS Escrow	11,413.40	11,413.40	0.00
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>2,847,429.17</b>	<b>2,456,665.09</b>	<b>-390,764.08</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	1,146,422.99	2,394,738.69	1,248,315.70
Cash-Payroll	1,937.65	0.00	-1,937.65
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	52,263.00	50,513.00	-1,750.00
Cash Restricted - FSS Escrow	16,173.40	11,413.40	-4,760.00
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00

**Lakeland Housing Authority  
Dakota Park Limited Partnership, LLLP  
d/b/a Carrington Place  
Statement of Operations  
For the Current and Five Months Ended June 25, 2017**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,042	11,326	716	6.32%	1	72,016	67,956	4,060	5.97%	135,912
Other Tenant Income	418	1,420	(1,001)	-70.52%	2	2,322	8,517	(6,195)	-72.74%	17,034
Government Subsidy	10,337	6,218	4,120	66.26%	3	43,528	37,305	6,223	16.68%	74,610
Other Income	-	2	(2)	-100.00%	4	31	11	20	177.66%	23
<b>Total Revenue</b>	<b>22,797</b>	<b>18,965</b>	<b>3,832</b>	<b>20.21%</b>		<b>117,897</b>	<b>113,789</b>	<b>4,108</b>	<b>3.61%</b>	<b>227,578</b>
Administrative Expenses	5,178	5,618	(441)	-7.84%	5	30,553	33,710	(3,157)	-9.37%	67,419
Tenant Services Expense	-	42	(42)	-100.00%	5	-	250	(250)	-100.00%	500
Utility Expense	557	1,768	(1,211)	-68.49%	6	10,280	10,611	(331)	-3.12%	21,221
Maintenance Expense	2,336	3,241	(905)	-27.91%	7	22,253	19,444	2,809	14.45%	38,888
General Expenses	2,584	2,566	19	0.73%	8	17,669	15,394	2,275	14.78%	30,788
Housing Assistance Payments	636	300	336	112.00%	9	4,600	1,800	2,800	155.56%	3,600
Financing Expenses	5,758	5,378	381	7.08%		32,651	32,265	386	1.20%	64,530
Operating Expenses before Depreciation	17,050	18,912	(1,862)	-9.85%		118,006	113,473	4,533	3.99%	226,947
<b>Net Operating Income (Loss)</b>	<b>5,747</b>	<b>53</b>	<b>5,695</b>	<b>10816.89%</b>		<b>(109)</b>	<b>316</b>	<b>(425)</b>	<b>-134.40%</b>	<b>632</b>
Depreciation & Amortization	3,239	2,196	1,042	47.46%		19,433	13,179	6,254	47.46%	26,357
Capital Replacement Items	-	878	(878)	-100.00%		2,477	5,271	(2,794)	-53.00%	10,541
Reimburse Replacement Reserves	-	(878)	878	-100.00%		-	(5,271)	5,271	-100.00%	(10,541)
<b>Total Expense</b>	<b>20,288</b>	<b>21,109</b>	<b>(820)</b>	<b>-3.89%</b>		<b>139,915</b>	<b>126,652</b>	<b>13,264</b>	<b>10.47%</b>	<b>253,304</b>
<b>Net Income (Loss)</b>	<b>2,509</b>	<b>(2,144)</b>	<b>4,652</b>	<b>-217.02%</b>		<b>(22,018)</b>	<b>(12,863)</b>	<b>(9,155)</b>	<b>71.18%</b>	<b>(25,725)</b>

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income has remained higher than the budget.
- 2 Variance reflects less damage to units.
- 3 Government subsidy income was higher for the period due to HUD providing additional subsidy to compensate the authority for under payments during first quarter 2017.
- 4 Variance is due to a refund.
- 5 Variance reflects expenses that are less than the budget.
- 6 Variance for the year is a result of water and sewer costs being lower than anticipated.
- 7 Variance for the year is due to costs associated with painting of the units and renewal of the termite bond.
- 8 Variance reflects the current month expenses are in line with the budget.
- 9 Variance is a result of FSS forfeitures/adjustments. It also reflects an increase in tenant utility payments.

**Lakeland Housing Authority  
Dakota Park Limited Partnership, LLLP  
d/b/a Carrington Place  
Balance Sheet  
as of June 25, 2017**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	18,189.75
Total Unrestricted Cash	<u>18,189.75</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,602.00
Cash Restricted - FSS Escrow	1,091.00
Cash Restricted-Reserve for Replacement	<u>21,349.53</u>
Total Restricted Cash	<u>33,042.53</u>
<b>TOTAL CASH</b>	<b><u>51,232.28</u></b>
<b>ACCOUNTS AND NOTES RECEIVABLE</b>	
A/R-Tenants/Vendors	3,690.95
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-2,319.58</u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b><u>1,371.37</u></b>
<b>OTHER CURRENT ASSETS</b>	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,169.67
Prepaid Insurance	9,682.98
Prepaid Software Licenses	133.47
Utility Deposit	<u>7,060.00</u>
<b>TOTAL OTHER CURRENT ASSETS</b>	<b><u>18,546.12</u></b>
<b>TOTAL CURRENT ASSETS</b>	<b><u>71,149.77</u></b>
<b>NONCURRENT ASSETS</b>	
<b>FIXED ASSETS</b>	
Land	34,672.00
Buildings	892,048.00
Furniture & Fixtures	7,295.00
Accum Depreciation-Buildings	-122,656.22
Accum Depreciation- Misc FF&E	-6,773.91
Intangible Assets	
Loan Costs	28,340.90
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,597.66
AA Monitoring Fees	-30,615.46
AA Loan Costs	<u>-15,407.96</u>
<b>TOTAL FIXED ASSETS (NET)</b>	<b><u>828,688.69</u></b>
<b>TOTAL NONCURRENT ASSETS</b>	<b><u>828,688.69</u></b>
<b>TOTAL ASSETS</b>	<b><u>899,838.46</u></b>

**LIABILITIES & EQUITY**

<b>LIABILITIES</b>	
<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	657.95
Tenant Security Deposits	10,602.00
Accrued Property Taxes	5,756.94
Accrued Interest - HOPE VI	536,259.16
Accrued - Developer Fee	149,859.50
Accrued Audit Fees	12,425.00
Due to (15) Renaissance Senior Public Housi	7,961.49
Due to (17) Renaissance Family Non-ACC	36,226.34
Tenant Prepaid Rents	<u>257.86</u>
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>73,887.58</u></b>
<b>NONCURRENT LIABILITIES</b>	
FSS Due to Tenant Long Term	1,091.00
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - SunTrust	340,343.58
Permanent Loan - LHA	<u>101,380.00</u>
<b>TOTAL NONCURRENT LIABILITIES</b>	<b><u>1,968,477.88</u></b>
<b>TOTAL LIABILITIES</b>	<b><u>2,042,365.46</u></b>
<b>EQUITY</b>	
<b>CONTRIBUTED CAPITAL</b>	
Capital - LP	-1,219,110.00
Capital - GP2	<u>240,496.13</u>
<b>TOTAL CONTRIBUTED CAPITAL</b>	<b><u>-978,613.87</u></b>
<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	<u>-163,913.13</u>
<b>TOTAL RETAINED EARNINGS:</b>	<b><u>-163,913.13</u></b>
<b>TOTAL EQUITY</b>	<b><u>-1,142,527.00</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>899,838.46</u></b>

**Lakeland Housing Authority**  
**Dakota Park Limited Partnership, LLLP**  
**d/b/a Carrington Place**  
**Changes in Cash**  
**For the Current and Five Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	8,472.77	18,189.75	9,716.98
Cash-Payroll	905.12	0.00	-905.12
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	10,351.00	10,602.00	251.00
Cash Restricted - FSS Escrow	1,091.00	1,091.00	0.00
Cash Restricted-Reserve for Replacement	20,682.86	21,349.53	666.67
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>41,502.75</b>	<b>51,232.28</b>	<b>9,729.53</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	-8,562.16	18,189.75	26,751.91
Cash-Payroll	485.02	0.00	-485.02
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	9,986.00	10,602.00	616.00
Cash Restricted - FSS Escrow	0.00	1,091.00	1,091.00
Cash Restricted-Reserve for Replacement	19,826.40	21,349.53	1,523.13
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>21,735.26</b>	<b>51,232.28</b>	<b>29,497.02</b>

**Lakeland Housing Authority**  
**Renaissance at Washington Ridge Ltd., LLLP**  
**Statement of Operations**  
**For the Current and Five Months Ended June 25, 2017**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	59,821	58,873	948	1.61%	1	363,264	353,241	10,023	2.84%	706,481
Other Tenant Income	670	2,284	(1,614)	-70.66%	2	8,245	13,702	(5,457)	-39.83%	27,403
Government Subsidy	47,409	28,708	18,702	65.14%	3	199,631	172,245	27,386	15.90%	344,490
Other Income	1,819	12	1,807	0.00%		9,575	72	9,503	0.00%	144
<b>Total Revenue</b>	<b>109,719</b>	<b>89,877</b>	<b>19,842</b>	<b>22.08%</b>		<b>580,714</b>	<b>539,259</b>	<b>41,455</b>	<b>7.69%</b>	<b>1,078,518</b>
Administrative Expenses	36,321	30,139	6,182	20.51%	4	179,960	180,832	(872)	-0.48%	361,663
Tenant Services	152	250	(98)	-39.10%		2,679	1,500	1,179	78.57%	3,000
Utility Expense	3,334	6,823	(3,489)	-51.13%		41,743	40,938	804	1.96%	81,877
Maintenance Expense	26,950	28,217	(1,268)	-4.49%		147,790	169,304	(21,514)	-12.71%	338,608
General Expenses	6,645	6,786	(140)	-2.07%		39,281	40,714	(1,433)	-3.52%	81,428
Housing Assistance Payments	1,805	1,500	305	20.34%		6,791	9,000	(2,209)	-24.54%	17,999
Financing Expenses	13,217	13,173	44	0.34%		76,393	79,037	(2,644)	-3.35%	158,074
Operating Expense before Depreciation	88,425	86,887	1,537	1.77%		494,637	521,324	(26,688)	-5.12%	1,042,649
<b>Net Operating Income (Loss)</b>	<b>21,294</b>	<b>2,989</b>	<b>18,305</b>	<b>612.38%</b>	5	<b>86,077</b>	<b>17,935</b>	<b>68,142</b>	<b>379.94%</b>	<b>35,870</b>
Depreciation & Amortization	64,059	60,979	3,080	5.05%		384,351	365,874	18,477	5.05%	731,748
Capital Replacement Items	562	11,139	(10,577)	-94.96%		22,383	66,831	(44,448)	-66.51%	133,663
Reimburse Replacement Reserves	-	(11,139)	11,139	-100.00%	6	-	(66,831)	66,831	-100.00%	(133,663)
<b>Total Expense</b>	<b>153,045</b>	<b>147,866</b>	<b>5,179</b>	<b>3.50%</b>		<b>901,371</b>	<b>887,198</b>	<b>14,172</b>	<b>1.60%</b>	<b>1,774,397</b>
<b>Net Income (Loss)</b>	<b>(43,326)</b>	<b>(57,990)</b>	<b>14,664</b>	<b>-25.29%</b>		<b>(320,657)</b>	<b>(347,939)</b>	<b>27,282</b>	<b>-7.84%</b>	<b>(695,878)</b>

**Comments**

- 1 Consists of 109 low and moderate income family and senior apartment units and 87 Tax Credit units. Overall rental income has remained slightly higher than the budget.
- 2 Variance reflects less damage to units.
- 3 Government subsidy income was higher for the period due to HUD providing additional subsidy to compensate the authority for under payments during first quarter 2017.
- 4 Variance reflects expenses less than the budget for year to date.
- 5 NOI is higher than expected.
- 6 Variance reflects no collections up to date.



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

**Balance Sheet**

**June 25, 2017**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	474,081.72
Petty Cash	300.00
Total Unrestricted Cash	<u>474,381.72</u>
Restricted Cash	
Cash Restricted-Security Deposits	51,827.39
Cash Restricted - FSS Escrow	5,670.00
Cash Restricted-Reserve for Replacement	170,439.64
Restricted Cash - Partnership Devmt	1,179.16
Restricted Cash - OA Reserve	76,215.57
Restricted Cash - AA Reserve	46,966.45
Investment 1	257,002.58
Investment 2	257,690.89
Total Restricted Cash	<u>866,991.68</u>
<b>TOTAL CASH</b>	<u>1,341,373.40</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	2,223.95
Allowance for Doubtful Accounts-Tenants/Vendors	-708.86
Due from Dakota Park PH	7,961.49
Due from Dakota Park Non-ACC	36,226.34
Due from Central Office Cost Center	65,458.31
TOTAL DUE FROM	<u>109,646.14</u>
Renaissance Family-Operating Subsidy Receivable	297.00
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u>111,458.23</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	1,000.00
Prepaid Insurance	40,115.83
Prepaid Software Licenses	871.01
Utility Deposit - Electric	20,500.00
TOTAL OTHER CURRENT ASSETS	<u>62,486.84</u>
<b>TOTAL CURRENT ASSETS</b>	<u>1,515,318.47</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Buildings	21,088,272.28
Building Improvements	31,903.86
Machinery & Equipment	150,483.39
Furniture & Fixtures	596,259.09
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-6,976,050.85
Accum Depreciation- Misc FF&E	-736,705.58
Accum Depreciation-Infrastructure	-1,637,321.88
Intangible Assets	
Loan Costs	137,065.70
Compliance Fees	100.00
Monitoring Fees	131,658.00
AA Compliance Fees	-51.68
AA Monitoring Fees	-172,787.13
AA Loan Costs	-127,562.24
TOTAL FIXED ASSETS (NET)	<u>14,867,619.11</u>
<b>TOTAL NONCURRENT ASSETS</b>	<u>14,867,619.11</u>
<b>TOTAL ASSETS</b>	<u>16,382,937.58</u>

**LIABILITIES & EQUITY**

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	12,547.40
Tenant Security Deposits	48,927.39
Security Deposit-Pet	3,000.00
Accrued Interest - HOPE VI	638,117.89
Accrued - Developer Fee	1,308,453.00
Accrued Audit Fees	14,927.00
Tenant Prepaid Rents	364.50
Accrued Compensated Absences-Current	6,337.97
TOTAL CURRENT LIABILITIES	<u>86,104.26</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	11,770.52
FSS Due to Tenant Long Term	5,670.00
Notes Payable-LT	381,200.32
Permanent Loan - HOPE VI	2,200,000.00
Permanent Loan - SunTrust	579,995.86
TOTAL NONCURRENT LIABILITIES	<u>5,125,207.59</u>
<b>TOTAL LIABILITIES</b>	<u>5,211,311.85</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	6,937,937.41
Capital - GP2	7,123,264.00
TOTAL CONTRIBUTED CAPITAL	<u>14,061,201.41</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-2,889,575.68
TOTAL RETAINED EARNINGS:	<u>-2,889,575.68</u>
<b>TOTAL EQUITY</b>	<u>11,171,625.73</u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<u>16,382,937.58</u>

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

**Changes in Cash**

**For the Current and Five Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	423,836.29	474,081.72	50,245.43
Cash-Payroll	10,731.19	0.00	-10,731.19
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	51,477.39	51,827.39	350.00
Cash Restricted - FSS Escrow	5,670.00	5,670.00	0.00
Cash Restricted-Reserve for Replacement	167,536.37	170,439.64	2,903.27
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	257,002.58	257,002.58	0.00
Investment 2	257,515.87	257,690.89	175.02
<b>Total Cash</b>	<b>1,298,130.87</b>	<b>1,341,073.40</b>	<b>42,942.53</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	318,016.11	474,081.72	156,065.61
Cash-Payroll	1,122.31	0.00	-1,122.31
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	50,662.48	51,827.39	1,164.91
Cash Restricted - FSS Escrow	7,590.00	5,670.00	-1,920.00
Cash Restricted-Reserve for Replacement	172,900.83	170,439.64	-2,461.19
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	257,002.58	257,002.58	0.00
Investment 2	255,167.91	257,690.89	2,522.98
<b>Total Cash</b>	<b>1,186,823.40</b>	<b>1,341,073.40</b>	<b>154,250.00</b>

**Lakeland Housing Authority  
Colton Meadow, LLLP  
Statement of Operations  
For the Current and Six Months Ended June 25, 2017**

Month

6

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance	
Rental Income	44,529	44,193	336	0.76% 1	265,941	265,159	782	0.29%	530,318
Other Tenant Income	535	1,291	(756)	-58.56% 2	6,467	7,745	(1,278)	-16.51%	15,491
Other Income	-	353	(353)	-100.00%	51	2,116	(2,065)	-97.58%	4,232
<b>Total Revenue</b>	<b>45,064</b>	<b>45,837</b>	<b>(773)</b>	<b>-1.69%</b>	<b>272,459</b>	<b>275,020</b>	<b>(2,561)</b>	<b>-0.93%</b>	<b>550,041</b>
Administrative Expense	16,476	14,851	1,624	10.94% 3	80,133	89,109	(8,976)	-10.07%	178,218
Tenant Services	-	150	(150)	-100.00% 4	24	900	(876)	-97.34%	1,800
Utility Expense	6,623	5,511	1,112	20.17% 5	38,761	33,068	5,694	17.22%	66,136
Maintenance Expense	13,528	8,821	4,707	53.36% 6	59,006	52,926	6,080	11.49%	105,852
General Expense	5,755	8,509	(2,754)	-32.37% 4	40,981	51,054	(10,074)	-19.73%	102,108
Financing Expense	4,659	4,156	502	12.08%	25,274	24,939	335	1.34%	49,877
Operating Expense before Depreciation	47,040	41,999	5,041	12.00%	244,178	251,996	(7,817)	-3.10%	503,991
<b>Net Operating Income (Loss)</b>	<b>(1,976)</b>	<b>3,837</b>	<b>(5,814)</b>	<b>-151.50%</b>	<b>28,281</b>	<b>23,025</b>	<b>5,256</b>	<b>22.83%</b>	<b>46,050</b>
Depreciation & Amortization Expense	39,013	39,013	(0)	0.00%	234,077	234,078	(1)	0.00%	468,156
Capital Replacement Items	1,232	1,229	2	0.20%	15,270	7,377	7,894	107.01%	14,753
Reimburse Replacement Reserves	-	(1,229)	1,229	-100.00%	-	(7,377)	7,377	-100.00%	(14,753)
<b>Total Expense</b>	<b>87,285</b>	<b>81,012</b>	<b>6,273</b>	<b>7.74%</b>	<b>493,526</b>	<b>486,073.51</b>	<b>7,452</b>	<b>1.53%</b>	<b>972,147</b>
<b>Net Operating Income (Loss)</b>	<b>(42,221)</b>	<b>(35,176)</b>	<b>(7,046)</b>	<b>20.03%</b>	<b>(221,067)</b>	<b>(211,053)</b>	<b>(10,014)</b>	<b>4.74%</b>	<b>(422,106)</b>

Comments

- 1 Consists of 72 Tax Credit apartment units. Rent collections are consistent with the budget.
- 2 Variance reflects less damage to units.
- 3 Variance is due to cost associated with Legal Expenses/Evictions being higher
- 4 Variance reflects expenses that are less than the budget.
- 5 Variance is due to costs associated with garbage/trash removal and water/sewer being higher
- 6 Variance reflects higher than budget expenses, we requested reimbursement from the investor for more than \$7,000.00

**Lakeland Housing Authority  
Colton Meadow, LLLP  
Balance Sheet  
June 25, 2017**

**ASSETS**

<b>CASH</b>	
Unrestricted Cash	
Cash Operating 1	31,564.52
Cash-Payroll	0.00
Petty Cash	225.00
Total Unrestricted Cash	<u>31,789.52</u>
Restricted Cash	
Cash Restricted-Security Deposits	26,425.00
Cash Restricted-Operating Reserve	441,122.23
Cash Restricted-Reserve for Replacement	125,955.28
Cash-Tax & Insurance Escrow	51,404.27
Total Restricted Cash	<u>644,906.78</u>
<b>TOTAL CASH</b>	<u>676,696.30</u>

**ACCOUNTS AND NOTES RECEIVABLE**

A/R-Tenants/Vendors	7,808.46
Allowance for Doubtful Accounts-Tenants/Vendors	-6,145.60
Due from Colton Meadow GP, Inc.	101,151.61
<b>TOTAL DUE FROM</b>	<u>101,151.61</u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u>102,814.47</u>

**OTHER CURRENT ASSETS**

Eviction Deposit Acct.	1,000.00
Prepaid Expenses and Other Assets	-149.75
Prepaid Insurance	27,064.21
Prepaid Software Licenses	250.00
Utility Deposit	5,000.00
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>33,164.46</u>
<b>TOTAL CURRENT ASSETS</b>	<u>812,675.23</u>

**NONCURRENT ASSETS**

<b>FIXED ASSETS</b>	
Land	300,000.00
Buildings	856,353.89
Building Acquisition	2,010,000.00
Building Improvements	5,802,500.00
Machinery & Equipment	67,970.48
Automobiles	15,484.50
Furniture & Fixtures	1,503,657.00
Site Improvement-Infrastructure	1,496,187.97
Accum Depreciation-Buildings	-2,950,891.18
Intangible Assets	
Amortization Tax Credit Fees	-89,263.00
Monitoring Fees	208,695.00
<b>TOTAL FIXED ASSETS (NET)</b>	<u>9,220,694.66</u>
Site Improvement	16,364.00
Non-Dwelling Structures	28,019.32
Non-Dwelling Equipment	60,262.45
<b>TOTAL NONCURRENT ASSETS</b>	<u>9,325,340.43</u>

**TOTAL ASSETS**

10,138,015.66

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	4,751.79
Tenant Security Deposits	25,125.00
Security Deposit-Pet	1,300.00
Accrued Property Taxes	15,885.72
Accrued Interest Payable	12,184.19
Accrued Audit Fees	4,249.98
Due to Polk County Developers, Inc.	362,901.17
Tenant Prepaid Rents	1,649.60
Accrued Compensated Absences-Current	2,006.37
First Mortgage - TCAP	1,231,424.00
Tax Credit Exchange Program (TCEP)	6,384,705.40
HOME Funds	115,899.60
Mortgage Note Payable	450,845.00
<b>TOTAL CURRENT LIABILITIES</b>	<u>8,612,927.82</u>

**NONCURRENT LIABILITIES**

Accrued Compensated Absences-LT	3,726.12
Developer Fee Payable - PCHD	92,184.00
<b>TOTAL NONCURRENT LIABILITIES</b>	<u>95,910.12</u>
<b>TOTAL LIABILITIES</b>	<u>8,708,837.94</u>

**EQUITY**

<b>CONTRIBUTED CAPITAL</b>	
Capital - LP	1,205,286.00
GP Equity	46.12
<b>TOTAL CONTRIBUTED CAPITAL</b>	<u>1,205,332.12</u>
<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	223,845.60
<b>TOTAL RETAINED EARNINGS:</b>	<u>223,845.60</u>
<b>TOTAL EQUITY</b>	<u>1,429,177.72</u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<u>10,138,015.66</u>

**Lakeland Housing Authority**  
**Colton Meadow, LLLP**  
**Changes in Cash**  
**For the Current and Six Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	30,275.19	31,564.52	1,289.33
Cash-Payroll	4,033.76	0.00	-4,033.76
Cash Restricted-Security Deposits	26,425.00	26,425.00	0.00
Cash Restricted-Operating Reserve	441,122.23	441,122.23	0.00
Cash Restricted-Reserve for Replacement	124,126.48	125,955.28	1,828.80
Cash-Tax & Insurance Escrow	46,645.65	51,404.27	4,758.62
<b>Total Cash</b>	<b>672,628.31</b>	<b>676,471.30</b>	<b>3,842.99</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	10,326.63	31,564.52	21,237.89
Cash-Payroll	1,188.48	0.00	-1,188.48
Cash Restricted-Security Deposits	26,675.00	26,425.00	-250.00
Cash Restricted-Operating Reserve	441,085.49	441,122.23	36.74
Cash Restricted-Reserve for Replacement	115,058.89	125,955.28	10,896.39
Cash-Tax & Insurance Escrow	63,040.75	51,404.27	-11,636.48
<b>Total Cash</b>	<b>657,375.24</b>	<b>676,471.30</b>	<b>19,096.06</b>

**Lakeland Housing Authority  
Bonnet Shores, LLLP  
Statement of Operations  
For the Current and Six Months Ended June 25, 2017**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	47,812	49,507	(1,694)	-3.42%	<b>1</b>	289,358	297,039	(7,681)	-2.59%	<b>594,078</b>
Other Tenant Income	804	1,300	(495)	-38.11%	<b>2</b>	8,145	7,798	347	4.45%	<b>15,596</b>
Other Income	-	102	(102)	-100.00%		226	611	(385)	-63.05%	<b>1,223</b>
<b>Total Revenue</b>	<b>48,617</b>	<b>50,908</b>	<b>(2,291)</b>	<b>-4.50%</b>		<b>297,729</b>	<b>305,448</b>	<b>(7,719)</b>	<b>-2.53%</b>	<b>610,897</b>
Administrative Expense	15,457	14,549	908	6.24%		86,757	87,293	(535)	-0.61%	<b>174,585</b>
Tenant Services	-	208	(208)	-100.00%	<b>3</b>	39	1,250	(1,211)	-96.92%	<b>2,500</b>
Utility Expense	5,665	4,666	999	21.41%	<b>4</b>	33,390	27,994	5,396	19.28%	<b>55,989</b>
Maintenance Expense	15,190	9,214	5,975	64.85%	<b>5</b>	67,482	55,286	12,196	22.06%	<b>110,572</b>
General Expense	8,148	9,064	(916)	-10.11%	<b>3</b>	46,887	54,383	(7,496)	-13.78%	<b>108,766</b>
Financing Expense	11,596	12,118	(522)	-4.31%	<b>3</b>	61,826	72,709	(10,883)	-14.97%	<b>145,418</b>
Operating Expense before Depreciation	56,056	49,819	6,236	12.52%		296,381	298,915	(2,534)	-0.85%	<b>597,830</b>
<b>Net Operating Income (Loss)</b>	<b>(7,439)</b>	<b>1,089</b>	<b>(8,528)</b>	<b>-783.16%</b>		<b>1,348</b>	<b>6,533</b>	<b>(5,185)</b>	<b>-79.36%</b>	<b>13,067</b>
Depreciation & Amortization Expense	40,004	47,465	(7,461)	-15.72%		240,026	284,790	(44,763)	-15.72%	<b>569,579</b>
	-	-	-			-	-	-		-
Capital Replacement Items	692	1,000.00	(308)	-30.78%		8,511	6,000	2,511	41.85%	<b>12,000</b>
Reimburse Replacement Reserve	-	(1,000.00)	1,000.00	-100.00%		-	(6,000)	6,000.00	-100.00%	<b>(12,000)</b>
<b>Total Expense</b>	<b>96,752</b>	<b>97,284</b>	<b>(532)</b>	<b>-0.55%</b>		<b>544,918</b>	<b>583,705</b>	<b>(38,786)</b>	<b>-6.64%</b>	<b>1,167,409</b>
<b>Net Income (Loss)</b>	<b>(48,135)</b>	<b>(46,376)</b>	<b>(1,759)</b>	<b>3.79%</b>		<b>(247,189)</b>	<b>(278,256)</b>	<b>31,067</b>	<b>-11.16%</b>	<b>(556,513)</b>

Comments

Comments

- 1 75 apartment units, Tax Credit and Section 8 Vouchers. Tenant rental income is lower than expected due to vacancy.
- 2 Variance reflects less damage to units
- 3 Variance reflects expenses that are less than the budget.
- 4 Utility expenses are over budget due to costs associated with water and sewer.
- 5 Maintenance expenses are over budget due to Rehab of units, purchase of a Sewer machine and May and June payments for lawn services.

**Lakeland Housing Authority  
Bonnet Shores, LLLP  
Balance Sheet  
June 25, 2017**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	131,980.87
Cash-Payroll	0.00
Petty Cash	<u>300.00</u>
Total Unrestricted Cash	132,280.87
Restricted Cash	
Cash Restricted-Security Deposits	27,175.00
Cash Restricted-Operating Reserve	460,501.39
Cash Restricted-Reserve for Replacement	151,978.46
Cash-Tax & Insurance Escrow	<u>38,208.90</u>
Total Restricted Cash	677,863.75
<b>TOTAL CASH</b>	<u><b>810,144.62</b></u>

**ACCOUNTS AND NOTES RECEIVABLE**

A/R-Tenants/Vendors	10,804.48
Allowance for Doubtful Accounts-Tenants/Vendors	-5,284.21
Due from Bonnet Shores GP, Inc	<u>7,062.23</u>
<b>TOTAL DUE FROM</b>	<u><b>7,062.23</b></u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u><b>12,582.50</b></u>

**OTHER CURRENT ASSETS**

Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,793.64
Prepaid Insurance	30,214.48
Prepaid Software Licenses	240.50
Utility Deposit	<u>5,000.00</u>
<b>TOTAL OTHER CURRENT ASSETS</b>	<u><b>37,748.62</b></u>
<b>TOTAL CURRENT ASSETS</b>	<u><b>860,475.74</b></u>

**NONCURRENT ASSETS**

<b>FIXED ASSETS</b>	
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	-2,705,672.76
Accum Depreciation- Misc FF&E	-447,630.44
Accum Depreciation-Infrastructure	-294,357.84
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	13,481.48
Compliance Fees	246,589.00
Amortization Tax Credit Fees	<u>106,857.68</u>
<b>TOTAL FIXED ASSETS (NET)</b>	<u><b>9,594,003.74</b></u>
<b>TOTAL NONCURRENT ASSETS</b>	<u><b>9,594,003.74</b></u>

<b>TOTAL ASSETS</b>	<u><b>10,454,479.48</b></u>
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**LIABILITIES & EQUITY**

**LIABILITIES**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	1,089.31
Tenant Security Deposits	25,775.00
Security Deposit-Pet	1,400.00
Accrued Property Taxes	20,967.54
Accrued Interest Payable	58,271.04
Accrued Interest - 2nd Mortgage	341,399.38
Accrued Audit Fees	4,249.98
Tenant Prepaid Rents	816.27
Accrued Compensated Absences-Current	2,051.85
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	<u>1,009,877.00</u>
<b>TOTAL CURRENT LIABILITIES</b>	<u><b>5,416,180.37</b></u>

**NONCURRENT LIABILITIES**

Accrued Compensated Absences-LT	<u>3,810.58</u>
<b>TOTAL NONCURRENT LIABILITIES</b>	<u><b>3,810.58</b></u>
<b>TOTAL LIABILITIES</b>	<u><b>5,419,990.95</b></u>

**EQUITY**

<b>CONTRIBUTED CAPITAL</b>	
Capital - LP	6,807,962.00
GP Equity	-162.00
Syndication Costs	<u>-40,000.00</u>
<b>TOTAL CONTRIBUTED CAPITAL</b>	<u><b>6,767,800.00</b></u>
<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	-1,733,311.47
<b>TOTAL RETAINED EARNINGS:</b>	<u><b>-1,733,311.47</b></u>
<b>TOTAL EQUITY</b>	<u><b>5,034,488.53</b></u>

<b>TOTAL LIABILITIES AND EQUITY</b>	<u><b>10,454,479.48</b></u>
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**Lakeland Housing Authority**  
**Bonnet Shores, LLLP**  
**Changes in Cash**  
**For the Current and Six Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	125,200.54	131,980.87	6,780.33
Cash-Payroll	4,877.12	0.00	-4,877.12
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,515.00	27,175.00	-340.00
Cash Restricted-Operating Reserve	460,501.39	460,508.96	7.57
Cash Restricted-Reserve for Replacement	150,073.46	151,980.95	1,907.49
Cash-Tax & Insurance Escrow	28,017.79	38,209.48	10,191.69
<b>Total Cash</b>	<b>796,185.30</b>	<b>809,855.26</b>	<b>13,669.96</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	113,289.41	131,980.87	18,691.46
Cash-Payroll	554.81	0.00	-554.81
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	26,347.00	27,175.00	828.00
Cash Restricted-Operating Reserve	460,463.05	460,508.96	45.91
Cash Restricted-Reserve for Replacement	140,656.33	151,980.95	11,324.62
Cash-Tax & Insurance Escrow	20,191.71	38,209.48	18,017.77
<b>Total Cash</b>	<b>761,502.31</b>	<b>809,855.26</b>	<b>48,352.95</b>



**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Statement of Operations**  
**For the Current and Six Months Ended June 25, 2017**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	73,387	68,956.34	4,431	6.43%	1	432,949	413,738.06	19,211	4.64%	827,476
Other Tenant Income	(577)	(289.04)	(288)	99.49%	2	(17)	(1,734.26)	1,717	-98.99%	(3,469)
Other Income	444	85.49	359	419.93%		1,572	512.95	1,059	206.41%	1,026
<b>Total Revenue</b>	<b>73,255</b>	<b>68,753</b>	<b>4,502</b>	<b>6.55%</b>		<b>434,503</b>	<b>412,517</b>	<b>21,986</b>	<b>5.33%</b>	<b>825,033</b>
Administrative Expenses	18,012	18,137.01	(125)	-0.69%	3	100,800	108,822.03	(8,022)	-7.37%	217,644
Tenants Service Expenses	179	260.92	(82)	-31.44%	3	623	1,565.53	(942)	-60.18%	3,131
Utility Expense	9,576	9,269.92	307	3.31%		50,697	55,619.54	(4,922)	-8.85%	111,239
Maintenance Expense	11,315	10,054.33	1,261	12.54%	4	70,496	60,325.95	10,170	16.86%	120,652
General Expenses	4,003	4,380.49	(378)	-8.62%	3	23,762	26,282.95	(2,520)	-9.59%	52,566
Financing Expenses	22,396	26,361.37	(3,965)	-15.04%	3	136,670	158,168.22	(21,498)	-13.59%	316,336
Operating expense before depreciation	65,482	68,464	(2,982)	-4.36%		383,050	410,784	(27,735)	-6.75%	821,568
<b>Net Operating Income (Loss)</b>	<b>7,773</b>	<b>289</b>	<b>7,484</b>	<b>2591.92%</b>		<b>51,453</b>	<b>1,733</b>	<b>49,721</b>	<b>2869.83%</b>	<b>3,465</b>
Depreciation & Amortization	42,139	41,940	199	0.47%		252,835	251,640	1,195	0.47%	503,280
Capital Replacement Items	1,946	1,360	586	43.05%		4,717	8,160	(3,443)	-42.20%	16,320
Reimburse Replacement Reserve	-	(1,360)	1,360	-100.00%		-	(8,160)	8,160	-100.00%	(16,320)
Transfer In	-	-	-			-	-	-		-
<b>Total Expense</b>	<b>109,566</b>	<b>41,940</b>	<b>2,145</b>	<b>5.11%</b>		<b>640,601</b>	<b>662,424</b>	<b>(21,823)</b>	<b>-3.29%</b>	<b>1,324,848</b>
<b>Net Operating Income (Loss)</b>	<b>(36,312)</b>	<b>26,813</b>	<b>2,357</b>	<b>8.79%</b>		<b>(206,098)</b>	<b>(249,907)</b>	<b>43,809</b>	<b>-17.53%</b>	<b>(499,815)</b>

Comments

- 1 Consists of 100 Tax Credit and Section 8 Voucher units (Project Base). Tenant rents are higher than the budget.
- 2 Variance is due to section 8 processing fees.
- 3 Variance reflects expenses that are lower than the budget.
- 4 Variance is due to an additional person being added to the maintenance staff.

**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Balance Sheet**  
**June 25, 2017**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	20.92
Cash-Payroll	-1,501.95
Petty Cash	300.00
Total Unrestricted Cash	<u>-1,181.03</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,225.00
Cash Restricted-Operating Reserve	25,119.58
Cash Restricted-Reserve for Replacement	216,061.45
Cash-Tax & Insurance Escrow	17,633.91
Investment 1	230,214.02
Total Restricted Cash	<u>499,253.96</u>
TOTAL CASH	<u>498,072.93</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	3,722.84
Allowance for Doubtful Accounts-Tenants/Vendors	-1,594.14
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>2,128.70</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	40,784.58
Prepaid Software Licenses	444.22
TOTAL OTHER CURRENT ASSETS	<u>41,728.80</u>
TOTAL CURRENT ASSETS	<u>541,930.43</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	-2,561,738.01
Accum Depreciation- Misc FF&E	-924,079.74
Accum Depreciation-Infrastructure	-284,638.94
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	148,926.94
Compliance Fees	200,558.00
Amortization Tax Credit Fees	106,957.26
TOTAL FIXED ASSETS (NET)	<u>10,932,543.67</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>11,644,140.67</u>
TOTAL ASSETS	<u>12,186,071.10</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	13,242.53
Tenant Security Deposits	9,350.00
Security Deposit-Pet	950.00
Accrued Property Taxes	995.70
Accrued Interest NLP Loan	581.44
Accrued Audit Fees	4,249.98
Tenant Prepaid Rents	1,308.86
Accrued Compensated Absences-Current	959.15
Mortgage Note Payable	3,060,919.49
Second Mortgage Payable	850,000.00
Third Mortgage Payable	348,866.40
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	1,387,380.29
TOTAL CURRENT LIABILITIES	<u>6,643,424.84</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,781.27
TOTAL NONCURRENT LIABILITIES	<u>1,781.27</u>
TOTAL LIABILITIES	<u>6,645,206.11</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	6,936,810.00
GP Equity	-13.00
Special LP Equity	111,288.00
Syndication Costs	-30,000.00
TOTAL CONTRIBUTED CAPITAL	<u>7,018,085.00</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-1,477,220.01
TOTAL RETAINED EARNINGS:	<u>-1,477,220.01</u>
TOTAL EQUITY	<u>5,540,864.99</u>
TOTAL LIABILITIES AND EQUITY	<u>12,186,071.10</u>

**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Changes in Cash**  
**For the Current and Six Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	7,752.75	20.92	-7,731.83
Cash-Payroll	4,472.79	-1,501.95	-5,974.74
Cash Restricted-Security Deposits	9,950.00	10,225.00	275.00
Cash Restricted-Operating Reserve	25,119.58	25,119.58	0.00
Cash Restricted-Reserve for Replacement	213,540.38	216,061.45	2,521.07
Cash-Tax & Insurance Escrow	20,297.91	17,633.91	-2,664.00
Investment 1	230,145.60	230,214.02	68.42
<b>Total Cash</b>	<b>511,279.01</b>	<b>497,772.93</b>	<b>-13,506.08</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	-14,416.79	20.92	14,437.71
Cash-Payroll	1,383.63	-1,501.95	-2,885.58
Cash Restricted-Security Deposits	9,780.30	10,225.00	444.70
Cash Restricted-Operating Reserve	25,119.58	25,119.58	0.00
Cash Restricted-Reserve for Replacement	200,947.03	216,061.45	15,114.42
Cash-Tax & Insurance Escrow	42,957.85	17,633.91	-25,323.94
Investment 1	229,812.63	230,214.02	401.39
<b>Total Cash</b>	<b>495,584.23</b>	<b>497,772.93</b>	<b>2,188.70</b>

Lakeland Housing Authority

Hampton Hills (AMP 4)

Statement of Operations

For the Current and Six Months Ended June 25, 2017

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	3,162	3,112	50	1.61%	1	16,382	18,672	(2,290)	-12.26%	37,344
Other Tenant Income	25	150	(125)	-83.33%	2	125	900	(775)	-86.11%	1,800
Grant Income	2,239	2,560	(321)	-12.54%	3	9,425	15,361	(5,936)	-38.64%	30,722
Other Income	-	-	-			-	-	-		-
<b>Total Revenue</b>	<b>5,426</b>	<b>5,822</b>	<b>(396)</b>	<b>-6.80%</b>		<b>25,932</b>	<b>34,933</b>	<b>(9,001)</b>	<b>-25.77%</b>	<b>69,866</b>
Administrative Expenses	3,559	2,282	1,277	55.97%	4	12,126	13,690	(1,564)	-11.42%	27,380
Tenant Services Expenses	-	-	-			-	-	-		-
Utility Expense	-	-	-			-	-	-		-
Maintenance and Development Expense	1,102	2,855	(1,753)	-61.40%	5	6,824	17,128	(10,304)	-60.16%	34,256
General Expenses	308	639	(331)	-51.79%	5	1,404	3,833	(2,429)	-63.38%	7,666
Housing Assistance Payments	63	47	16	34.04%	6	378	282	96	34.04%	564
Transfer In	-	-	-			-	-	-		-
Operating expense before Depreciation	5,032	5,822	(790)	-13.58%		20,732	34,933	(14,201)	-40.65%	69,866
<b>Net Operating Income (Loss)</b>	<b>394</b>	<b>-</b>	<b>394</b>			<b>5,200</b>	<b>-</b>	<b>5,200</b>		<b>-</b>
Depreciation	27	-	27			162	-	162		-
<b>Total Expenses</b>	<b>5,059</b>	<b>5,822</b>	<b>(763)</b>	<b>-13.11%</b>		<b>20,894</b>	<b>34,933</b>	<b>(14,039)</b>	<b>-40.19%</b>	<b>69,866</b>
<b>Net Income (Loss)</b>	<b>367</b>	<b>-</b>	<b>367</b>			<b>5,038</b>	<b>-</b>	<b>5,038</b>		<b>-</b>

**Comments**

- 1 Property is comprised of 7, Section 32 Public Housing units. Rental income is lower than budgeted for the year due to some homebuyers paying very little to no rent. These homebuyers have been given notice and are in the process of moving.
- 2 Variance is due to there being less damage to the units.
- 3 Although HUD subsidy has been lower than planned, the property is receiving subsidy from HUD; which is a 100% increase from CY 2016.
- 4 Administrative salaries were over budget for the period due to costs associated with recertification and evictions of homebuyers not in compliance with Section 32 program requirements.
- 5 Variance reflects expenses that were less than the budget.
- 6 Variance is due to an increase in the utility allowance.

Lakeland Housing Authority

Hampton Hills (AMP 4)

Balance Sheet

June 25, 2017

**ASSETS**

CASH

Unrestricted Cash

Cash Operating 1 50,961.81

Cash Operating 3 185,892.33

Total Unrestricted Cash 236,854.14

Restricted Cash

Cash Restricted-Security Deposits 2,100.00

Total Restricted Cash 2,100.00

TOTAL CASH 238,954.14

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors 931.00

Allowance for Doubtful Accounts-Tenants/Vendors -454.00

AR-TPA/Fraud Recovery 831.00

Lakeridge Homes 2nd Mortgage 240,900.00

TOTAL ACCOUNTS AND NOTES RECEIVABLE 242,208.00

OTHER CURRENT ASSETS

Eviction Deposit Acct. 500.00

Prepaid Insurance 1,833.25

TOTAL OTHER CURRENT ASSETS 2,333.25

TOTAL CURRENT ASSETS 483,495.39

NONCURRENT ASSETS

FIXED ASSETS

Buildings 898,835.22

Furniture & Fixtures 2,248.94

Accum Depreciation- Misc FF&E -1,446.57

Intangible Assets

TOTAL FIXED ASSETS (NET) 899,637.59

TOTAL NONCURRENT ASSETS 899,637.59

TOTAL ASSETS 1,383,132.98

**LIABILITIES & EQUITY**

CURRENT LIABILITIES

A/P Vendors and Contractors 78.66

Tenant Security Deposits 2,100.00

Due to Federal Master 2,899.25

Due to Central Office Cost Center 172.59

Tenant Prepaid Rents 615.78

TOTAL CURRENT LIABILITIES 5,866.28

TOTAL LIABILITIES 5,866.28

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets 1,377,266.70

TOTAL RETAINED EARNINGS: 1,377,266.70

TOTAL EQUITY 1,377,266.70

TOTAL LIABILITIES AND EQUITY 1,383,132.98

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

**For the Current and Six Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	49,515.14	50,961.81	1,446.67
Cash-Payroll	981.75	0.00	-981.75
Cash Operating 3	185,892.33	185,892.33	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	2,100.00	2,100.00	0.00
Cash Restricted - Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>238,489.22</b>	<b>238,954.14</b>	<b>464.92</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	40,801.69	50,961.81	10,160.12
Cash-Payroll	0.00	0.00	0.00
Cash Operating 3	185,892.33	185,892.33	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	2,400.00	2,100.00	-300.00
Cash Restricted - Escrow	0.00	0.00	0.00

Lakeland Housing Authority

YouthBuild-DOL 2014 and 2016 (49)

Statement of Operations

For the Current and Six Months Ended June 25, 2017

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	49,624	33,554	16,070	47.89%		217,411	201,327	16,084	7.99%	402,653
Other Income	-	-	-			5,000	-	5,000		-
<b>Total Revenue</b>	<b>49,624</b>	<b>33,554</b>	<b>16,070</b>	<b>47.89%</b>		<b>222,411</b>	<b>201,327</b>	<b>21,084</b>	<b>10.47%</b>	<b>402,653</b>
Administrative Expenses	37,385	22,895	14,490	63.29%	1	180,091	137,368	42,723	31.10%	274,736
Tenant Services Expenses	14,094	10,181	3,914	38.44%	2	59,120	61,084	(1,963)	-3.21%	122,167
Utility Expense	-	-	-			-	-	-		-
Maintenance and Development Expense	-	88	(88)	-100.00%	3	-	530	(530)	-100.00%	1,060
General Expenses	293	391	(98)	-25.14%	3	1,880	2,345	(465)	-19.81%	4,690
Operating expense before Depreciation	51,772	33,554	18,217	54.29%		241,092	201,327	39,765	19.75%	402,653
<b>Net Operating Income (Loss)</b>	<b>(2,148)</b>	<b>-</b>	<b>(2,148)</b>			<b>(18,681)</b>	<b>-</b>	<b>(18,681)</b>		<b>-</b>
Depreciation	(1)	-	(1)			1,774	-	1,774		-
<b>Total Expenses</b>	<b>51,771</b>	<b>33,554</b>	<b>18,216</b>	<b>54.29%</b>		<b>242,866</b>	<b>201,327</b>	<b>41,540</b>	<b>20.63%</b>	<b>402,653</b>
<b>Net Income (Loss)</b>	<b>(2,147)</b>	<b>-</b>	<b>(2,147)</b>		<b>4</b>	<b>(20,455)</b>	<b>-</b>	<b>(20,455)</b>		<b>-</b>

**Comments**

- 1 On 7/13/2017, DOL approved the modification request to transfer cost savings from one budget line item to administrative salaries. Staff will modify the grant budget in Yardi to reflect the change.
- 2 Tenant Services expenses are over budget for the period due to prior period adjustments to transfer cost associated with the trainees from administrative salaries to tenant services.
- 3 Variance is due to expenses being less than budgeted.
- 4 NOI for year-to-date is negative because funds have not been transferred from the PHA master account. See Balance Sheet for details.

Lakeland Housing Authority

YouthBuild-DOL 2014 (49)

Balance Sheet

June 25, 2017

**ASSETS**

CASH

Cash Operating 1	1,184.98
Cash-Payroll	-4,353.53
Petty Cash	1,000.00
Cash in PH Master Account	76,756.98
Total Unrestricted Cash	<u>74,588.43</u>
TOTAL CASH	<u>74,588.43</u>

ACCOUNTS AND NOTES RECEIVABLE

Due from Central Office Cost Center	0.00
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TOTAL DUE FROM	<u>0.00</u>
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TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>0.00</u>
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OTHER CURRENT ASSETS

Prepaid Insurance	2,486.97
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TOTAL OTHER CURRENT ASSETS	<u>2,486.97</u>
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TOTAL CURRENT ASSETS	<u>77,075.40</u>
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NONCURRENT ASSETS

FIXED ASSETS

Automobiles	21,299.00
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Accum Depreciation- Misc FF&E	-21,299.00
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Intangible Assets	
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TOTAL FIXED ASSETS (NET)	<u>0.00</u>
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TOTAL NONCURRENT ASSETS	<u>0.00</u>
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TOTAL ASSETS	<u>77,075.40</u>
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**LIABILITIES & EQUITY**

CURRENT LIABILITIES

A/P Vendors and Contractors	309.35
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Due to Central Office Cost Center	76,302.46
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Accrued Compensated Absences-Current	<u>4,021.91</u>
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TOTAL CURRENT LIABILITIES	<u>80,633.72</u>
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NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	<u>7,469.26</u>
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TOTAL NONCURRENT LIABILITIES	<u>7,469.26</u>
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TOTAL LIABILITIES	<u>88,102.98</u>
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EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	-24,299.58
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Retained Earnings - Restricted Net Assets	<u>13,272.00</u>
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TOTAL RETAINED EARNINGS:	<u>-11,027.58</u>
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TOTAL EQUITY	<u>-11,027.58</u>
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TOTAL LIABILITIES AND EQUITY	<u>77,075.40</u>
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**Lakeland Housing Authority  
YouthBuild-DOL 2014 (49)  
Changes in Cash**

**For the Current and Six Months Ended June 25, 2017**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	4,123.57	1,184.98	-2,938.59
Cash-Payroll	-4,966.19	-4,353.53	612.66
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-842.62</b>	<b>-3,168.55</b>	<b>-2,325.93</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	13,914.35	1,184.98	-12,729.37
Cash-Payroll	2,929.26	-4,353.53	-7,282.79
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>16,843.61</b>	<b>-3,168.55</b>	<b>-20,012.16</b>

**Note:** Funds from COCC were used to cover the shortfall until costs were reimbursed by DOL.

**LAKELAND HOUSING AUTHORITY**  
**Grant Report**  
**Updated as of July 16, 2017**

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
<b>Capital Fund Program</b>	<b>(HUD)</b>								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	245,584.58	244,154.58	7,383.42
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	339,634.58	297,816.58	43,187.42
CFP - 2015		04-13-15	04-12-17	04-12-19	345,575.00	311,017.50	313,186.94	196,414.13	149,160.87
CFP - 2016		04-13-16	04-12-18	04-12-20	358,393.00	322,553.70	44,774.57	7,091.32	351,301.68
				<b>CFP Subtotal:</b>	<b>2,186,904.00</b>	<b>1,968,213.60</b>	<b>1,833,574.67</b>	<b>1,635,870.61</b>	<b>551,033.39</b>
<b>Replacement Housing Factor</b>	<b>(HUD)</b>								
RHF - 2009(a)		09-15-09	10-29-16	07-29-17	282,108.00	253,897.20	282,108.00	282,108.00	0.00
RHF - 2009(b)		04-02-10	10-29-16	07-29-17	149,804.00	134,823.60	149,804.00	149,804.00	0.00
RHF - 2010		07-15-10	10-29-16	07-29-18	441,385.00	397,246.50	441,385.00	55,133.64	386,251.36
RHF - 2011		08-03-11	10-29-16	10-29-18	380,321.00	342,288.90	380,321.00	0.00	380,321.00
RHF - 2012(b)		03-12-12	10-29-16	10-29-18	70,661.00	63,594.90	70,661.00	0.00	70,661.00
RHF - 2013(a)		09-09-13	10-29-18	04-12-19	208,904.00	188,013.60	208,904.00	0.00	208,904.00
RHF - 2013(b)		09-09-13	10-29-16	10-29-18	62,529.00	56,276.10	62,529.00	0.00	62,529.00
RHF - 2014		05-13-14	10-29-18	04-12-19	185,710.00	167,139.00	185,710.00	0.00	185,710.00
RHF - 2015		04-13-15	10-29-18	04-12-19	187,612.00	168,850.80	187,612.00	0.00	187,612.00
RHF - 2016		04-13-16	10-29-18	04-12-20	193,574.00	174,216.60	193,574.00	0.00	193,574.00
				<b>RHF Subtotal:</b>	<b>2,162,608.00</b>	<b>1,946,347.20</b>	<b>2,162,608.00</b>	<b>487,045.64</b>	<b>1,675,562.36</b>
<b>HOPE VI</b>	<b>(HUD)</b>	04-05-00		12-31-17	<b>21,842,801.00</b>	19,658,520.90	<b>19,908,767.13</b>	<b>19,908,767.13</b>	<b>1,934,033.87</b>
<b>Safety &amp; Security Grant</b>	<b>(HUD)</b>	03-20-13	03-19-14	03-19-15	250,000.00	225,000.00	250,000.00	250,000.00	0.00
				<b>Safety &amp; Security Subtotal:</b>	<b>250,000.00</b>	<b>225,000.00</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>0.00</b>
<b>Resident Opportunities and Self Sufficiency</b>	<b>(HUD)</b>								
ROSS - Family Self Sufficiency 2016		07-08-16	12-31-17		105,738.00	95,164.20	53,533.65	53,533.65	52,204.35
ROSS - Family Self Sufficiency 2015		01-01-16	12-31-16		105,738.00	95,164.20	105,738.00	105,738.00	0.00
ROSS - Service Coordinator 2016		02-01-17	01-31-20		219,185.00	197,266.50	20,201.24	20,201.24	198,983.76
				<b>ROSS Subtotal:</b>	<b>430,661.00</b>	<b>387,594.90</b>	<b>179,472.89</b>	<b>179,472.89</b>	<b># 251,188.11</b>
<b>YouthBuild 2016 Grant (new)</b>	<b>(DOL)</b>	10-17-16	02-16-20		990,024.00	891,021.60	132,076.28	132,076.28	857,947.72
				<b>YouthBuild Subtotal:</b>	<b>990,024.00</b>	<b>891,021.60</b>	<b>132,076.28</b>	<b>132,076.28</b>	<b>857,947.72</b>
<b>YouthBuild 2014 Grant</b>	<b>(DOL)</b>	08-11-14	12-10-17		974,124.00	876,711.60	910,535.26	910,535.26	63,588.74
				<b>YouthBuild Subtotal:</b>	<b>974,124.00</b>	<b>876,711.60</b>	<b>910,535.26</b>	<b>910,535.26</b>	<b>63,588.74</b>
<b>21st Century</b>	<b>(DOE)</b>	08-01-13	07-31-14		324,331.00	291,897.90	199,395.53	199,395.50	124,935.50
				<b>21st Century Subtotal:</b>	<b>324,331.00</b>	<b>291,897.90</b>	<b>199,395.53</b>	<b>199,395.50</b>	<b>124,935.50</b>

# **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 # 17-1444**

The Board of Commissioners is requested to approve the above-referenced resolution to provide Section 8 Project-Based Voucher assistance for the Phase I 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 Phase I
- C. Originator: Valerie Brown/Carlos Pizarro/Benjamin Stevenson

**3. Cost Estimate:**

n/a

**Narrative:**

Via 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 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.

Via Resolution No. 15-1417, the Board of Commissioners authorized the Executive Director and the Developer Partner to 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 West Lake Apartments community. The Developer Partner was successful in obtaining an award of 4% Low Income Housing Tax Credits and other funds to finance the cost of construction for the new community.

The Housing Authority also desired 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 will also include incorporating a pedestrian friendly design, community safety through environmental design, as well as ample "green space" and parking.

In order for the new development to be financial viable, the Housing Authority must provide some rental payment assistance. One means of assistance is Section 8 vouchers which must be approved by the U.S. Department of Housing and Urban Development. In order for this occur, the Housing Authority must complete the Section 8 Subsidy Layering Review process with the U.S.

Department of Housing and Urban Development. Successful completion of the Subsidy Layering Review process is the final step to authorize the provision of Section 8 Project-Based Voucher assistance for the new development. A resolution is required because a requirement of the Section 8 Subsidy Layering Review process by the U.S. Department of Housing and Urban Development is for staff to provide written evidence of approval by the Housing Authority for the provision of Section 8 Project-Based Voucher assistance for the West Lake Phase I redevelopment project.

The award of Section 8 Project-Based Rental Assistance demonstrate the financial solvency of the project to debt and equity providers in addition to making the rent structure affordable for low- and very low-income senior citizens. 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.

**RESOLUTION NO. 17-1444**

**APPROVAL TO PROVIDE SECTION 8 PROJECT-BASED VOUCHER ASSISTANCE FOR PHASE I 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 were successful in obtaining an award of 4% Low Income Housing Tax Credits and other funds for the West Lake Phase I redevelopment project; and

**WHEREAS**, its necessary to provide Section 8 Project-Based Voucher assistance to the West Lake Phase I redevelopment project in order to create a rent structure that is affordable for low- and very low-income households; and

**WHEREAS**, approval by the Housing Authority of the City of Lakeland for the provision of Section 8 Project-Based Voucher assistance for the West Lake Phase I redevelopment project is a requirement of the Section 8 Subsidy Layering Review process by the U.S. Department of Housing and Urban Development.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves the provision of Section 8 Project-Based Voucher assistance for the West Lake Phase I redevelopment project and authorizes the Executive Director to take all actions necessary to effectuate the submission of Section 8 Subsidy Layering Review documents 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. 17-1444, dated July 24, 2017.

Attested by:

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

\_\_\_\_\_  
Michael A. Pimentel, Chair

*(Place holder for 3 page .pdf file)*

# **OTHER BUSINESS**





**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: 07/06/2017

PHA Code:	FL011
PHA Name:	HOUSING AUTHORITY OF THE CITY OF LAKELAND
Fiscal Year End:	12/31/2016

PHAS Indicators	Score	Maximum Score
Physical	34	40
Financial	23	25
Management	25	25
Capital Fund	10	10
Late Penalty Points	0	
<b>PHAS Total Score</b>	<b>92</b>	<b>100</b>
<b>Designation Status:</b>	<b>High Performer</b>	

Published 07/06/2017

Initial published 07/06/2017

Financial Score Details	Score	Maximum Score
Unaudited/Single Audit		
1. FASS Score before deductions	23.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	23.00	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 %	98.41	
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>

### Education

Compared to a motivated control group receiving other services, YouthBuild results in a:

- **31%** increase in **college enrollment**.
- **51%** increase in **vocational school enrollment**.
- **78%** increase in **GED attainment**.
- **76%** increase in **volunteerism**, with 54% of students volunteering.

### Employment

- **61%** of all enrollees were **placed in either employment** or postsecondary education immediately following the program.
- **74%** of those placed **retained their placements** for at least six months.

### Recidivism

- YouthBuild's **recidivism rate** is only **7%** within one year of enrollment.



## YOUTHBUILD'S RETURN ON INVESTMENT

### Reducing Government Dependency

- YouthBuild students are **less likely to rely on government benefits** just 30 months after starting the program, when compared to a motivated control group receiving other services.

### Lifetime Return on Investment

- One year of YouthBuild funding at \$84.5 million (current level) results in an estimated **\$1.3 billion in lifetime savings** from taxes, crime, health, and welfare.
- Every \$1 spent on YouthBuild results in an estimated fiscal **return on investment of over \$10**.

*Sources:*

Bridgeland, John. "A Bridge to Reconnection: A Plan for Reconnecting One Million Opportunity Youth Each Year Through Federal Funding Streams." Civic Enterprises. 2016.

Miller, Millensky, Schwartz, Goble, and Stein. 2016. *Building a Future: Interim Impact Findings from the YouthBuild Evaluation*. New York: MDRC.

## Snapshot: Florida



In the last three years, approximately **408 Florida YouthBuild participants** have built **32 houses** and have rehabbed at least **74 units of housing**.

### The Need for YouthBuild in Florida

#### Florida Graduation Rate

- **Statewide** graduation rate is **75.6%**.
- The graduation rate among economically disadvantaged students is only **67%**.

#### Florida Youth Unemployment

- **15.3%** of 16-24 year olds are out-of-school, out-of-work.

#### Florida Corrections Spending

- The Department of Juvenile Justice spent over **\$290 million** in 2013 on juvenile justice.
- The Florida Department of Corrections spent nearly **\$2.05 billion** on adult incarceration.

### YouthBuild Locations in Florida: 8

(with sponsoring organization)

#### Clearwater

Tampa Bay YouthBuild (WorkNet Pinellas Inc.)\*

#### Gainesville

Project YouthBuild (Florida Institute for Workforce Innovation Inc.)\*

#### Kissimmee

Valencia College YouthBuild (Valencia College-Osceola Campus)\*

#### Lakeland

YouthBuild Lakeland (Housing Authority of Lakeland)\*

#### Miami

Greater Miami Service Corps (Greater Miami Service Corps)\*

#### Oakland Park

OIC of South Florida YouthBuild (OIC of South Florida)\*

#### Ocala

Phoenix Rising Youth Build (Citrus Levy Marion Regional Workforce Development Board)

#### Tampa

THA YouthBuild Program (Tampa Housing Authority)\*

(\*Indicated site is DoL funded)

## THE DEPARTMENT OF LABOR YOUTHBUILD PROGRAM FACTS



### THE NEED

There are at least 2.3 million low-income 16- to 24-year-olds in the United States who are neither in school nor employed<sup>1</sup>. Every year nearly 1 million young people, including 50 percent in low-income communities, leave high school without a diploma.<sup>2</sup> Over a lifetime, a high school dropout will earn \$200,000 less than a high school graduate and almost \$1 million less than a college graduate.<sup>3</sup>

### THE PROGRAM

In YouthBuild programs, low-income young people ages 16 to 24 who left high school without a diploma enroll full-time for an average of 10 months. They work toward a high school diploma or its equivalent while learning job skills and earning a stipend by building affordable housing for homeless and low-income people in their communities.

Emphasis is placed on preparation for careers and postsecondary success, leadership development, community service, and the creation of a positive mini-community of adults and youth committed to each other's success. In addition to construction, some train for jobs in growing sectors such as healthcare, technology, and customer service. Many students earn an AmeriCorps education award for their community service. At exit, they go on to college, jobs, or both, and are provided with support services for at least nine additional months.

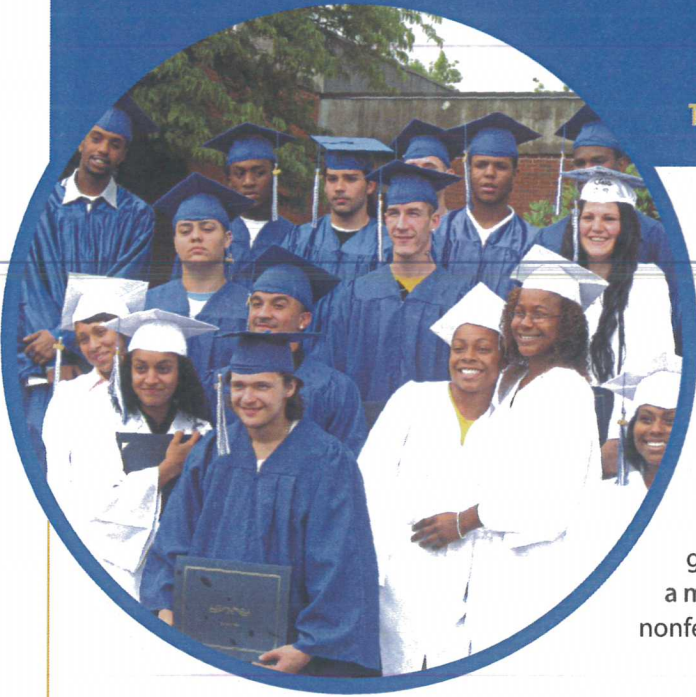
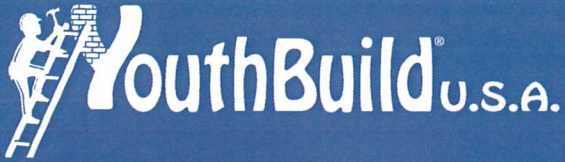
### LOCAL DOL YOUTHBUILD GRANTEES

The DOL Employment and Training Administration makes competitive YouthBuild grants to local community-based organizations that apply to sponsor YouthBuild programs. Sponsoring organizations are locally based nonprofit organizations, community colleges, and public agencies such as Workforce Development Boards, housing authorities, or other government agencies.

There are currently 143 DOL-funded YouthBuild programs in 39 states, the US Virgin Islands, and Washington, DC.

1. Sarah Burd-Sharps, Kristen Lewis (2012). "One in Seven: Ranking Youth Disconnection in the 25 Largest Metro Areas."  
2. Editorial Projects in Education (2011). "Diplomas Count 2011: Beyond High School, Before Baccalaureate," special issue, *Education Week* 30, no. 34.  
3. <http://www.npr.org/2011/07/24/138653393/school-dropout-rates-adds-to-fiscal-burden>

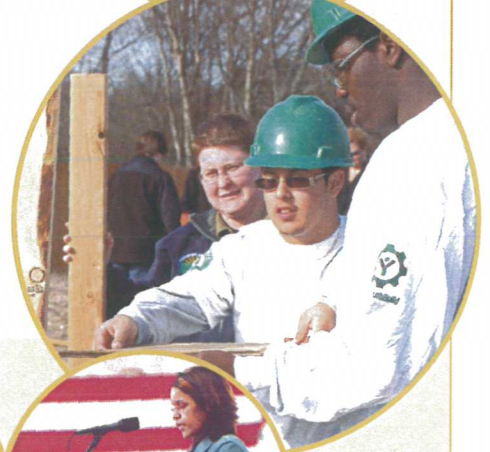
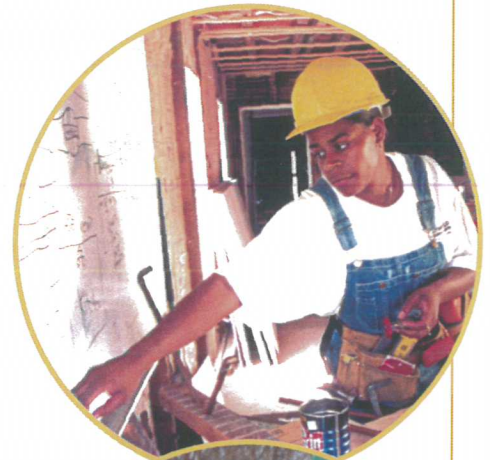




THE DEPARTMENT OF LABOR YOUTHBUILD PROGRAM FACTS CONTINUED

FUNDING

Funding for the DOL YouthBuild program comes from congressional appropriations. The federal appropriation for FY16 was \$84.5 million. The Department of Labor distributes that funding on a competitive basis. Grantees are determined based on criteria that emphasize community need and past program performance. Each grantee is required to obtain a minimum 25 percent nonfederal match.



THE DOL YOUTHBUILD PROGRAM: HISTORY

The first YouthBuild program was started in East Harlem in 1978 by Dorothy Stoneman, now CEO of YouthBuild USA, Inc. After the YouthBuild model was shown to be a proven social innovation to break the cycle of poverty and had reached 20 communities in 1990, the federal YouthBuild program was enacted into law in 1992 under President George H. W. Bush in order to scale it up nationally. The federal YouthBuild program was originally authorized under HUD, and was transferred to DOL in 2006 under President George W. Bush. The DOL YouthBuild program was funded as high as \$102.5 million in FY10 and was recently reauthorized as a federal program in the Workforce Innovation and Opportunity Act of 2014 with strong bipartisan support.

