



430 Hartsell Ave  
Lakeland, FL 33815

(863) 687-2911

<http://LakelandHousing.org>



## Board Of Commissioners

Michael Pimentel, Chairman

Richard Richardson, Vice-Chairman

Joseph DiCesare

Edward Hall

Lorenzo Robinson

Dorothy Sanders

Gary Smith

# REGULAR BOARD MEETING

**May 18, 2015**

Benjamin Stevenson, Executive Director  
Ricardo Gilmore, Esquire

# **AGENDA**

Board of Commissioners Meeting  
The Housing Authority of the City of Lakeland, Florida  
Monday, May 18, 2015 at 6:00 P.M.

**LHA Board Room**  
430 Hartsell Avenue  
Lakeland, Florida

**Pledge of Allegiance**

**Moment of Silence**

**Establish a Quorum**

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Minutes of the Regular Board Meeting held Monday, April 20,2015**
- 3. Public Forum**
- 4. Old Business**
  - LHA Recovery Plan Update
  - Corrective Action Plan
- 5. New Business**
- 6. Secretary's Report**
  - Operations
  - Administration
  - Resolutions
- 7. Legal Report**
- 8. Other Business**
  - Public Forum Response
- 9. Adjournment**

**MINUTES**  
**Regular Board Meeting of**  
**The Housing Authority of the City of Lakeland**  
**Monday April 20, 2015**

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

**LHA Board Members Present:** Michael Pimentel, Chairman  
Richard Richardson, Vice Chairman  
Joseph DiCesare, Commissioner  
Eddie Hall, Commissioner  
Lorenzo Robinson, Commissioner  
Dorothy Sanders, Commissioner  
Gary Smith, Commissioners

**Secretary:** Benjamin Stevenson

**Legal Counsel:** Ricardo Gilmore, Esquire

The meeting was called to order at 6:08 p.m. by Vice-Chairman Richardson. The Pledge of Allegiance and a Moment of Silence were observed. A quorum was established.

**APPROVAL OF THE AGENDA**

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

**APPROVAL/ACCEPTANCE OF MINUTES**

- **Motion to approve and accept the minutes with necessary corrections of the Regular Board Meeting held March 23, 2015**  
Motion by Smith, Second by Hall.

**Corrections:**

Commissioner Richardson was referred to as the chairman. He should have been referred to as Acting Chairman.

Commissioner DiCesare commented on clarifying for the record about the timeliness of the Board reports were discussed in more detail at the last Board meeting. Commissioner Richardson further clarified that he has discussed this issue with Mr. Stevenson. Commissioner Richardson advised the Board that the staff is working hard and diligent to try and prepare the total Board reports. The

Finance Department is working with very limited staff and there were a few issues with the Finance Report that needed to be corrected.

**Votes: Commissioners**

Richard Richardson – Aye  
Edward Hall – Aye

Joseph DiCesare–Aye  
Dorothy Sanders – Aye

Gary Smith – Aye  
Lorenzo Robinson – Aye

**PUBLIC FORUM**

Ms. Judy Mas, a resident of Cecil Gober Apartments, spoke regarding the maintenance workers at Cecil Gober. She indicated that the maintenance workers are doing a good job. Her concern is that the residents are not putting in a work order. Ms. Mas stated she is working on this issue with some of the residents.

*Commissioner Pimentel entered the meeting via teleconference.*

**OLD BUSINESS**

**• Recovery Plan Review Committee Meeting Updates**

Commissioner Richardson gave an update from the Recovery Plan Review meeting held on April 15, 2015. Commissioner Smith also attended the meeting. Commissioner Richardson referenced the handouts included in the Board report. Commissioner Richardson also highlighted the information that was submitted to HUD. He informed the Board of the progress with the Corrective Action Plan, now only two (2) of 73 items are left to be completed.

The HOPE VI Revitalization Plan has also been completed and sent to HUD for approval. The Plan is available for all the commissioners to review in the LHA Office. The document maybe too large for email.

**• Corrective Action Plan**

The majority of the 73 items indicated on the Corrective Action Plan have been completed except two. One is regarding re-payment plans from twenty (20) years ago. Mr. Stevenson indicated he will request for permission from HUD to remove this item. The second remaining item is for Banking Services. LHA currently has a Request for Proposals out for bid.

Mr. Stevenson advised the Board that the agency will be converting it financial management system from Yardi to Emphasys. This transaction will be completed and staff trained on the new program by August 2015.

Mr. Stevenson also highlighted the sale of the 10<sup>th</sup> Street HOPE VI property is very important to the agency. The proceeds will be used to help fund the development of additional affordable housing.

**NEW BUSINESS**

None.

• **SECRETARY'S REPORT -**

Report submitted as written.

Mr. Stevenson advised the Board that he was informed via phone conversation with Victor Rocher of HUD-Miami that LHA was being transferred to another region as a part of a swap of housing authorities. LHA will be under the jurisdiction of the HUD-Jacksonville Office and Orlando Housing Authority under the HUD-Miami Office effective May 31, 2015. Due to HUD staffing issues, the HOPE VI Program will remain with the Miami Field Office.

Mr. Gilmore advised the transfer will also include the Sanford Housing Authority being placed under HUD-Miami. All of the offices that were affected by the transferred were very satisfied. He confirmed that the transfer is due to a conflict of interest for the new Director of the HUD-Jacksonville office. He is a recent former employee of the Orlando Housing Authority. So, HUD did not want him supervising that PHA.

• **Operations**

Report submitted as written

• **Administration**

Report submitted as written

Ms. Brown gave an overview of the Financial Report.

• **Resolutions**

**Resolution # 15-1407** – The Board of Commissioners is requested to approve and to authorize the Executive Director to negotiate an agreement with Integral Development, LLC to become the Co-Developer of an Assisted Living Facility located on West 10th Street in Lakeland.

• **Motion to accept and approve Resolution #1407.**

Motion by Hall, Second by Sanders.

**Vote: Commissioners**

Michael Pimentel –Aye

Edward Hall – Aye

Lorenzo Robinson – Aye

Richard Richardson – Aye

Joseph DiCesare – Aye

Dorothy Sanders – Aye

Gary Smith – Aye

*Commissioner Pimentel physically entered the meeting.*

**Resolution #15-1408** – The Board of Commissioners is requested to approve and authorize the Executive Director to increase the current dollar value of a work order contract with Johnson – Laux Construction, Inc. This modification (referred by the contractor as supplement #3) is to repair the existing irrigation system;

repair the existing exhaust fan in the loading dock area; install a fresh-air system on the HVAC system; and make improvements to the west parking lot at the Housing Authority's Administration Building.

• **Motion to accept and approve Resolution #1408.**

Motion by Hall, Second by Sanders.

**Vote: Commissioners**

Michael Pimentel –Aye	Edward Hall – Aye	Lorenzo Robinson – Aye
Richard Richardson – Aye	Joseph DiCesare – Aye	Dorothy Sanders – Aye
		Gary Smith – Aye

**Resolution # 151409** -to authorize the Executive Director to increase the total not-to-exceed dollar amount of the award made to *Berman, Hopkins, Wright, & Laham* from \$364,000 to \$422,000.

There was a motion and a second regarding this resolution. The motion and second was withdrawn. It was unanimously agreed upon to table this resolution.

The above resolution is on hold.

**Resolution # 15-1410** – The Board of Commissioners is requested to approve and authorize its Executive Director to increase the total dollar value of the task order contract with Wallis Murphey Boyington Architects, Inc. to a not-to-exceed value of \$240,000.

• **Motion to accept and approve Resolution #1410.**

Motion by Pimentel, Second by Robinson.

**Vote: Commissioners:**

Michael Pimentel –Aye	Edward Hall – Aye	Lorenzo Robinson – Aye
Richard Richardson – Aye	Joseph DiCesare – Aye	Dorothy Sanders – Aye
		Gary Smith – Aye

**LEGAL REPORT**

Mr. Gilmore advised the Board that he has received all evaluation forms from the commissioners with the exception of Commissioner Robinson. He felt he had not been on the Board long enough to provide a fair evaluation. Mr. Gilmore gave a summary of the evaluation to commissioners.

**OTHER BUSINESS**

The response to the Public Forum statements by Karen Gray Rudolph. Mr. Stevenson informed the Board that he and staff met with Ms. Rudolph. The meeting was a very positive meeting. Both parties agreed to work together.



Mr. Stevenson also indicated that he received a written complaint from Kay Fields, Director of Girls Inc., regarding Ms. Rudolph. The complaint stated Ms. Rudolph informed her staff that they would need to Ms. Rudolph's approval for use of the office space or providing services to residents of West Lake Apartments. Mr. Gilmore informed the Board that he sent a letter to Ms. Rudolph addressing her role as resident representative and her lack of power to authorize or approve use of a LHA facility. A copy of the letter was distributed to the commissioners.

Commissioner DiCesare inquired about the media publicity regarding the Lake Ridge Homeowners Association and Habitat for Humanity complaints of crime in the neighborhood. Mr. Stevenson advised the Board that an email was sent to all commissioners prior to the meeting. Also, staff will be meeting with the homeowners in the next couple of weeks. Arrangement have been made in the office to answer calls from the homeowners and LHA will also be donating \$500 to the Lakeland Police Department that will go toward the purchase of a security camera.

Commissioner Robinson inquired about training and travel for commissioners and wanting to attend NAHRO training. After a lengthy discussion, Commissioner Robinson was advised to identify the training he is requesting and submit it to the Executive Director's office and see if there are funds in the budget.

The meeting adjourned at 8:04 P.M.

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**Benjamin J. Stevenson, Secretary**

**OLD BUSINESS**





**BOARD OF  
COMMISSIONERS**

Michael A. Pimentel  
**Chairman**

Rev. Richard Richardson  
**Vice-Chairman**

Eddie Hall  
**Commissioner**

Joseph DiCesare  
**Commissioner**

Lorenzo Robinson  
**Commissioner**

Dorothy Sanders  
**Commissioner**

Gary Smith  
**Commissioner**

Benjamin J. Stevenson  
**Executive Director**

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[www.LakelandHousing.org](http://www.LakelandHousing.org)

DATE: May 8, 2015  
TO: LHA Commissioners  
FROM: Benjamin Stevenson, Executive Director  
RE: Recovery Plan Update

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

1) Purchase Agreement for Sale of LHA Property

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

In March 2015, the potential buyer for the Arbor Manor property exercised their option to withdraw from the Purchase Agreement. This project is currently on hold as LHA reviews its options.

2) Reduce COCC Budget/Overall Agency Debt

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

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

The Executive Director held a series of one-on-one meetings with each LHA commissioners to discuss the agency's progress with addressing financial issues during the recovery process. Basically, LHA has passed the following Limited Management Reviews by HUD in the past year: 1) review of the Section 8 program by the HUD-Washington, D.C. office, 2) review of the financial management of the public housing program by the HUD-Washington, D.C. office and 3) review of the overall agency by the HUD-Miami office. Staff also completed an annual financial audit by an independent third party without any major finding.



3) Implement Replacement of Yardi System

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

4) Selection of Developer Partners

Status: A third party Developer Partner for the West Lake Apartments property was approved by the LHA Commissioners at the March 2015 Board meeting. LHA legal counsel is writing the Master Developer Agreement (MDA) for the partnership. The document will be presented the LHA Board of Commissioners for approval. The Developer Partner will assist LHA in submitting a low income housing tax credit application for the West Lake Apartment property.

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

5) Use of HOPE VI Funds

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

BJS

**MINUTES**  
**Recovery Plan Review Committee Meeting of**  
**The Housing Authority of the City of Lakeland**  
**Wednesday, April 15, 2015**  
**3:00 P.M.**

The members of the Recovery Plan Review Committee for The Housing Authority of the City of Lakeland met at the Lakeland Housing Authority, 430 Hartsell Avenue, Lakeland, Florida.

**COMMITTEE MEMBERS:**

Richard Richardson, Commissioner

Gary Smith, Commissioner

**LHA Staff Present:**

Benjamin Stevenson

Valerie Brown

Carlos Pizarro

Brenda Goodman

The meeting was called to order by Commissioner Richardson at 3:00 p.m. He suggested the meeting follow the agenda.

**APPROVAL OF MINUTES**

- **Motion to approve and accept the minutes of the Recovery Plan Review Committee meeting held February 3, 2015.**

Motion by Smith, second by Richardson

Minutes were accepted by consent of Commissioners Richardson and Smith.

Special Note: No meeting was held in March because two meetings (regular meeting and workshop) of the Board of Commissioners were held.

**OLD BUSINESS**

● **RECOVERY PLAN REVIEW UPDATES**

Mr. Stevenson presented an update on the Recovery Plan. He informed the committee that the potential buyer for the Arbor Manor property had withdrew the contract offer. He explained the impacted on the Recovery Plan. Mr. Stevenson distributed copies of the Recovery Plan that was originally submitted to HUD in October 2014. He gave a thorough overview of the Repayment Plan Repayment Schedule- Attachment A. He indicated LHA would continue to market and try to sale the property, but we need to adjust the schedule in the Repayment Plan. Basically, the payment schedule now anticipates completing the sale of the 10<sup>th</sup> Street property in 2015 as opposed to 2016.

The projected sale of Arbor Manor was moved to 2016. LHA also hopes to start earning Development Fees from development projects in 2016. The Board had previously approved a Developer Partner for the redevelopment of West Lake and at the upcoming April 20, 2015 Board meeting, staff will be requesting the approval for a Co-Developer to construct an Assisted Living Facility (ALF) on the 10<sup>th</sup> Street property. Mr. Stevenson indicated he was very conservative with his estimates on the repayment. He also informed the committee this Plan is a working document and there will be adjustments as they go along. Mr. Stevenson feels somewhat optimistic about the Developer Partners and their ability to find other funding sources.

Mr. Stevenson also informed the committee that LHA is being transferred to HUD - Jacksonville Field Office. HUD has agreed to swap LHA with the Orlando Housing Authority (OHA) due to a conflict between the new Field Director and the OHA. The HOPE VI program will stay with the HUD- Miami Field Office. The transition will be finalized on May 31, 2015.

Mr. Stevenson gave discussed highlights of the Recovery and Sustainability Plan FY 2014-2018 from the five (5) areas of Attachment A.

**Governance:**

The Training Opportunities have been made available to the Board. The Recovery Plan Review Committee was formed and staff has completed 71 out of 73 tasks identified in the Forensic Audit and recommended in the Corrective Action Plan. The only two remaining items are: 1) the repayment plan for fees owed by residents. Mr. Stevenson indicated he will request for HUD to remove this matter. 2) The Banking Services. LHA currently has a Request For Proposal out for bid. This task should be completed by June 2015.

**Administration:**

Mr. Stevenson advised the Board that the agency will be converting its financial management system from Yardi to Emphasys. This transaction will be completed and staff trained on the new program by August 2015.

**Finance:**

The COCC budget for Administration has been reduced. LHA reduced staffing levels via Reduction In Force in November 2014. Staff has submitted a revised Revitalization Plan with a proposal to expend the remaining \$1.9 million in HOPE VI funds.

Regarding the sale of the HOPE VI property, Mr. Stevenson stated he had been informed by the Potential Buyer that there may be opposition in the community to the sale of the property. Mr. Stevenson stated he had met with City staff and the president of the Neighborhood Association on this matter. He plans more meetings in the future. Mr. Stevenson also mentioned he has not withdrawn the Disposition Application with HUD for the Arbor Manor property because he would like to still market the property for sale. Should LHA received HUD approval for disposition and find a new buyer, staff would only need to submit a Request to Amend the Previous Approval to HUD as opposed to starting the process over from scratch.

**Programmatic:**

The task of the Section 8 Housing Choice Voucher Program being contracted out for management services has been completed. Mr. Stevenson also distributed a handout showing the SEMAP Scores for Section 8 Program. LHA received scores of 135 points for FY 2013 and was rated a High Performer. The FY 2014 score is estimated to be 140 points which will allow LHA to maintain the High Performer designation. The FY 2014 PHAS score for Public Housing is projected to be 91 points, which is also considered a high performer agency.

**Development:**

Mr. Stevenson advised that 48 affordable housing units will be constructed at the Williamstown and twelve affordable housing units at the HOPE VI site to remain. Ms. Brown stated that the intent is to move forward with the design on both. Ms. Brown advised that LHA plans to present a resolution to the LHA Board requesting approval of funds for a task order with Wallace Murphy Boyington for the 18 houses at Renaissance. Cecil Gober may be moved back a year, but LHA will move forward with the design drawings.

Commissioner Richardson asked that Recovery and Sustainability Plan FY 2014-2018 Attachment A and the corrected Recovery Plan Repayment Schedule Attachment A be made available to the Board by the next regular board meeting.

Mr. Stevenson informed the Committee that an article appeared in the Lakeland Ledger with some accusations being made by Habitat for Humanity. Mr. Stevenson and executive staff were out of town when the first meeting was held. Mr. Stevenson and staff plan to attend the next meeting at Habitat regarding the matter.

**OTHER BUSINESS**

None.

The meeting adjourned at 4:20 p.m.

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Benjamin Stevenson, Secretary

**NEW BUSINESS**

# **SECRETARY'S REPORT**



**Secretary's Report  
May 2015**

**HOPE VI Funds Expenditure**

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

**Annual Budget/Agency Update**

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

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

**Agency Plan**

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

**Other Activities**

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

As stated in the Recovery Plan update memo, a Request to Amend the Previous Approval for the disposition of the 10<sup>th</sup> Street property was submitted to the HUD SAC office. The HUD SAC

## Secretary's Report

May 2015

has assigned a staff person to review the request. I also met with the Potential Buyer and they reconfirmed their commitment to buy the property as soon as HUD approval is obtained.

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

I met with Judy Haggins, Resident Advisory Board member for Carrington Place Apartments (formerly known as Dakota Park). We walked the property together and discussed housing issues and resident concerns at the property. The property issues identified by Ms. Haggins were addressed by staff. We will also continue to work together to try and form a partnership with Southeastern University whereby they will provide afterschool tutoring for students.

I had discussions with Larry Giddens, Chief of Police, and Doug Thomas, City Manager, regarding LHA donating funds for the purchase of a security camera or cameras at the Lake Ridge community. LHA will donate \$1,000 to help with security surveillance for homeowners and the surrounding community. Please be advised LHA has officially returned the Lake Ridge Community Center back over to the City. The City is setting up the Police Athletic League in the building. We feel the increased police presence along with the new security camera(s) will have impact on criminal activity in the area. LHA is also schedule to have a Neighborhood Watch meeting with homeowners on May 20, 2015.

I met with City Councilman Phillip Walker at the Lake Ridge Community Center. We discussed the homeowners association and the City's plans for improving the community center and the surrounding neighborhood. LHA will be allowed to host future meetings with the homeowners association at this location.

I and my Executive staff met with Steve Boyington and other members of the Wallis Murphey Boyington firm. We discussed development opportunities at the Williamstown and West Lake properties.

I also met with all LHA commissioners to discuss progress with the financial status of the agency and future development opportunities.

Respectfully submitted,

*Benjamin Stevenson*

Secretary

**OPERATION AND ADMINISTRATION  
REPORTS**

# **AFFORDABLE HOUSING REPORT**

**◀ Housing Report**

**◀ FSS & Resident Activities**

# Affordable Housing Department Board Report May Meeting 2015

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

Updates for the month of April:

- The LHA website includes many new features that are now available at the [www.lakelandhousing.org](http://www.lakelandhousing.org).
- Colton Meadow Apartments was subject of the annual Low Income Housing Tax Credit management audit and physical inspection from the State Agency. The auditors were very impressed and indicated that the audit and condition of the property and management practices were outstanding and excellent.
- The Housing Choice Voucher Program (Section 8) received its final HUD SEMAP score of 138 points out of a possible 145. The program received the **“High Performer designation for fiscal year 2014”**. The different this year is that HUD performed a Limited Review/Audit to validate the accuracy of our 14 SEMAP indicators, the results were excellent.
- The Section 8 program applied and was awarded additional funding for 10 VASH Vouchers this month.

## **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
4/30/2015	100%	5/05/2015

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

***Resident Characteristics Report As of April 30, 2015 for Public Housing and Section 8 Average***  
**FL is Florida and FL011 is Lakeland Housing Authority**

<b>Units Information</b>							
<b>Average Gross Rent Information</b>							
<i>Average Gross Rent by Unit Size(\$)</i>							
<b>HA</b>	<b>0 Bedrooms</b>	<b>1 Bedroom</b>	<b>2 Bedrooms</b>	<b>3 Bedrooms</b>	<b>4 Bedrooms</b>	<b>5+ Bedrooms</b>	<b>Overall Average Gross Rent</b>
FL	692	808	945	1219	1495	1855	1050
FL011	538	626	777	1033	1238	1454	885
<b>Average Total Tenant Payment Information</b>							
<i>Average Family Share by Unit Size - All Families(\$)</i>							
<b>HA</b>	<b>0 Bedrooms</b>	<b>1 Bedroom</b>	<b>2 Bedrooms</b>	<b>3 Bedrooms</b>	<b>4 Bedrooms</b>	<b>5+ Bedrooms</b>	<b>Overall Average Tenant Payment</b>
FL	249	282	353	441	498	546	377
FL011	188	265	307	376	401	398	332
<b>Average Tenant Rent Information</b>							
<i>Average Total Family Share by Unit Size (\$) - Regular Rent</i>							
<b>HA</b>	<b>0 Bedrooms</b>	<b>1 Bedroom</b>	<b>2 Bedrooms</b>	<b>3 Bedrooms</b>	<b>4 Bedrooms</b>	<b>5+ Bedrooms</b>	<b>Overall Average Tenant Rent</b>
FL	249	282	353	440	497	546	376
FL011	188	265	307	376	401	398	332
<i>Average Total Family Share by Unit Size (\$) - Prorated Rent</i>							
<b>HA</b>	<b>0 Bedrooms</b>	<b>1 Bedroom</b>	<b>2 Bedrooms</b>	<b>3 Bedrooms</b>	<b>4 Bedrooms</b>	<b>5+ Bedrooms</b>	<b>Overall Average Tenant Rent</b>
FL	0	575	639	665	675	546	652
FL011	0	0	0	0	0	398	0
<b>Average Assistance Payment Information</b>							
<i>Average Assistance Payment by Unit Size (\$) - All Families</i>							
<b>HA</b>	<b>0 Bedrooms</b>	<b>1 Bedroom</b>	<b>2 Bedrooms</b>	<b>3 Bedrooms</b>	<b>4 Bedrooms</b>	<b>5+ Bedrooms</b>	<b>Overall Average Assistance Payment</b>
FL	442	526	592	779	997	1308	673
FL011	350	362	470	656	837	1056	554
<i>Average Assistance Payment by Unit Size (\$) - Regular Rent</i>							
<b>HA</b>	<b>0 Bedrooms</b>	<b>1 Bedroom</b>	<b>2 Bedrooms</b>	<b>3 Bedrooms</b>	<b>4 Bedrooms</b>	<b>5+ Bedrooms</b>	<b>Overall Average Assistance Payment</b>
FL	442	526	593	779	997	1309	673
FL011	350	362	470	656	837	1056	554

## Housing Choice Voucher Program Report

- **Tenant-Based Waitlist**

As of April 30, 2015, the Housing Choice Voucher tenant based waiting list contained seventy eight (78) applicants.

- **VASH Waitlist**

As of April 30, 2015, the Veteran Affairs Supportive Housing waiting list contained three (3) applicants.

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

As of April 30, 2015, Lakeland Housing Authority project-based waiting list for the Manor at West Bartow contained nine (9) applicants.

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

As of April 30, 2015, Lakeland Housing Authority project-based waiting list for the Villas at Lake Bonnet contained one hundred seven (107) applicants.

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

As of April 30, 2015, Lakeland Housing Authority project-based waiting list for Habitat for Humanity contained one (1) applicant.

- **Port Outs**

LHA currently has twenty one (21) port-outs in the month of April. Port outs are clients that use their voucher in another jurisdiction.

- **Port Ins**

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

- **Lease-up & Movers**

As of April 30, 2015, Lakeland Housing Authority issued eight (8) vouchers to movers. We received seven (7) Requests for Tenancy Approvals during the month of April. We processed six (6) unit transfers, one (1) initial move-in, and zero (0) port-in.

- **Active Clients**

As of April 30, 2015, LHA is servicing 1,230 families on the Housing Choice Voucher program. These families include 959 regular Housing Choice Voucher holders, 38 Mainstream Disabled Housing Vouchers, 53 VASH, 104 Project-Based Vouchers, 63 Tenant Protection Program (TenPro) and 13 Port Ins.

- **EOP – End of Participation**

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

<b>Reason</b>	<b>Number</b>
Termination – Criminal	0
Termination – Unreported income and/or family composition	0
Left w/out notice	0
No longer need S/8 Assistance	0
Deceased	0



Landlord Eviction	0
Lease and/or Program Violations non-curable	0
Voucher Expired	0

- **PIC Reporting Percentage**

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

Effective Date	HCV	Date Collected
04/30/2015	98.54%	05/06/2015

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

- The Housing Choice Voucher Department processed ninety eight (98) annual certifications and fifty two (52) interim certifications.
- A total of one hundred and six (106) Housing Quality Standards (HQS) inspections were conducted.

<b>RECEPTION MONTHLY REPORT 2015</b>					
<b>REQUEST TO LIST</b>					
	<b>VISITOR'S COUNT</b>	<b>RFTA</b>	<b>PROPERTY</b>	<b>INTERIM CHANGE</b>	<b>STAMPED MAIL</b>
<b>January</b>	669	28	8	35	2071
<b>February</b>	571	24	9	41	2053
<b>March</b>	565	11	6	61	2068
<b>April</b>	693	7	8	52	2050



Reports from the Communities

Communities

1. West Lake
2. West Lake Addition
3. Cecil Gober
4. John Wright Homes
5. Carrington Place (Formerly known as Dakota Apartments)
6. Renaissance/Washington Ridge
7. Villas at Lake Bonnet
8. Colton Meadow
9. The Manor at West Bartow (Note: two units are down due to a broken sprinkle flooded these units, insurance company is working on the case)

Item	WestLake	WestLake Addition	Cecil Gober	John Wright	Carrington Place	Renaissance	Villas Lake Bonnet	Colton Meadow	Manor at West Bartow
<b>Occupancy 99% averaged</b>	100%	98%	98%	100%	99%	99%	99%	100%	98%
Down units due to modernization/ Insurance						1-Flood			2-Flood
Vacant units	0	1	1	0	1	1	1	0	2
Current rents:									
1 bedroom	387	425	481	N/A	N/A	613	N/A	N/A	699
2 bedrooms	443	508	N/A	526	736	736	627	627	801
3 bedrooms	543	576	N/A	579	850	850	709	709	N/A
4 bedrooms	581	N/A	N/A	N/A	949	949	N/A	780	N/A
5 bedrooms	N/A	N/A	N/A	N/A	1047	N/A	N/A	N/A	N/A
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No
Number of Annual Certifications done	5	9	6	0	5	43	22	11	4

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

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

- **West Lake Apartments**

April was another busy month at our computer lab. We Care Services has provided job search assistance programs, computer job search (Employ Florida) and cover letter and resume preparation. These services are available every Wednesday and Thursday from 11am – 2pm. We are now open for our residents Monday – Thursday 10am – 1pm.

- **R. Bruce Wagner Elementary School & West Lake Community**

The children have really done very well this year in attending the tutoring program. The combination of reading and math with a little fun seems to have worked well for our kids.

- **Kids Club**

Pastor Teresa and her ministry team from Victory Church, Lakeland comes out to our community every Monday from 4pm-6pm to service our community. They provide our kids with a mini bible lesson, prayer, game-time and a snack.



- **Prodigy**

Girls Incorporated is now in session at West Lake Community Center, providing dance and art instruction every Monday & Thursday 4pm-6pm. Our families are really excited about this addition to our programs.

- **Brains & Basketball**

We are currently still recruiting youth between the ages of 14-18 from within our community to join the team. Games will be held at West Lake Community Center Basketball Court. This program provide positive mentoring and team building to keep our youth from engaging in destructive behavior and away from gang activities.

- **Job Search/Florida ACCESS Center**

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

- **Cecil Gober Villa's**

Our residents are utilizing our "How May We Assist You?" One - on - One Service. We are on site every Tuesday from 10 a.m. - Noon, to assist our residents in some of the tasks that they may need assistance with. For the month of April we were able to assist 11 residents on site.

Our computer lab is becoming a hot spot at the Villa's. The residents are starting to enjoy being able to search the computer to find things that they are interested in, some like recipes, some like to find new places to shop at and some like to just search and see what's going on in different places around the world.

We are starting up our weekly game day in May, Tuesdays from 12pm-2pm.

On April 9, 2015, Simply Health Care's Representative Kevin Busser came out with donuts and refreshments and spoke to our residents about the importance of being educated in the many health options that exist. He assisted 7 residents on site with dental plans.



- **Colton Meadow Apartments**

On April, 22 We Care Services came out and provided glucose screen, Blood Pressure checks and medication management.

- **Carrington Place Resident Meeting**

Our Shadows Instructional Youth Program facilitated by Ms. Katherine Ellerbe Monday – Friday 2pm – 6pm is totally full now. This program focuses on at risk youth. Their goal is to help fulfill the needs for recreation, education and instructional activities by providing quality information to assist youth in making lasting changes in their lives.

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

Our Resident Advisory Board is being revamped for 2015. Our Election date has been changed to May 11, 2015 1PM- 3-PM.



- 2015 Senior Spring Fling



Our seniors had wonderful time at our Sr. Spring Fling. I welcomed our residents with a brief speech. Our VP of Administration & Finance Valerie Brown was there interacting with our residents. Sr. Program Property Manager Jennifer Robinson, Property Manager Lovett Johnson, Asst. Property Manager Jeanette Figueroa, Assistant Property Manager, Patrick Roberts, Property Manager Vanessa Johnson, Maintenance Tech Sylvester Pitts assisted with serving our residents. Our Entire Youth Build Team assisted with the Set-up and break down of the event.

Bar-B-Q catered by Jimbo's Pit, Photos & DJ Services provided by Riggs Special Events. We had hours of good food, fellowship, line dancing and fun. Several of our residents took home a personalized framed photo as a souvenir.

- **Resident Services/ Dress 4 Success Clothing Closet**

A special Thank you to our Commissioner Dorothy Sanders, she donated over 20 pairs of shoes to our LHA's Dress 4 Success Clothing Closet". In the month of April we were able to provide an outfit, purse and a pair of shoes to one of our residents who had an interview.

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

Respectfully,

*Carlos R. Pizarro An*

Carlos R. Pizarro, Vice-President of Affordable Housing



# **ADMINISTRATION REPORT**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie Brown, VP of Administration

DATE: May 18, 2015

RE: March 2015 Financial Statements

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

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

These statements are unaudited and compiled from LHA Finance.

A handwritten signature in purple ink that reads "Valerie Brown". The signature is written in a cursive style and is positioned above a horizontal line.

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 three months (Year to Date) ended March 31, 2015**

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

1. Central Office Cost Center (COCC):
  - A. The COCC has a positive cash flow year to date of \$2,925.00. The administrative expense shows a variance of 16% in savings. The income from Public Housing and Section 8 continues show a variance due to the missing FSS grant funding. Staff continues to work with the Paychex software to have 2015 FSS expenses reclassified so that the funds can be drawn down from eLOCCS during this reporting period.
  - B. Timing of funds continues to be an issue with the COCC cash account. This is due to the funding from HUD and DOL grants being reimbursement grants; which prevents the agency from drawing down the funds prior to the cost being incurred. Staff continues to investigate mechanisms for maintaining positive balances within this subaccount.
2. Public Housing (AMP 1: West Lake Apartments, John Wright Homes and Cecil Gober Villas):
  - A. AMP 1 financial report shows a Year to Date net income gain of \$46,967.00. Expenses continue to be lower than expected.
3. Section 8 Housing Choice Voucher Program:
  - A. Section 8 financial reports shows that once the FSS Coordinator grant is received the program will show a positive net operating income (NOI).
4. The Manor at West Bartow:
  - A. The Manor at West Bartow Year to Date net operating income is a positive \$35,857.00 and the overall expenses are lower than expected.
5. Colton Meadow LLLP:
  - A. Colton Meadow Apartments Year to Date net operating income is a positive \$32,000.00 and the overall expenses are lower than expected.
6. Bonnet Shores LLLP:
  - A. Villas at Lake Bonnet Year to Date net operating income is a positive \$8,686.00 and the overall expenses are lower than expected.
7. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place:
  - A. Carrington Place Year to Date net operating income is a positive \$40,561.00. This has resulted in reduced subsidy from HUD for operations.
8. Renaissance at Washington Ridge LTD., LLLP:
  - A. Renaissance at Washington Ridge is now showing a current month positive net operating income (NOI) of \$15,226.00

Conclusion: The overall financial health of the agency continues to improve and we continue to implement saving measures and working ideas in order to stay ahead of the budget.



**Lakeland Housing Authority  
Central Office Cost Center  
Statement of Operations  
For the Current Month and Three Months Ended March 31, 2015**

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	-	-	-	#DIV/0!	(131)	-	(131)	#DIV/0!	0
Public Housing & Sec 8 Management Income	29,659	55,608	(25,948)	-46.66% <b>1</b>	119,727	166,823	(47,095)	-0.28	667,290
Other Income	3,701	-	3,701	#DIV/0!	10,200	-	10,200	#DIV/0!	-
Grants Salary Cont.(YB-Director)	1,000	1,000	-	0	3,000	3,000	-	0.00	12,000
Capital Fund Operations (1406)	5,000	5,000	-	0.00%	15,000	15,000	-	0.00	60,000
Capital Fund Allocation (1410)	3,000	3,000	-	0.00%	9,000	9,000	-	0.00	36,000
<b>Total Revenue</b>	<b>42,360</b>	<b>64,608</b>	<b>(22,248)</b>	<b>-34.44%</b>	<b>156,797</b>	<b>193,823</b>	<b>(37,025)</b>	<b>-19.10%</b>	<b>775,290</b>
Administrative Expenses	46,356	55,750	(9,394)	-16.85% <b>2</b>	139,986	167,249	(27,263)	-16.30%	668,996
Utility Expense	231	264	(33)	-12.60% <b>2</b>	2,978	792	2,186	276.09%	3,168
Maintenance Expense	1,629	1,221	407	33.33% <b>2</b>	9,340	3,664	5,675	154.87%	14,658
General Expenses	-	1,148	(1,148)	-100.00% <b>2</b>	-	3,445	(3,445)	-100.00%	13,781
Total Expense before depreciation	48,215	58,384	(10,168)	-17.42%	152,304	175,151	(22,847)	-13.04%	700,602
<b>Operating Income (Loss) before Depreciation</b>	<b>(5,856)</b>	<b>6,224</b>	<b>(12,080)</b>	<b>-194.08%</b>	<b>4,494</b>	<b>18,672</b>	<b>(14,178)</b>	<b>-75.93%</b>	<b>74,688</b>
Depreciation	523	133	-	0.00%	1,569	399	1,170	293.23%	1,596
<b>Total Expense</b>	<b>48,738</b>	<b>58,517</b>	<b>(10,168)</b>	<b>-17.38%</b>	<b>153,873</b>	<b>175,550</b>	<b>(21,677)</b>	<b>-12.35%</b>	<b>702,198</b>
<b>Net Operating Income (Loss)</b>	<b>(6,379)</b>	<b>6,091</b>	<b>(12,080)</b>	<b>-</b>	<b>2,925</b>	<b>18,273</b>	<b>(15,348)</b>	<b>(0)</b>	<b>73,092</b>

Comments

- 1 Income is missing subsidy from FSS Coordinator Grant due to interface issues w-Paychex; which are in the process of being resolved.
- 2 Variable Expenses

**Lakeland Housing Authority**  
**Central Office Cost Center**  
**Balance Sheet**  
**March 31, 2015**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	-3,026.86
Total Unrestricted Cash	<u>-3,026.86</u>
<b>TOTAL CASH</b>	<b>-3,026.86</b>
<b>ACCOUNTS AND NOTES RECEIVABLE</b>	
Due from Public Housing General	-11,828.00
A/R - ROSS/HUD	67,694.56
Due from Hampton Hills	650.00
Due from Arbor Manor LTD	1,099.00
Due from West Lake Management, LLC	-63,768.13
A/R - 21st Century/DOE	67,831.11
Due from Youthbuild-DOL2011	22,329.41
A/R - Youthbuild DOL 2014	132,098.25
A/R - Capital Fund Grants/HUD	24,000.00
Due from Villas at Lake Bonnet	405.03
A/R - Twin Lakes LLLP	139.00
Due from Development-General	18,103.67
Due from Section 8 HCV	<u>-50,200.00</u>
<b>TOTAL DUE FROM</b>	<b>208,553.90</b>
A/R-Youthbuild Non-Grant	<u>3,000.00</u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b>211,553.90</b>
<b>OTHER CURRENT ASSETS</b>	
Prepaid Software Licenses	1,827.11
<b>TOTAL OTHER CURRENT ASSETS</b>	<b><u>1,827.11</u></b>
<b>TOTAL CURRENT ASSETS</b>	<b><u>210,354.15</u></b>
<b>NONCURRENT ASSETS</b>	
<b>FIXED ASSETS</b>	
Furniture & Fixtures	11,858.60
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-13,856.00
Intangible Assets	
<b>TOTAL FIXED ASSETS (NET)</b>	<b><u>20,585.44</u></b>
<b>TOTAL NONCURRENT ASSETS</b>	<b><u>20,585.44</u></b>
<b>TOTAL ASSETS</b>	<b><u>230,939.59</u></b>

**LIABILITIES & EQUITY**

**LIABILITIES**

**CURRENT LIABILITIES**

A/P Vendors and Contractors	24,013.66
State Unemployment Tax	1,156.10
Workers Compensation	20,525.80
401 Plan Payable	7,565.00
Health Insurance Payable	-17,329.39
Accrued Audit Fees	9,375.00
Due to Federal Master	2,831,247.32
Due to Polk County Developers, Inc.	253,800.00
Accrued Compensated Absences-Current	<u>13,222.48</u>
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,143,575.97</b>

**NONCURRENT LIABILITIES**

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

**TOTAL LIABILITIES**

**3,168,132.00**

**EQUITY**

**RETAINED EARNINGS**

Retained Earnings-Unrestricted Net Assets	<u>-2,937,192.41</u>
<b>TOTAL RETAINED EARNINGS:</b>	<b>-2,937,192.41</b>

**TOTAL EQUITY**

**-2,937,192.41**

**TOTAL LIABILITIES AND EQUITY**

**230,939.59**

**Lakeland Housing Authority  
Central Office Cost Center  
Changes in Cash  
For the Current Month and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	-12,549.99	-3,026.86	9,523.13
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-12,549.99</b>	<b>-3,026.86</b>	<b>9,523.13</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	-6,877.38	-3,026.86	3,850.52
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-6,877.38</b>	<b>-3,026.86</b>	<b>3,850.52</b>

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Statement of Operations - Program Administration**  
**For the Current and Three Months Ended March 31, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue	49,364	55,773	(6,408)	-11.49%	1	150,712	167,318	(16,606)	-9.92%	669,271
Other Income	1	9	(8)	-89.20%		2,072	28	2,044	7433.13%	110
<b>Total Revenue</b>	<b>49,365</b>	<b>55,782</b>	<b>(6,417)</b>	<b>-11.50%</b>		<b>152,784</b>	<b>167,345</b>	<b>(14,561)</b>	<b>-8.70%</b>	<b>669,381</b>
Administrative Expenses	61,017	52,465	8,552	16.30%	2	164,106	157,395	6,712	4.26%	629,579
Utility Expense	1,044	723	321	44.45%		1,044	2,168	(1,124)	-51.85%	8,670
Maintenance Expense	231	1,454	(1,223)	-84.11%		955	4,363	(3,408)	-78.11%	17,450
General Expenses (Insurance, etc.)	-	130	(130)	-100.00%		(1,133)	391	(1,524)	-389.73%	1,564
Total Expense before Depreciation	62,292	54,772	7,520	13.73%		164,972	164,316	656	0.40%	657,263
<b>Operating Income (Loss) before Depreciation</b>	<b>(12,926)</b>	<b>1,010</b>	<b>(13,936)</b>	<b>-1380.03%</b>	<b>1</b>	<b>(12,188)</b>	<b>3,030</b>	<b>(15,218)</b>	<b>-502.31%</b>	<b>12,118</b>
Depreciation	344	-	344			1,031	-	1,031		-
<b>Total Expense</b>	<b>62,635</b>	<b>54,772</b>	<b>7,863</b>	<b>14.36%</b>		<b>166,003</b>	<b>164,316</b>	<b>1,687</b>	<b>1.03%</b>	<b>657,263</b>
<b>Net Operating Income (Loss)</b>	<b>(13,270)</b>	<b>1,010</b>	<b>(14,280)</b>	<b>-1414.06%</b>		<b>(13,219)</b>	<b>3,030</b>	<b>(16,249)</b>	<b>-536.34%</b>	<b>12,118</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	690,038	669,176	20,862	3.12%		2,045,075	2,007,529	37,546	1.87%	8,030,116
Port In HAP Reimbursements Received	9,881	35,000	(25,119)	-71.77%	3	19,778	105,000	(85,222)	-81.16%	420,000
Other income	5	-	1	0.00%		16	-	16	0.00%	-
<b>Total Revenue</b>	<b>699,924</b>	<b>704,176</b>	<b>(4,253)</b>	<b>-0.60%</b>		<b>2,064,869</b>	<b>2,112,529</b>	<b>(47,660)</b>	<b>-2.26%</b>	<b>8,450,116</b>
Housing Assistance Payments	709,192	660,000	49,192	7.45%	4	2,103,441	1,980,000	123,441	6.23%	7,920,000
Tenant Utility Reimbursement	23,599	22,424	1,175	5.24%		72,264	67,272	4,992	7.42%	269,088
Port Out HAP Payments	6,087	15,390	(9,303)	-60.45%	5	22,117	46,170	(24,053)	-52.10%	184,680
FSS Escrow Payments	5,953	6,326	(373)	-5.89%		18,769	18,978	(210)	-1.10%	75,912
<b>Total Expense</b>	<b>744,831</b>	<b>704,140</b>	<b>40,691</b>	<b>5.78%</b>		<b>2,216,590</b>	<b>2,112,420</b>	<b>104,170</b>	<b>4.93%</b>	<b>8,449,680</b>
<b>Net Operating Income (Loss)</b>	<b>(44,908)</b>	<b>36</b>	<b>(44,944)</b>	<b>0.00%</b>	<b>6</b>	<b>(151,721)</b>	<b>109</b>	<b>(151,830)</b>	<b>0.00%</b>	<b>436</b>

Comments

- 1 Income is missing subsidy from FSS Coordinator Grant due to interface issues w-Paychex; which are in the process of being corrected. After the FSS Coordinator Grant income is applied the program cash flow will be a positive \$811.99 before depreciation.
- 2 Variance is higher than budgeted due to temporary help needed, however, some of these expenses will be charged to other departments.
- 3 HAP subsidy received is higher than budgeted.
- 4 HAP expenses are higher due to we are working with HUD to maximize the usage of HUD held reserves in the amount of \$800,000.00 and we have savings in the amount of 42,000.00 in the UNA account.
- 5 Reimbursement is lower than anticipated due to LHA absorbing the clients.
- 6 We are being reimburse the expenses as we go, in April we received an extra 91,000.00



**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Balance Sheet**  
**as of March 31, 2015**

<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
Unrestricted Cash		<b>CURRENT LIABILITIES</b>	
Cash Operating 1	40,057.31		
Cash Operating 2B	30,438.42		
Cash Operating 3	52,780.81	A/P Vendors and Contractors	-42,692.52
Negative Cash S8 Voucher	707.80	Accrued Audit Fees	42,187.50
Total Unrestricted Cash	123,984.34	Due to Federal Master	180,561.29
Restricted Cash		Due to Section 8	342,959.57
Cash Restricted - FSS Escrow	137,278.46	Due to Central Office Cost Center	6,656.64
Total Restricted Cash	137,278.46	Tenant Prepaid Rents	3,683.34
Clearing	5,761.52	State of FL Unclaimed Funds	33,224.76
		Accrued Compensated Absences-Cur	4,108.72
		Accrued FSS Escrow Short Term	14,379.73
<b>TOTAL CASH</b>	<b>267,024.32</b>	<b>TOTAL CURRENT LIABILITIES</b>	<b>585,069.03</b>
<b>ACCOUNTS AND NOTES RECEIVABLE</b>			
A/R-Tenants	20,052.81		
AR-Formal Agreements	4,756.04		
Due from Section 8 Mainstream	-33,108.67		
Due from Section 8 VASH	69,017.00		
Due from The Manor at West Bartow	189,912.00	<b>NONCURRENT LIABILITIES</b>	
Due from Section 8 Tenant Protection Vouchers	109,626.00	Accrued Compensated Absences-LT	7,630.47
Due from PortProp	9,324.61	FSS Due to Tenant Long Term	150,333.27
Due from Portpay	-1,811.37	<b>TOTAL NONCURRENT LIABILITIES</b>	<b>157,963.74</b>
<b>TOTAL DUE FROM</b>	<b>342,959.57</b>		
A/R-Other Government	669.06		
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b>368,437.48</b>	<b>TOTAL LIABILITIES</b>	<b>743,032.77</b>
<b>OTHER CURRENT ASSETS</b>			
Prepaid Software Licenses	9,086.05		
<b>TOTAL OTHER CURRENT ASSETS</b>	<b>9,086.05</b>		
<b>TOTAL CURRENT ASSETS</b>	<b>644,547.85</b>		
<b>NONCURRENT ASSETS</b>		<b>EQUITY</b>	
<b>FIXED ASSETS</b>			
Furniture & Fixtures	26,461.08		
Accum Depreciation- Misc FF&E	-17,040.26	<b>RETAINED EARNINGS</b>	
Intangible Assets		Retained Earnings-Unrestricted Net /	-86,658.10
<b>TOTAL FIXED ASSETS (NET)</b>	<b>9,420.82</b>	<b>TOTAL RETAINED EARNINGS:</b>	<b>-86,658.10</b>
Non-Dwelling Equipment	2,406.00		
<b>TOTAL NONCURRENT ASSETS</b>	<b>11,826.82</b>	<b>TOTAL EQUITY</b>	<b>-86,658.10</b>
<b>TOTAL ASSETS</b>	<b>656,374.67</b>	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>656,374.67</b>

**Lakeland Housing Authority**  
**Section 8 Housing Choice Voucher Program**  
**Changes in Cash**  
**For the Current and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	17,497.27	40,057.31	22,560.04
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	122,554.82	30,438.42	-92,116.40
Cash Operating 3	52,341.83	52,780.81	438.98
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8 Voucher	0.00	707.80	707.80
Cash Restricted-Security Deposits	0.00	0.00	0.00
Cash Restricted - FSS Escrow	147,409.43	137,278.46	-10,130.97
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>339,803.35</b>	<b>261,262.80</b>	<b>-78,540.55</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	70,739.82	40,057.31	-30,682.51
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	106,663.18	30,438.42	-76,224.76
Cash Operating 3	49,918.24	52,780.81	2,862.57
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8 Voucher	0.00	707.80	707.80
Cash Restricted-Security Deposits	0.00	0.00	0.00
Cash Restricted - FSS Escrow	147,478.14	137,278.46	-10,199.68
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>374,799.38</b>	<b>261,262.80</b>	<b>-113,536.58</b>

**Lakeland Housing Authority  
Public Housing (AMP 1)  
Statement of Operations  
For the Current and Three Months Ended March 31, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	23,811	24,107	(296)	-1.23%	<b>1</b>	69,808	72,321	(2,514)	-3.48%	<b>289,285</b>
Other Tenant Income	1,436	1,029	407	39.51%		1,841	3,087	(1,246)	-40.35%	<b>12,348</b>
Government Subsidy Income	55,784	58,664	(2,880)	-4.91%		167,679	175,992	(8,313)	-4.72%	<b>703,970</b>
Interest Income Restricted	2,818	2,820	(2)	-0.08%		8,454	8,461	(7)	-0.08%	<b>33,844</b>
Other Income	30	160	(131)	-81.58%		128	481	(354)	-73.47%	<b>1,925</b>
<b>Total Revenue</b>	<b>83,878</b>	<b>86,781</b>	<b>(2,903)</b>	<b>-3.35%</b>		<b>247,910</b>	<b>260,343</b>	<b>(12,434)</b>	<b>-4.78%</b>	<b>1,041,373</b>
Administrative Expenses	28,601	42,836	(14,235)	-33.23%	<b>2</b>	85,329	128,508	(43,179)	-33.60%	<b>514,030</b>
Tenant Services Expenses	-	1,052	(1,052)	-100.00%		619	3,157	(2,538)	-80.41%	<b>12,628</b>
Utility Expense	10,251	8,380	1,871	22.33%		28,598	25,139	3,459	13.76%	<b>100,554</b>
Maintenance and Development Expense	31,783	23,398	8,385	35.84%		60,230	70,194	(9,965)	-14.20%	<b>280,778</b>
General Expenses	1,840	7,422	(5,581)	-75.20%		4,480	22,265	(17,785)	-79.88%	<b>89,060</b>
Housing Assistance Payments	(3,865)	2,500	(6,365)	-254.60%		21,688	7,500	14,188	189.17%	<b>30,000</b>
Operating expense before Depreciation	68,610	85,587	(16,977)	-19.84%		200,943	256,762	(55,819)	-21.74%	<b>1,027,050</b>
<b>Net Operating Income (Loss)</b>	<b>15,268</b>	<b>1,194</b>	<b>14,074</b>	<b>1179.18%</b>	<b>3</b>	<b>46,967</b>	<b>3,581</b>	<b>43,386</b>	<b>1211.68%</b>	<b>14,323</b>
Depreciation	-	66,917	-	0.00%		-	200,751	(200,751)	-100.00%	<b>803,002</b>
<b>Total Expenses</b>	<b>68,610</b>	<b>152,504</b>	<b>(16,977)</b>	<b>-11.13%</b>		<b>200,943</b>	<b>457,513</b>	<b>(256,570)</b>	<b>-56.08%</b>	<b>1,830,052</b>
<b>Net Income (Loss)</b>	<b>15,268</b>	<b>(65,723)</b>	<b>14,074</b>	<b>-21.41%</b>		<b>46,967</b>	<b>(197,170)</b>	<b>244,137</b>	<b>-123.82%</b>	<b>(788,680)</b>

**Comments**

- 1** 177 Public Housing units (West Lake Apartments, Cecil Gober Villas and John Wright Homes)
- 2** Variance reflects lower than budgeted expenses.
- 3** Variance reflects higher than budgeted NOI current month and year to date.

**Lakeland Housing Authority  
Public Housing (AMP 1)  
Balance Sheet  
March 31, 2015**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	1,878,692.16
Negative Cash LHA Master	-300.00
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	<u>1,879,192.16</u>
Restricted Cash	
Cash Restricted-Security Deposits	53,913.00
Cash Restricted - FSS Escrow	<u>36,749.00</u>
Total Restricted Cash	<u>90,662.00</u>
<b>TOTAL CASH</b>	<b><u>1,969,854.16</u></b>
<b>ACCOUNTS AND NOTES RECEIVABLE</b>	
A/R - Tenants	30,637.09
Allowance for Doubtful Accounts-Tenants	-22,623.17
AR-Formal Agreements	1,070.89
Due from West Lake	-7,681.91
Due from West Lake Addition	-7,317.71
Due from John Wright Homes	-1,174.05
Due from Cecil Gober	-14,773.09
A/R - ROSS/HUD	-43,057.50
Due from Hampton Hills	7,278.80
Due from West Lake Management, LLC	124,711.11
A/R - 21st Century/DOE	235,944.97
Due from Youthbuild-DOL2011	-93,433.79
A/R - Safety & Security Grant	9,850.36
Due from Development-General	445,998.01
Due from Cecil Gober, LLLP	2,655.02
Due from Section 8 HCV	180,561.29
Due from Central Office Cost Center	<u>2,813,331.55</u>
<b>TOTAL DUE FROM</b>	<b><u>3,652,893.06</u></b>
Lakeridge Homes 3rd Mortgage	251,000.00
Lakeridge Homes 2nd Mortgage	52,000.00
Colton Meadow Mortgage	450,845.00
Villas at Lake Bonnet Mortgage	1,009,877.00
A/R Villas at Lake Bonnet Mort. Interest	151,485.00
Hampton Hills Operating Subsidy Receivable	<u>-7,057.00</u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b><u>5,570,127.87</u></b>
<b>OTHER CURRENT ASSETS</b>	
Eviction Escrow Acct.	1,000.00
Prepaid Expenses and Other Assets	3,399.89
Prepaid Insurance	77,672.21
Prepaid Software Licenses	2,767.07
Insurance Deposit	37,400.00
Utility Deposit - Electric	<u>2,600.00</u>
<b>TOTAL OTHER CURRENT ASSETS</b>	<b><u>124,839.17</u></b>
<b>TOTAL CURRENT ASSETS</b>	<b><u>7,664,821.20</u></b>
<b>NONCURRENT ASSETS</b>	
<b>FIXED ASSETS</b>	
Land	1,466,869.23
Buildings	387,372.77
Machinery & Equipment	6,687.73
Automobiles	149,853.20
Site Improvement-Infrastructure	582,079.00
Accum Depreciation-Buildings	-9,075,728.43
Accum Depreciation- Misc FF&E	-59,973.27
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
<b>TOTAL FIXED ASSETS (NET)</b>	<b><u>-7,124,918.77</u></b>
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	3,934,551.27
Dwelling Structures	5,068,651.47
Dwelling Equipment	26,489.50
Non-Dwelling Structures	529,456.62
Non-Dwelling Equipment	<u>622,929.94</u>
<b>TOTAL NONCURRENT ASSETS</b>	<b><u>3,129,415.85</u></b>
<b>TOTAL ASSETS</b>	<b><u>10,794,237.05</u></b>

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	50,152.44
Tenant Security Deposits	50,613.00
Security Deposit-Pet	1,200.00
Accrued PILOT	55,625.34
Accrued Audit Fees	42,187.50
Due to Federal Master	-38,546.15
YouthBuild Funds on Hand	10,294.02
HOPE VI Funds on Hand	249,952.85
Due to LPHC General	303,000.00
Due to Magnolia Pointe	155,869.65
Due to Central Office Cost Center	-33,443.74
Hampton Hills Subsidy Payable	7,057.00
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	6,606.09
Accrued Compensated Absences-Current	<u>2,349.71</u>
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>848,289.70</u></b>
<b>NONCURRENT LIABILITIES</b>	
Accrued Compensated Absences-LT	4,363.74
FSS Due to Tenant Long Term	<u>22,613.93</u>
<b>TOTAL NONCURRENT LIABILITIES</b>	<b><u>26,977.67</u></b>
<b>TOTAL LIABILITIES</b>	<b><u>875,267.37</u></b>
<b>EQUITY</b>	
<b>RETAINED EARNINGS</b>	
Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	<u>4,250,916.68</u>
<b>TOTAL RETAINED EARNINGS:</b>	<b><u>9,918,969.68</u></b>
<b>TOTAL EQUITY</b>	<b><u>9,918,969.68</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>10,794,237.05</u></b>

**Lakeland Housing Authority**  
**Public Housing (AMP 1)**  
**Changes in Cash**  
**For the Current and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	1,935,636.47	1,878,692.16	-56,944.31
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	-300.00	-300.00
Cash Restricted-Security Deposits	53,613.00	53,913.00	300.00
Cash Restricted - FSS Escrow	39,601.36	36,749.00	-2,852.36
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>2,028,850.83</b>	<b>1,969,054.16</b>	<b>-59,796.67</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	1,821,543.99	1,878,692.16	57,148.17
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	-300.00	-300.00
Cash Restricted-Security Deposits	52,713.00	53,913.00	1,200.00
Cash Restricted - FSS Escrow	39,601.36	36,749.00	-2,852.36
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>1,913,858.35</b>	<b>1,969,054.16</b>	<b>55,195.81</b>

**Lakeland Housing Authority  
Dakota Park Limited Partnership, LLLP  
d/b/a Carrington Place  
Statement of Operations  
For the Current and Three Months Ended March 31, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,157	11,675	482	4.13%	1	36,789	35,024	1,765	5.04%	140,096
Other Tenant Income	120	765	(645)	-84.31%		1,528	2,295	(767)	-33.40%	9,180
Government Subsidy	20,945	8,564	12,381	144.57%	2	35,490	25,692	9,798	38.14%	102,768
Other Income	1	1	(0)	-14.40%		3	4	(1)	-16.53%	15
<b>Total Revenue</b>	<b>33,223</b>	<b>21,005</b>	<b>12,218</b>	<b>58.17%</b>		<b>73,811</b>	<b>63,015</b>	<b>10,796</b>	<b>17.13%</b>	<b>252,059</b>
Administrative Expenses	4,689	6,010	(1,321)	-21.98%		11,124	18,031	(6,906)	-38.30%	72,123
Tenant Services Expense	-	104	(104)	-100.00%		8	312	(305)	-97.56%	1,250
Utility Expense	-	1,698	(1,698)	-100.00%		2,703	5,095	(2,392)	-46.95%	20,379
Maintenance Expense	2,878	4,103	(1,225)	-29.87%		9,153	12,309	(3,156)	-25.64%	49,235
General Expenses	(2,246)	2,607	(4,853)	-186.14%	3	(4,503)	7,822	(12,324)	-157.56%	31,287
Housing Assistance Payments	156	1,102	(946)	-85.84%		721	3,306	(2,585)	-78.19%	13,224
Financing Expenses	2,253	2,562	(309)	-12.05%		14,043	7,686	6,357	82.71%	30,745
Operating Expenses before Depreciation	7,730	18,187	(10,457)	-57.50%		33,250	54,561	(21,311)	-39.06%	218,242
<b>Net Operating Income (Loss)</b>	<b>25,493</b>	<b>2,818</b>	<b>22,675</b>	<b>804.64%</b>	4	<b>40,561</b>	<b>8,454</b>	<b>32,107</b>	<b>379.78%</b>	<b>33,816</b>
Depreciation & Amortization	2,199	2,199	(0)	0.00%		6,596	6,596	(0)	0.00%	26,386
Reimburse Replacement Reserves	-	-	-	#DIV/0!		(1,775)	-	(1,775)	0.00%	-
Capital Replacement Items	535	-	535	#DIV/0!		535	-	535	#DIV/0!	-
<b>Total Expense</b>	<b>10,464</b>	<b>20,921</b>	<b>(9,922)</b>	<b>-47.43%</b>		<b>42,156</b>	<b>61,157</b>	<b>(22,551)</b>	<b>-36.87%</b>	<b>244,628</b>
<b>Net Income (Loss)</b>	<b>22,759</b>	<b>84</b>	<b>22,140</b>	<b>26289.11%</b>		<b>31,655</b>	<b>1,858</b>	<b>29,797</b>	<b>1604.03%</b>	<b>7,431</b>

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units.
- 2 Subsidy received from HUD is higher than budgeted for the current month, however these funds are also for next month.
- 3 Variance reflects an item that was reclassified to the proper GL account or a reimbursement for a returned item.
- 4 Variance reflects higher than budgeted NOI.

**Lakeland Housing Authority**  
**Dakota Park Limited Partnership, LLLP**  
**d/b/a Carrington Place**  
**Balance Sheet**  
**as of March 31, 2015**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	11,523.42
Total Unrestricted Cash	<u>11,523.42</u>
Restricted Cash	
Cash Restricted-Security Deposits	9,707.26
Cash Restricted-Reserve for Replacement	24,180.69
Total Restricted Cash	<u>33,887.95</u>
TOTAL CASH	<u>45,411.37</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	5,468.79
Allowance for Doubtful Accounts-Tenants	-619.65
Due from Dakota Park Non-ACC	10,945.95
Due from LPHC	550.00
TOTAL DUE FROM	<u>10,945.95</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	16,345.09
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	500.00
Prepaid Expenses and Other Assets	41.93
Prepaid Insurance	19,078.92
Prepaid Software Licenses	625.34
Utility Deposit	7,060.00
TOTAL OTHER CURRENT ASSETS	<u>27,306.19</u>
TOTAL CURRENT ASSETS	89,062.65
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Machinery & Equipment	280.00
Accum Depreciation-Buildings	-72,478.46
Accum Depreciation- Misc FF&E	-90.95
Intangible Assets	
Loan Costs	28,340.90
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,354.00
AA Monitoring Fees	-24,352.00
AA Loan Costs	-12,788.00
TOTAL FIXED ASSETS (NET)	<u>887,661.49</u>
TOTAL NONCURRENT ASSETS	887,661.49
TOTAL ASSETS	<u>976,724.14</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	3,948.23
Tenant Security Deposits	9,849.00
Accrued Property Taxes	863.25
Accrued Interest - HOPE VI	441,218.48
Accrued - Developer Fee	149,859.50
Accrued Interest Payable	1,719.34
Accrued Audit Fees	13,550.11
Due to (13) Dakota Park Public Housing	11,612.62
Due to West Lake Mgmt.	17,782.50
Tenant Prepaid Rents	-498.73
TOTAL CURRENT LIABILITIES	<u>649,904.30</u>
NONCURRENT LIABILITIES	
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - SunTrust	359,158.51
Permanent Loan - LHA	101,380.00
TOTAL NONCURRENT LIABILITIES	<u>1,300,083.15</u>
TOTAL LIABILITIES	<u>1,949,987.45</u>
EQUITY	
Capital - LP	-1,219,110.00
Capital - GP2	240,496.13
TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	5,350.56
TOTAL RETAINED EARNINGS:	<u>5,350.56</u>
TOTAL EQUITY	<u>-973,263.31</u>
TOTAL LIABILITIES AND EQUITY	<u>976,724.14</u>

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

**For the Current and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	4,658.18	11,523.42	6,865.24
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	9,107.26	9,707.26	600.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	25,287.95	24,180.69	-1,107.26
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>39,053.39</b>	<b>45,411.37</b>	<b>6,357.98</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	6,334.13	11,523.42	5,189.29
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	8,294.06	9,707.26	1,413.20
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	24,619.22	24,180.69	-438.53
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>39,247.41</b>	<b>45,411.37</b>	<b>6,163.96</b>



**Lakeland Housing Authority**  
**Renaissance at Washington Ridge Ltd., LLLP**  
**Statement of Operations**  
**For the Current and Three Months ending March 31, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	58,472	57,884	588	1.02%	1	173,338	173,652	(313)	-0.18%	694,607
Other Tenant Income	1,066	2,420	(1,354)	-55.94%		3,505	7,260	(3,755)	-51.72%	29,039
Government Subsidy	26,962	30,792	(3,830)	-12.44%	2	83,359	92,376	(9,017)	-9.76%	369,504
Other Income	217	3,010	(2,792)	0.00%		768	9,029	(8,261)	0.00%	36,117
<b>Total Revenue</b>	<b>86,718</b>	<b>94,106</b>	<b>(7,388)</b>	<b>-7.85%</b>		<b>260,971</b>	<b>282,317</b>	<b>(21,346)</b>	<b>-7.56%</b>	<b>1,129,267</b>
Administrative Expenses	31,819	30,743	1,076	3.50%		82,810	92,228	(9,417)	-10.21%	368,910
Tenant Services	-	250	(250)	-100.00%		8	750	(742)	-98.98%	3,000
Utility Expense	1,079	6,436	(5,357)	-83.23%		13,578	19,309	(5,731)	-29.68%	77,236
Maintenance Expense	15,580	27,831	(12,251)	-44.02%		104,843	83,494	21,349	25.57%	333,976
General Expenses	8,192	6,995	1,197	17.11%		20,372	20,986	(614)	-2.93%	83,943
Housing Assistance Payments	1,735	2,043	(308)	-15.08%		5,941	6,129	(188)	-3.07%	24,516
Financing Expenses	13,087	13,550	(464)	-3.42%		37,271	40,651	(3,379)	-8.31%	162,602
Operating Expense before Depreciation	71,492	87,849	(16,357)	-18.62%		264,823	263,546	1,277	0.48%	1,054,183
<b>Net Operating Income (Loss)</b>	<b>15,226</b>	<b>6,257</b>	<b>8,969</b>	<b>143.34%</b>	<b>3</b>	<b>(3,853)</b>	<b>18,771</b>	<b>(22,624)</b>	<b>-120.52%</b>	<b>75,084</b>
Depreciation & Amortization	60,979	61,574	(595)	-0.97%		182,937	184,722	(1,785)	-0.97%	738,888
Capital Replacement Items	3,250	6,619	(3,369)	-50.90%		5,791	19,856	(14,065)	-70.84%	79,424
Reimburse Replacement Reserves	-	(6,619)	6,619	-100.00%	4	(8,300)	(19,856)	11,557	-58.20%	(79,424)
<b>Total Expense</b>	<b>135,721</b>	<b>149,423</b>	<b>(13,702)</b>	<b>-9.17%</b>		<b>461,850</b>	<b>448,268</b>	<b>(3,016)</b>	<b>-0.67%</b>	<b>1,793,071</b>
<b>Net Income (Loss)</b>	<b>(49,003)</b>	<b>(55,317)</b>	<b>6,314</b>	<b>-11.41%</b>		<b>(200,880)</b>	<b>(165,951)</b>	<b>(34,929)</b>	<b>21.05%</b>	<b>(663,804)</b>

**Comments**

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

**Lakeland Housing Authority**  
**Renaissance at Washington Ridge Ltd., LLLP**  
**Balance Sheet**  
**March 31, 2015**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	244,131.35
Petty Cash	300.00
Total Unrestricted Cash	<u>244,431.35</u>
Restricted Cash	
Cash Restricted-Security Deposits	48,751.55
Cash Restricted - FSS Escrow	2,256.00
Cash Restricted-Reserve for Replacement	152,092.86
Restricted Cash - Partnership Devmt	1,188.84
Restricted Cash - OA Reserve	76,211.76
Restricted Cash - AA Reserve	46,975.60
Investment 1	254,506.76
Investment 2	253,902.47
Total Restricted Cash	<u>835,885.84</u>
<b>TOTAL CASH</b>	<u><b>1,080,317.19</b></u>
<b>ACCOUNTS AND NOTES RECEIVABLE</b>	
A/R-Tenants	34,640.35
Allowance for Doubtful Accounts-Tenants	-26,223.11
AR-Formal Agreements	-500.00
Due from Renaissance Fam PH	62,991.65
Due from Renaissance Sr. PH	-3,226.67
Due from Renaissance FAM Non ACC	77,376.53
Due from Renaissance Senior Non ACC	-72,772.39
Due from LPHC	550.00
TOTAL DUE FROM	<u>64,369.12</u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u><b>72,836.36</b></u>
<b>OTHER CURRENT ASSETS</b>	
Eviction Escrow Acct.	1,000.00
Prepaid Insurance	57,585.95
Prepaid Software Licenses	3,064.09
Utility Deposit - Electric	20,500.00
TOTAL OTHER CURRENT ASSETS	<u>82,150.04</u>
<b>TOTAL CURRENT ASSETS</b>	<u><b>1,235,303.59</b></u>
<b>NONCURRENT ASSETS</b>	
<b>FIXED ASSETS</b>	
Buildings	21,088,272.28
Machinery & Equipment	150,483.39
Furniture & Fixtures	596,259.09
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-5,782,683.30
Accum Depreciation- Misc FF&E	-765,190.60
Accum Depreciation-Infrastructure	-1,369,317.60
Intangible Assets	
Loan Costs	137,065.70
Monitoring Fees	131,658.00
AA Compliance Fees	-2,924.00
AA Monitoring Fees	-101,848.93
AA Loan Costs	-110,914.00
TOTAL FIXED ASSETS (NET)	<u>16,353,216.18</u>
<b>TOTAL NONCURRENT ASSETS</b>	<u><b>16,353,216.18</b></u>
<b>TOTAL ASSETS</b>	<u><b>17,588,519.77</b></u>

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	17,287.10
Tenant Security Deposits	45,418.39
Security Deposit-Pet	1,700.00
Accrued Interest - HOPE VI	379,232.98
Accrued - Developer Fee	1,308,453.00
Accrued Audit Fees	15,912.50
Due to (14) Renaissance Family Public Housing	-3,226.67
Due to (15) Renaissance Senior Public Housing	67,895.79
Due to (17) Renaissance Family Non-ACC	-300.00
Due to West Lake Mgmt.	-9,728.92
HAP Overpayments	649.00
Tenant Prepaid Rents	1,151.06
Accrued Compensated Absences-Current	4,506.85
<b>TOTAL CURRENT LIABILITIES</b>	<u><b>1,828,951.08</b></u>
<b>NONCURRENT LIABILITIES</b>	
Accrued Compensated Absences-LT	8,369.86
FSS Due to Tenant Long Term	2,256.00
Notes Payable-LT	381,200.32
Permanent Loan - HOPE VI	2,200,000.00
Permanent Loan - SunTrust	618,931.70
<b>TOTAL NONCURRENT LIABILITIES</b>	<u><b>3,210,757.88</b></u>
<b>TOTAL LIABILITIES</b>	<u><b>5,039,708.96</b></u>
<b>EQUITY</b>	
<b>CONTRIBUTED CAPITAL</b>	
Capital - LP	6,951,274.41
Capital - GP2	7,123,264.00
<b>TOTAL CONTRIBUTED CAPITAL</b>	<u><b>14,074,538.41</b></u>
<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	-1,525,727.60
<b>TOTAL RETAINED EARNINGS:</b>	<u><b>-1,525,727.60</b></u>
<b>TOTAL EQUITY</b>	<u><b>12,548,810.81</b></u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<u><b>17,588,519.77</b></u>

**Lakeland Housing Authority**  
**Renaissance at Washington Ridge Ltd., LLLP**  
**Changes in Cash**  
**For the Current and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	228,489.27	244,131.35	15,642.08
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	48,701.55	48,751.55	50.00
Cash Restricted - FSS Escrow	881.00	2,256.00	1,375.00
Cash Restricted-Reserve for Replacement	156,760.15	152,092.86	-4,667.29
Restricted Cash - Partnership Devmt	1,188.81	1,188.84	0.03
Restricted Cash - OA Reserve	76,208.52	76,211.76	3.24
Restricted Cash - AA Reserve	46,973.61	46,975.60	1.99
Investment 1	254,420.50	254,506.76	86.26
Investment 2	253,824.60	253,902.47	77.87
<b>Total Cash</b>	<b>1,067,448.01</b>	<b>1,080,017.19</b>	<b>12,569.18</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	320,566.98	244,131.35	-76,435.63
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	46,687.44	48,751.55	2,064.11
Cash Restricted - FSS Escrow	881.00	2,256.00	1,375.00
Cash Restricted-Reserve for Replacement	154,370.45	152,092.86	-2,277.59
Restricted Cash - Partnership Devmt	1,188.75	1,188.84	0.09
Restricted Cash - OA Reserve	76,202.36	76,211.76	9.40
Restricted Cash - AA Reserve	46,969.82	46,975.60	5.78
Investment 1	254,247.98	254,506.76	258.78
Investment 2	253,668.86	253,902.47	233.61
<b>Total Cash</b>	<b>1,154,783.64</b>	<b>1,080,017.19</b>	<b>-74,766.45</b>

**Lakeland Housing Authority**  
**Colton Meadow, LLLP**  
**Statement of Operations**  
**For the Current and Three Months Ended March 31, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	43,427	44,373	(946)	-2.13%	1	131,607	133,119	(1,512)	-1.14%	532,476
Other Tenant Income	1,040	1,554	(514)	-33.09%		2,060	4,663	(2,603)	-55.82%	18,652
Other Income	-	35	(35)	-100.00%		-	104	(104)	-100.00%	415
<b>Total Revenue</b>	<b>44,467</b>	<b>45,962</b>	<b>(1,495)</b>	<b>-3.25%</b>		<b>133,667</b>	<b>137,886</b>	<b>(4,219)</b>	<b>-3.06%</b>	<b>551,543</b>
Administrative Expense	9,119	12,717	(3,598)	-28.30%		34,182	38,151	(3,968)	-10.40%	152,603
Tenant Services	-	150	(150)	-100.00%		59	450	(391)	-86.96%	1,800
Utility Expense	5,045	5,465	(420)	-7.68%		16,365	16,396	(31)	-0.19%	65,582
Maintenance Expense	10,108	9,516	592	6.22%		20,299	28,549	(8,250)	-28.90%	114,197
General Expense	3,616	7,135	(3,519)	-49.32%		18,124	21,404	(3,280)	-15.32%	85,617
Financing Expense	4,659	4,212	447	10.60%		12,637	12,636	1	0.01%	50,544
Operating Expense before Depreciation	32,547	39,195	(6,649)	-16.96%	2	101,666	117,586	(15,919)	-13.54%	470,343
<b>Net Operating Income (Loss)</b>	<b>11,920</b>	<b>6,767</b>	<b>5,154</b>	<b>76.16%</b>	<b>3</b>	<b>32,000</b>	<b>20,300</b>	<b>11,700</b>	<b>57.64%</b>	<b>81,200</b>
Depreciation & Amortization Expense	39,013	38,981	32	0.08%		117,039	116,944	95	0.08%	467,777
Capital Replacement Items	-	1,373	(1,373)	-100.00%		-	4,120	(4,120)	-100.00%	16,480
Reimburse Replacement Reserve	-	(1,373)	1,373	-100.00%		-	(4,120)	4,120	-1	(16,480)
<b>Total Expense</b>	<b>71,560</b>	<b>78,177</b>	<b>(6,617)</b>	<b>-8.46%</b>		<b>218,705</b>	<b>234,530</b>	<b>(15,825)</b>	<b>-6.75%</b>	<b>938,120</b>
<b>Net Operating Income (Loss)</b>	<b>(27,093)</b>	<b>(32,215)</b>	<b>5,122</b>	<b>-15.90%</b>		<b>(85,039)</b>	<b>(96,644)</b>	<b>11,606</b>	<b>-12.01%</b>	<b>(386,577)</b>

Comments

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

**Lakeland Housing Authority**  
**Colton Meadow, LLLP**  
**Balance Sheet**  
**March 31, 2015**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	84,209.87
Petty Cash	225.00
Total Unrestricted Cash	<u>84,434.87</u>
Restricted Cash	
Cash Restricted-Security Deposits	25,723.13
Cash Restricted-Operating Reserve	440,827.29
Cash Restricted-Reserve for Replacement	82,800.00
Cash-Tax & Insurance Escrow	74,166.10
Total Restricted Cash	<u>623,516.52</u>
<b>TOTAL CASH</b>	<b><u>707,951.39</u></b>
<b>ACCOUNTS AND NOTES RECEIVABLE</b>	
A/R-Tenants	9,867.11
Allowance for Doubtful Accounts-Tenants	-2,722.31
Due from LPHC	550.00
Due from Colton Meadow GP, Inc.	101,151.61
<b>TOTAL DUE FROM</b>	<b><u>101,151.61</u></b>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b><u>108,846.41</u></b>
<b>OTHER CURRENT ASSETS</b>	
Eviction Escrow Acct.	1,000.00
Prepaid Expenses and Other Assets	7,034.12
Prepaid Insurance	405.64
Prepaid Software Licenses	1,043.23
Utility Deposit	5,000.00
<b>TOTAL OTHER CURRENT ASSETS</b>	<b><u>14,482.99</u></b>
<b>TOTAL CURRENT ASSETS</b>	<b><u>831,280.79</u></b>
<b>NONCURRENT ASSETS</b>	
<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	-1,928,834.20
Intangible Assets	
Amortization Tax Credit Fees	59,129.00
Monitoring Fees	208,695.00
<b>TOTAL FIXED ASSETS (NET)</b>	<b><u>10,272,885.64</u></b>
Site Improvement	16,364.00
Non-Dwelling Structures	28,019.32
Non-Dwelling Equipment	60,262.45
<b>TOTAL NONCURRENT ASSETS</b>	<b><u>10,377,531.41</u></b>
<b>TOTAL ASSETS</b>	<b><u>11,208,812.20</u></b>

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	8,270.92
Tenant Security Deposits	24,100.00
Security Deposit-Pet	1,100.00
Accrued Property Taxes	8,145.60
Accrued Interest Payable	16,376.65
Accrued Audit Fees	11,932.50
Due to West Lake Mgmt.	-958.10
Due to Polk County Developers, Inc.	362,901.17
Tenant Prepaid Rents	640.24
Accrued Compensated Absences-Current	3,757.60
First Mortgage - TCAP	1,231,424.00
Tax Credit Exchange Program (TCEP)	7,370,157.40
HOME Funds	115,899.60
Mortgage Note Payable	450,845.00
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>9,604,592.58</u></b>
<b>NONCURRENT LIABILITIES</b>	
Accrued Compensated Absences-LT	6,978.41
Developer Fee Payable - PCHD	197,907.00
<b>TOTAL NONCURRENT LIABILITIES</b>	<b><u>204,885.41</u></b>
<b>TOTAL LIABILITIES</b>	<b><u>9,809,477.99</u></b>
<b>EQUITY</b>	
<b>CONTRIBUTED CAPITAL</b>	
Capital - LP	1,205,286.00
GP Equity	46.12
<b>TOTAL CONTRIBUTED CAPITAL</b>	<b><u>1,205,332.12</u></b>
<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	194,002.09
<b>TOTAL RETAINED EARNINGS:</b>	<b><u>194,002.09</u></b>
<b>TOTAL EQUITY</b>	<b><u>1,399,334.21</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>11,208,812.20</u></b>

**Lakeland Housing Authority**  
**Colton Meadow, LLLP**  
**Changes in Cash**  
**For the Current and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	81,108.71	84,209.87	3,101.16
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	24,923.13	25,723.13	800.00
Cash Restricted-Operating Reserve	440,827.29	440,827.29	0.00
Cash Restricted-Reserve for Replacement	81,000.00	82,800.00	1,800.00
Cash-Tax & Insurance Escrow	66,438.33	74,166.10	7,727.77
<b>Total Cash</b>	<b>694,297.46</b>	<b>707,726.39</b>	<b>13,428.93</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	70,267.26	84,209.87	13,942.61
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	24,750.00	25,723.13	973.13
Cash Restricted-Operating Reserve	440,827.29	440,827.29	0.00
Cash Restricted-Reserve for Replacement	77,400.00	82,800.00	5,400.00
Cash-Tax & Insurance Escrow	50,982.79	74,166.10	23,183.31
<b>Total Cash</b>	<b>664,227.34</b>	<b>707,726.39</b>	<b>43,499.05</b>

**Lakeland Housing Authority**  
**Bonnet Shores, LLLP**  
**Statement of Operations**  
**For the Current and Three Months Ended March 31, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	48,086	49,823	(1,737)	-3.49%	1	148,243	149,469	(1,226)	-0.82%	597,877
Other Tenant Income	489	1,325	(836)	-63.09%		1,935	3,974	(2,040)	-51.32%	15,897
<b>Total Revenue</b>	<b>48,575</b>	<b>51,148</b>	<b>(2,573)</b>	<b>-5.03%</b>		<b>150,178</b>	<b>153,443</b>	<b>(3,265)</b>	<b>-2.13%</b>	<b>613,774</b>
Administrative Expense	16,220	13,263	2,958	22.30%		44,352	39,788	4,564	11.47%	159,151
Tenant Services	-	208	(208)	-100.00%		-	625	(625)	-100.00%	2,500
Utility Expense	4,037	4,547	(510)	-11.22%		14,999	13,641	1,357	9.95%	54,565
Maintenance Expense	9,400	10,119	(720)	-7.11%		26,704	30,358	(3,653)	-12.03%	121,431
General Expense	8,041	8,432	(391)	-4.64%		24,524	25,295	(771)	-3.05%	101,180
Financing Expense	11,596	10,327	1,269	12.29%		30,913	30,982	(68)	-0.22%	123,927
Operating Expense before Depreciation	49,294	46,896	2,398	5.11%		141,492	140,689	803	0.57%	562,754
<b>Net Operating Income (Loss)</b>	<b>(720)</b>	<b>4,252</b>	<b>(4,971)</b>	<b>-116.92%</b>	<b>2</b>	<b>8,686</b>	<b>12,755</b>	<b>(4,069)</b>	<b>-31.90%</b>	<b>51,019</b>
Depreciation & Amortization Expense	47,465	47,465	0.07	0.00%		142,395	142,395	0.20	0.00%	569,579
Capital Replacement Items	-	1,373	(1,373.33)	-100.00%		2,500	4,120	(1,620.00)	-39.32%	16,480
Reimburse Replacement Reserve	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
<b>Total Expense</b>	<b>96,759</b>	<b>95,734</b>	<b>1,025</b>	<b>1.07%</b>		<b>286,387</b>	<b>287,203</b>	<b>(816)</b>	<b>-0.28%</b>	<b>1,148,813</b>
<b>Net Income (Loss)</b>	<b>(48,185)</b>	<b>(44,587)</b>	<b>(3,598)</b>	<b>8.07%</b>		<b>(136,209)</b>	<b>(133,760)</b>	<b>(2,449)</b>	<b>1.83%</b>	<b>(535,040)</b>

Comments

- 1 75 apartment units, Tax Credit and Section 8 Vouchers. Tenant rent income is in line with the budget.
- 2 Year to date NOI is a positive \$8,686.00

**Lakeland Housing Authority**  
**Bonnet Shores, LLLP**  
**Balance Sheet**  
**March 31, 2015**

**ASSETS**

Unrestricted Cash	
Cash Operating 2	288,572.76
Petty Cash	225.00
Total Unrestricted Cash	<u>288,797.76</u>
Restricted Cash	
Cash Restricted-Security Deposits	25,027.58
Cash Restricted-Operating Reserve	460,094.78
Cash Restricted-Reserve for Replacement	101,250.00
Cash-Tax & Insurance Escrow	48,645.88
Total Restricted Cash	<u>635,018.24</u>
<b>TOTAL CASH</b>	<b><u>923,816.00</u></b>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	10,449.88
Allowance for Doubtful Accounts-Tenants	-2,746.47
Due from Bonnet Shores GP, Inc	7,062.23
TOTAL DUE FROM	<u>7,062.23</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>14,765.64</u>
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	500.00
Prepaid Expenses and Other Assets	5,544.47
Prepaid Insurance	14,096.23
Prepaid Software Licenses	1,067.89
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>26,208.59</u>
<b>TOTAL CURRENT ASSETS</b>	<b><u>964,790.23</u></b>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	11,447,110.83
Automobiles	24,477.33
Furniture & Fixtures	423,152.78
Site Improvement-Infrastructure	679,255.00
Accum Depreciation-Buildings	-1,769,095.50
Accum Depreciation- Misc FF&E	-380,478.00
Accum Depreciation-Infrastructure	-192,462.00
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	8,813.00
Compliance Fees	246,589.00
Amortization Tax Credit Fees	69,868.04
TOTAL FIXED ASSETS (NET)	<u>10,741,287.40</u>
<b>TOTAL NONCURRENT ASSETS</b>	<b><u>10,741,287.40</u></b>
<b>TOTAL ASSETS</b>	<b><u>11,706,077.63</u></b>

**LIABILITIES & EQUITY**

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	6,153.39
Tenant Security Deposits	23,175.00
Security Deposit Clearing Account	1,358.81
Security Deposit-Pet	500.00
Accrued Property Taxes	10,289.61
Current Portion of LT Debt	38,193.00
Accrued Interest Payable	181,016.62
Accrued Audit Fees	11,662.50
Due to West Lake Mgmt.	504.87
Due to Central Office Cost Center	405.03
Tenant Prepaid Rents	952.56
Accrued Compensated Absences-Current	1,806.82
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	1,009,877.00
TOTAL CURRENT LIABILITIES	<u>5,236,178.21</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	3,355.52
Developer Fee Payable - PCHD	320,033.00
TOTAL NONCURRENT LIABILITIES	<u>323,388.52</u>
<b>TOTAL LIABILITIES</b>	<b><u>5,559,566.73</u></b>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	6,812,347.00
GP Equity	-162.00
Syndication Costs	-40,000.00
TOTAL CONTRIBUTED CAPITAL	<u>6,772,185.00</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-625,674.10
TOTAL RETAINED EARNINGS:	<u>-625,674.10</u>
<b>TOTAL EQUITY</b>	<b><u>6,146,510.90</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>11,706,077.63</u></b>



**Lakeland Housing Authority  
Bonnet Shores, LLLP  
Changes in Cash  
For the Current and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	0.00	0.00	0.00
Cash Operating 2	290,829.17	288,572.76	-2,256.41
Cash Operating 3	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	25,250.58	25,027.58	-223.00
Cash Restricted-Operating Reserve	460,094.78	460,094.78	0.00
Cash Restricted-Reserve for Replacement	99,375.00	101,250.00	1,875.00
Cash-Tax & Insurance Escrow	42,249.46	48,645.88	6,396.42
<b>Total Cash</b>	<b>917,798.99</b>	<b>923,591.00</b>	<b>5,792.01</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	0.00	0.00	0.00
Cash Operating 2	249,320.93	288,572.76	39,251.83
Cash Operating 3	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	24,625.00	25,027.58	402.58
Cash Restricted-Operating Reserve	460,094.78	460,094.78	0.00
Cash Restricted-Reserve for Replacement	95,625.00	101,250.00	5,625.00
Cash-Tax & Insurance Escrow	29,456.62	48,645.88	19,189.26
<b>Total Cash</b>	<b>859,122.33</b>	<b>923,591.00</b>	<b>64,468.67</b>

**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Statement of Operations**  
**For the Current and Three Months Ended March 31, 2015**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	73,109	70,540	2,569	3.64%	<b>1</b>	212,395	211,621	774	0.37%	<b>846,484</b>
Other Tenant Income	90	(485)	575	-118.46%		515	(1,456)	1,971	-135.41%	<b>(5,823)</b>
Other Income	79	85	(6)	-7.52%		303	255	48	18.63%	<b>1,022</b>
<b>Total Revenue</b>	<b>73,278</b>	<b>70,140</b>	<b>3,138</b>	<b>4.47%</b>		<b>213,214</b>	<b>210,421</b>	<b>2,793</b>	<b>1.33%</b>	<b>841,682</b>
Administrative Expenses	9,799	15,947	(6,148)	-38.55%		36,727	47,841	(11,114)	-23.23%	<b>191,363</b>
Tenants Service Expenses	-	300	(300)	-100.00%		-	900	(900)	-100.00%	<b>3,600</b>
Utility Expense	9,060	8,753	306	3.50%		25,690	26,260	(570)	-2.17%	<b>105,040</b>
Maintenance Expense	8,595	10,275	(1,680)	-16.35%		29,616	30,826	(1,210)	-3.92%	<b>123,303</b>
General Expenses	3,090	4,208	(1,118)	-26.57%		13,086	12,623	463	3.67%	<b>50,490</b>
Financing Expenses	23,802	24,278	(476)	-1.96%		72,239	72,835	(596)	-0.82%	<b>291,339</b>
Operating expense before depreciation	54,345	63,761	(9,416)	-14.77%	<b>2</b>	177,357	191,284	(13,927)	-7.28%	<b>765,134</b>
<b>Net Operating Income (Loss)</b>	<b>18,933</b>	<b>6,379</b>	<b>12,554</b>	<b>196.80%</b>	<b>3</b>	<b>35,857</b>	<b>19,137</b>	<b>16,720</b>	<b>87.37%</b>	<b>76,548</b>
Depreciation & Amortization	41,940	41,940	-	0.00%		125,820	125,820	-	0.00%	<b>503,280</b>
Capital Replacement Items	-	3,291.33	(3,291)	-100.00%		709	9,874.00	(9,165)	-92.82%	<b>39,496</b>
Reimburse Replacement Reserve	-	-	-			-	-	-		-
Transfer In	(561)	-	(561)			-	-	-		-
<b>Total Expense</b>	<b>96,846</b>	<b>108,993</b>	<b>(12,708)</b>	<b>-11.66%</b>		<b>303,885</b>	<b>326,978</b>	<b>(23,092)</b>	<b>-7.06%</b>	<b>1,307,910</b>
<b>Net Operating Income (Loss)</b>	<b>(23,569)</b>	<b>(38,852)</b>	<b>15,845</b>	<b>-40.78%</b>		<b>(90,671)</b>	<b>(116,557)</b>	<b>25,886</b>	<b>-22.21%</b>	<b>(466,228)</b>

Comments

- 1** Consists of 100 Tax Credit and Section 8 Voucher units. Tenant rents are in line with the budget.
- 2** Variance reflects lower than budgeted expenses.
- 3** Variance reflects higher than budgeted NOI of \$35,857.00

**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Balance Sheet**  
**March 31, 2015**

**ASSETS**

Unrestricted Cash		
Cash Operating 1	201,557.25	
Petty Cash	300.00	
Total Unrestricted Cash	<u>201,857.25</u>	
Restricted Cash		
Cash Restricted-Security Deposits	9,037.85	
Cash Restricted-Operating Reserve	25,155.58	
Cash Restricted-Reserve for Replacement	148,106.89	
Cash-Tax & Insurance Escrow	49,977.37	
Investment 1	228,137.45	
Total Restricted Cash	<u>460,415.14</u>	
<b>TOTAL CASH</b>	<u><b>662,272.39</b></u>	
ACCOUNTS AND NOTES RECEIVABLE		
A/R-Tenants	8,640.15	
Allowance for Doubtful Accounts-Tenants	<u>-1,736.09</u>	
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u><b>6,904.06</b></u>	
OTHER CURRENT ASSETS		
Eviction Escrow Acct.	500.00	
Prepaid Insurance	5,361.60	
Prepaid Software Licenses	1,273.64	
Utility Deposit	85.00	
<b>TOTAL OTHER CURRENT ASSETS</b>	<u><b>7,220.24</b></u>	
<b>TOTAL CURRENT ASSETS</b>	<u><b>676,396.69</b></u>	
NONCURRENT ASSETS		
FIXED ASSETS		
Land	432,717.00	
Buildings	12,796,743.00	
Furn, Fixt, & Equip	1,157,974.64	
Accum Depreciation-Buildings	-1,839,534.00	
Accum Depreciation- Misc FF&E	-663,531.00	
Accum Depreciation-Infrastructure	-204,584.00	
Intangible Assets		
Loan Costs	335,121.42	
Amortization Loan Cost	107,047.00	
Compliance Fees	200,558.00	
Amortization Tax Credit Fees	<u>76,878.00</u>	
<b>TOTAL FIXED ASSETS (NET)</b>	<u><b>12,031,540.06</b></u>	
Site Improvement	<u>711,597.00</u>	
<b>TOTAL NONCURRENT ASSETS</b>	<u><b>12,743,137.06</b></u>	
<b>TOTAL ASSETS</b>	<u><b>13,419,533.75</b></u>	

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>		
A/P Vendors and Contractors	13,122.76	
Tenant Security Deposits	8,350.00	
Security Deposit-Pet	650.00	
Accrued Property Taxes	538.71	
Accrued Interest NLP Loan	6,464.05	
Accrued Audit Fees	14,167.50	
Due to West Lake Mgmt.	-1,898.42	
HAP Overpayments	28.00	
Tenant Prepaid Rents	1,508.22	
Accrued Compensated Absences-Current	2,080.38	
Mortgage Note Payable	3,171,608.96	
Second Mortgage Payable	850,000.00	
Third Mortgage Payable	383,370.25	
Fourth Mortgage Payable	400,000.00	
Note Payable-City of Bartow Impact Fees	564,621.00	
Deferred Development Fee	<u>1,529,216.67</u>	
<b>TOTAL CURRENT LIABILITIES</b>	<u><b>6,943,828.08</b></u>	
NONCURRENT LIABILITIES		
Accrued Compensated Absences-LT	<u>3,863.56</u>	
<b>TOTAL NONCURRENT LIABILITIES</b>	<u><b>3,863.56</b></u>	
<b>TOTAL LIABILITIES</b>	<u><b>6,947,691.64</b></u>	
<b>EQUITY</b>		
<b>CONTRIBUTED CAPITAL</b>		
Capital Private Investors	6,936,810.00	
GP Equity	-13.00	
Special LP Equity	-10.00	
Syndication Costs	<u>-30,000.00</u>	
<b>TOTAL CONTRIBUTED CAPITAL</b>	<u><b>6,906,787.00</b></u>	
<b>RETAINED EARNINGS</b>		
Retained Earnings-Unrestricted Net Assets	<u>-434,944.89</u>	
<b>TOTAL RETAINED EARNINGS:</b>	<u><b>-434,944.89</b></u>	
<b>TOTAL EQUITY</b>	<u><b>6,471,842.11</b></u>	
<b>TOTAL LIABILITIES AND EQUITY</b>	<u><b>13,419,533.75</b></u>	

**Lakeland Housing Authority**  
**West Bartow Partnership, Ltd., LLLP**  
**Changes in Cash**  
**For the Current and Three Months Ended March 31, 2015**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	195,456.45	201,557.25	6,100.80
Cash Restricted-Security Deposits	8,882.85	9,037.85	155.00
Cash Restricted-Operating Reserve	25,155.58	25,155.58	0.00
Cash Restricted-Reserve for Replacement	145,606.89	148,106.89	2,500.00
Cash-Tax & Insurance Escrow	46,046.37	49,977.37	3,931.00
Investment 1	228,058.71	228,137.45	78.74
<b>Total Cash</b>	<b>649,206.85</b>	<b>661,972.39</b>	<b>12,765.54</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	165,312.29	201,557.25	36,244.96
Cash Restricted-Security Deposits	8,662.85	9,037.85	375.00
Cash Restricted-Operating Reserve	25,155.58	25,155.58	0.00
Cash Restricted-Reserve for Replacement	140,606.89	148,106.89	7,500.00
Cash-Tax & Insurance Escrow	38,082.37	49,977.37	11,895.00
Investment 1	227,884.46	228,137.45	252.99
<b>Total Cash</b>	<b>605,704.44</b>	<b>661,972.39</b>	<b>56,267.95</b>

**LAKELAND HOUSING AUTHORITY**  
**Grant Report**  
Updated as of March 31, 2015

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHHOLD	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	532,317.00	503,043.30	59,936.70
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	311,236.16	282,465.06	44,948.94
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	102,655.00	98,011.89	153,526.11
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	21,907.50	16,803.50	324,200.50
				<b>CFP Subtotal:</b>	<b>1,482,936.00</b>	<b>1,334,642.40</b>	<b>968,115.66</b>	<b>900,323.75</b>	<b>582,612.25</b>
<b>Replacement Housing Factor</b>	<b>(HUD)</b>								
RHF - 2009(a)		09-15-09	10-29-15	07-27-17	282,108.00	253,897.20	0.00	0.00	282,108.00
RHF - 2009(b)		04-02-10	10-29-15	10-29-17	149,804.00	134,823.60	0.00	0.00	149,804.00
RHF - 2010		07-15-10	10-29-15	10-29-17	441,385.00	397,246.50	0.00	0.00	441,385.00
RHF - 2011		08-03-11	10-29-15	10-29-17	380,321.00	342,288.90	0.00	0.00	380,321.00
RHF - 2012(a)		03-12-12	10-29-15	10-29-17	185,485.00	166,936.50	0.00	0.00	185,485.00
RHF - 2012(b)		03-12-12	10-29-15	10-29-17	70,661.00	63,594.90	0.00	0.00	70,661.00
RHF - 2013(a)		09-09-13	09-08-15	09-08-17	208,904.00	188,013.60	0.00	0.00	208,904.00
RHF - 2013(b)		09-09-13	09-08-15	09-08-17	62,529.00	56,276.10	0.00	0.00	62,529.00
RHF - 2014		05-13-14	05-12-16	05-12-18	185,710.00	167,139.00	0.00	0.00	185,710.00
				<b>RHF Subtotal:</b>	<b>1,966,907.00</b>	<b>1,770,216.30</b>	<b>0.00</b>	<b>0.00</b>	<b>1,966,907.00</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 2014		09-29-14	02-13-16		104,856.00	94,370.40	0.00	0.00	104,856.00
ROSS - Family Self Sufficiency 2013		07-01-13	07-01-14		52,084.00	46,875.60	52,084	52,084.00	0.00
ROSS - Service Coordinator 2011		09-22-11	09-29-14		140,838.00	126,754.20	140,838	140,838.00	0.00
			<b>ROSS Subtotal:</b>		<b>297,778.00</b>	<b>268,000.20</b>	<b>192,922.00</b>	<b>192,922.00</b>	<b>104,856.00</b>
<b>YouthBuild</b>	<b>(DOL)</b>	06-01-11	05-31-15		997,492.00	897,742.80	894,525.67	923,855.82	73,636.18
			<b>YouthBuild Subtotal:</b>		<b>997,492.00</b>	<b>897,742.80</b>	<b>894,525.67</b>	<b>923,855.82</b>	<b>73,636.18</b>
<b>YouthBuild (new)</b>	<b>(DOL)</b>	08-11-14	12-10-2017		974,124.00	876,711.60	33,528.80	67,836.32	906,287.68
			<b>YouthBuild Subtotal:</b>		<b>974,124.00</b>	<b>876,711.60</b>	<b>33,528.80</b>	<b>67,836.32</b>	<b>906,287.68</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>

# **ADMINISTRATION REPORT**

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**

# Administration Department

## Board Report May Meeting 2015

### I. Authority-Wide Updates

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

- The total dollar volume of work contracted to outside vendors by LHA, or its affiliates, **"increased"** from \$2,275,721 to **\$2,555,705**.
- The total dollar volume of work contracted to M/WBE firms **"increased"** from \$872,041 to **\$907,981**. This equates to 36% of the total dollar volume contracted by LHA.
- Eighteen (18) of the 63 contracts are with M/WBE firms. This represents 29% of the contracts.
- Four (4) of the 63 contracts are with Section 3 Business Concerns; which represents approximately 6% of the contracts.
- Three (3) Section 3 Hires have been employed as part of LHA's existing contracts.

**Lake Ridge Homeowners Association:** Staff continued to work with the homeowner at N. Florence Avenue to address issues with trespassing and parking. Staff submitted a proposal to the homeowner on Thursday, May 7, 2015 for review. A follow up meeting occurred with the homeowner on Monday, May 11, 2015. As part of the meeting, staff achieved consensus with the homeowner on the environmental design for combatting trespass and parking issues in the area. Staff is in the process of scheduling the work.

On May 1, 2015, staff sent written confirmation to the homeowners that the homeowner association (HOA) fee had been reduced from \$65 per month to \$44.09 per month. The reduction in monthly HOA fee resulted from the Lake Ridge Center being returned back to the City of Lakeland.

Staff also coordinated with representatives from the Lakeland Police Department (LPD) to setup a date and time for the next Neighborhood Watch Meeting. The meeting is tentatively scheduled for **6 p.m.** on **Wednesday, May 20, 2015**. The meeting will be held at the **Coleman-Bush Building**.

**LHA 2014 Audited Financials:** On Monday, May 4, 2015, the independent auditor mobilized onsite to commence their audit of LHA's 2014 financial statements and test of compliance. The audit team onsite focused on compliance testing for the Housing Choice Voucher (HCV) Program, Public Housing, Payroll, and Procurement. Although testing of the above referenced programs will be ongoing until the submission of the audited financials occurs in September, the initial testing associated with the field work went well. Highlights include:

- 1) No issues with Public Housing files, HCV waitlist, Payroll, and Procurement;
- 2) Demonstrated best practices with LHA's conflict of interest policy;
- 3) Cleared two findings related to HCV Inspections and General Depository Agreement;
- 4) U.S. Department of Housing and Urban Development's Office of Public and Indian Housing – Real Estate Assessment Center (PIH-REAC) approved unaudited financials; and

5) Vast improvements in financial reporting.

All of the above referenced items put LHA in a much better position to submit audited 2014 financials ahead of the September deadline.

## **II. LHA Portfolio**

### **Arbor Manor**

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

### **Cecil Gober**

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

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

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

### **Hampton Hills**

*Homeownership Plan:* Representatives from *Solita's House* continued to perform outreach to families living at the 11 remaining houses.

### **LHA Administration Building**

*Remediation and Renovation of Administration Building:* Board approval of Resolution #15-1408 allowed LHA to sign Change Order #3 in the amount of \$35,939.56 with *Johnson Laux Construction (JLC)*. On Monday, May 11, 2015, JLC remobilize to repair the existing irrigation system; repair the existing exhaust fan in the loading dock area; install a fresh-air system on the Heating Ventilation Air Condition System, and complete improvements at the west parking lot.

### **Tenth Street Property**

Board Approval of Resolution #15-1407 authorized LHA to commence negotiation of a Master Development Agreement (MDA) with representatives from The Integral Group. On May 7, 2015, staff commenced working with outside counsel to prepare the first draft of the agreement.

### **WestLake**

*Redevelopment of Westlake:* Board approval of Resolution #15-1402 allowed staff to commence negotiation of the Master Development Agreement (MDA) with the *Housing Trust Group, LLC (HTG)*. Staff worked with outside counsel to develop a draft of the agreement. Representatives from Saxon Gilmore & Carraway, P.A. submitted a draft for LHA review on Friday, May 8, 2015. Staff is in the process of reviewing the agreement.

### **Williamstown**

On Monday, May 11, 2015, staff met with representatives from the Veterans Administration to discuss preferences for the community. *Wallis Murphey Boyington Architects, Inc. (WMB)*, architect of record, continued to incorporate comments from the Development Review Team (DRT) meeting with the City of Lakeland into the design documents. Additionally, representatives



from WMB continued to prepare for the ***PUD meeting*** that is scheduled ***for May 19, 2015*** at ***8:30 a.m.***

### **III. Mixed Finance Developments**

***Audited Financials:*** During this reporting period, the independent auditor completed the Year End 12/31/2014 audited financial statements and taxes for the five (5) partnerships.

#### **Colton Meadow**

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

#### **Carrington Place (formerly Dakota Park)**

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

#### **Renaissance**

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

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

#### **The Manor at West Bartow**

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

#### **Villas at Lake Bonnet**

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

#### **Magnolia Pointe**

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

May 2015

## PROCUREMENT

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

- Developed a one-year agreement with **Renaissance at Washington Ridge, LTD, LLLP** for the provision of *Information Technology (IT) Services* for the not-to-exceed value of \$6,000.00
- Developed an Inter-agency Agreement with the **Tampa Housing Authority** for each agency to mutually provide *Housing Choice Voucher (Section 8) Hearing Officer* services at no cost until such time as the agreement is mutually terminated
- Developed an individual Modification #01 with each of the following firms to extend their Indefinite Delivery, Indefinite Quantity *Engineer Services* agreements for a three-year period (until March 31, 2018) with no increase in the value of the funding pool that was originally approved by Board Resolution #13-1349: **Biller-Reinhart Structural Group; Boggs Engineering, LLC; EE&G Environmental Services, LLC; GLE and Associates, Inc.; and Hamilton Engineering & Surveying, Inc.**
- Developed a Modification #01 with **Pickett & Associates, Inc.** to extend its Indefinite Delivery, Indefinite Quantity *Surveying Services* agreements for a three-year period (until February 28, 2018) with no increase in the value of the funding pool that was originally approved by Board Resolution #13-1344
- Developed Task Order #01 to the professional services agreement with **GLE and Associates, Inc.** to develop and provide the necessary bidding specifications; assist in awarding the bid(s); oversee the installation; certify the completed system; as well as, provide any other usual and customary services for the installation of an operational back-up electrical system for the Lakeland Housing Authority Administration Building for a not-to-exceed value of \$16,070.00
- Developed Task Order #02 to the professional services agreement with **Terracon Consultants, Inc.** to develop and provide an Internal Environmental Base-Line Assessment for The Manor at West Bartow for a not-to-exceed value of \$2,495.00
- Developed Task Order #03 to the professional services agreement with **Wallis Murphey Boyington Architects, Inc.** for the Micro-Cottage Community on Williamstown Boulevard project including the provision of bidding documents for a not-to-exceed value of \$94,079.00
- Developed Task Order #4 and Task Order #05 to the professional services agreement with **Wallis Murphey Boyington Architects, Inc.** for the development of the 15 Vacant Lots at Renaissance at Washington Ridge including the provision of bidding documents for a not-to-exceed combined value \$131,400.00
- Issued Change Order #03 with **Johnson-Laux Construction, LLC** for additional interior and exterior renovations as well as west parking lot improvements at the Lakeland Housing Authority Administration Building for a not-to-exceed cost of \$35,939.56

**LAKELAND HOUSING AUTHORITY**  
**SECTION 3 AND M/WBE SUMMARY REPORT**  
(Existing Contracts: April 01, 2012--April 30, 2015)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
1	Rodmon and Rodman Hampton Hills	\$20,000.00	Yes	African-American	1	Yes	1	No	0
2	Bio Mass Tech	\$33,278.05	No	N/A	0	No	0	No	0
3	Robert's Painting	\$8,100.00	No	N/A	0	No	0	No	0
4	Zee's Construction	\$24,500.00	No	N/A	0	No	0	No	0
5	NKA Contractors	\$23,750.00	Yes	African-American	1	No	0	No	0
6	Jackson Management Consulting	\$10,198.00	Yes	African-American	1	No	0	No	0
7	Florida Dance Theatre	\$3,840.00	No	N/A	0	No	0	No	0
8	Rodmon and Rodmon (09-27-12 to 10-26-12)	\$5,750.00	Yes	African-American	1	Yes	1	No	0
9	Rodmon and Rodmon (10-29-12 to 10-28-13)	\$30,000.00	Yes	African-American	1	Yes	1	No	0
10	Bruce Reeves	\$5,000.00	No	N/A	0	No	0	No	0
11	Beachfront Community Outreach	\$31,900.00	Yes	African-American	1	No	0	Yes	1
12	PAINTSMART USA, INC.	\$31,000.00	Yes	African-American	1	No	0	Yes	2
13	Nova Engineering and Environmental, LLC	\$19,000.00	No	N/A	0	No	0	No	0
14	Atkins Paving, Inc	\$7,400.00	Yes	African-American	1	No	0	No	0
15	Best Termite & Pest Control	\$50,000.00	No	N/A	0	No	0	No	0
16	Clampett Industries dba EMG	\$39,000.00	No	N/A	0	No	0	No	0
17	Reeves Building and Plumbing Contractor	\$7,950.00	Yes	African-American	1	No	0	No	0
18	Jacksonville Sound	\$552.00	No	N/A	0	No	0	No	0
19	Marshalls, LLC	\$6,377.00	No	N/A	0	No	0	No	0
20	R.I.G., Inc. aka Residential Investment Group	\$79,425.00	Yes	Woman-owned	1	No	0	No	0
21	Reeves Building and Plumbing Contractor	\$9,975.00	Yes	African-American	1	No	0	No	0
22	All Florida Fire Equipment Company	\$5,500.00	No	N/A	0	No	0	No	0
23	Campolong Enterprises dba DH Striping Company	\$5,000.00	No	N/A	0	No	0	No	0
24	Professional Roof Systems	\$37,800.00	No	N/A	0	No	0	No	0
25	State Alarm	\$287,591.50	No	N/A	0	No	0	No	0
26	Stripe A Lot of America II, Corp	\$4,100.00	No	N/A	0	No	0	No	0
27	Waller Construction	\$20,800.00	No	N/A	0	No	0	No	0
28	Annettie Machuca & Associates	\$25,000.00	Yes	Hispanic and Woman-owned	1	No	0	No	0
29	Haskell Termite and Pest Control	\$17,872.00	No	N/A	0	No	0	No	0
30	Johnson-Laux Construction	\$205,031.96	Yes	Woman-owned	1	No	0	No	0
31	Yardi Systems	\$50,824.70	No	N/A	0	No	0	No	0
32	Annettie Machuca & Associates	\$123,000.00	Yes	Hispanic and Woman-owned	1	No	0	No	0
33	West Lake Management	\$135,150.00	No	N/A	0	No	0	No	0
34	West Lake Management	\$10,000.00	No	N/A	0	No	0	No	0
35	We Care Services	\$95,000.00	Yes	African American and Woman-owned	1	Yes	1	No	0

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendors between April 01, 2012 and April 30, 2015.

**LAKELAND HOUSING AUTHORITY**  
SECTION 3 AND M/WBE SUMMARY REPORT  
(Existing Contracts: April 01, 2012--April 30, 2015)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
36	BDO USA dba BDO PHA Finance	\$95,000.00	No	N/A	0	No	0	No	0
37	Empnhasys Computer Solutions	\$165,600.00	No	N/A	0	No	0	No	0
38	Waller Construction	\$10,897.66	No	N/A	0	No	0	No	0
39	Bonnet Shores, LLLP.	\$97,450.00	No	N/A	0	No	0	No	0
40	Colton Meadow, LLLP.	\$84,050.00	No	N/A	0	No	0	No	0
41	West Bartow Partnership Ltd, LLLP.	\$89,950.00	No	N/A	0	No	0	No	0
42	Solita's House	\$15,600.00	Yes	African-American and Woman-owned	1	No	0	No	0
43	William V. Hunter Educational Foundation	\$0.00	1	African-American	1	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Architectural Services Pool</i>									
44	GLE Associates	\$16,070.00	No	N/A	0	No	0	No	0
45	Wallis Murphey Boyington	\$234,279.00	No	N/A	0	No	0	No	0
46	Bessolo Design Group	\$0.00	No	N/A	0	No	0	No	0
47	Robert Reid Wedding	\$47,227.50	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Property Appraisal Services Pool</i>									
48	Valuation Advisors	\$2,900.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Surveying Services Pool</i>									
49	DRMP	\$0.00	No	N/A	0	No	0	No	0
50	Hamilton Engineering & Surveying	\$0.00	No	N/A	0	No	0	No	0
51	ECON	\$5,020.00	No	N/A	0	No	0	No	0
52	Pickett & Associates	\$0.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Environmental Testing/Building Inspection Services Pool</i>									
53	ACT-American Compliance Technologies	\$0.00	No	N/A	0	No	0	No	0
54	GLE Associates	\$5,275.00	No	N/A	0	No	0	No	0
55	Terracon Consultants	\$2,495.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Engineering Services Pool</i>									
56	Boggs Engineering (Civil)	\$4,550.00	No	N/A	0	No	0	No	0
57	Hamilton Engineering & Surveying (Civil)	\$0.00	No	N/A	0	No	0	No	0
58	EE & G Environmental (Environmental)	\$21,250.00	No	N/A	0	No	0	No	0
59	GLE Associates (Multi-discipline)	\$1,425.00	No	N/A	0	No	0	No	0
60	Biller Reinhart (Structural)	\$0.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Financial Advisor Services Pool</i>									
61	Baker Tilly	\$0.00	No	N/A	0	No	0	No	0
62	Innovative Financial Housing Solutions	\$187,000.00	Yes	Woman-owned	1	No	0	No	0
63	TAG Associates	\$0.00	No	N/A	0	No	0	No	0
<b>TOTALS</b>		<b>\$2,555,704.37</b>			<b>18</b>		<b>4</b>		<b>3</b>

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendors between April 01, 2012 and April 30, 2015.

**LAKELAND HOUSING AUTHORITY**  
SECTION 3 AND M/WBE SUMMARY  
(New Contracts: April 01, 2015 - April 30, 2015)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
1	Johnson-Laux Construction	\$35,939.56	Yes	Woman-owned	1	No	0	No	0
2	Tampa Housing Authority	\$0.00	No	N/A	0	No	0	No	0
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
<i>Indefinite Delivery, Indefinite Quantity Architectural Services Pool</i>									
13	GLE Associates	\$16,070.00	No	N/A	0	No	0	No	0
14	Wallis Murphey Boyington	\$225,479.00	No	N/A	0	No	0	No	0
15									
<i>Indefinite Delivery, Indefinite Quantity Property Appraisal Services Pool</i>									
16									
<i>Indefinite Delivery, Indefinite Quantity Surveying Services Pool</i>									
17									
18									
19									
20									
<i>Indefinite Delivery, Indefinite Quantity Environmental Testing/Building Inspection Services Pool</i>									
21	Terracon Consultants	\$2,495.00	No	N/A	0	No	0	No	0
22									
23									
<i>Indefinite Delivery, Indefinite Quantity Engineering Services Pool</i>									
24									
25									
26									
27									
<i>Indefinite Delivery, Indefinite Quantity Legal Services Pool</i>									
28									
29									
30									
<b>TOTALS</b>		<b>\$279,983.56</b>			<b>1</b>		<b>0</b>		<b>0</b>

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendor April 01, 2015 - April 30, 2015.

## May 2015 Board Report



### Academics

The first two GEDs of Cycle 11 have been earned!! Justin Paul and Zephaniah Godfrey earned their GEDs this month and are in the process of enrolling at Polk State College. Several students have passed sections of the GED, and continue to work towards passing the rest of the sections in the coming months. Over 2/3 of the students have made learning gains on the TABE test and continue to work towards their ultimate learning goals. Students are working in breakout sessions and individually addressing their educational needs. Students that have proven proficient in areas are acting as mentors and giving help to other students. In the coming weeks all students will be sitting for the testing of their GED.

### Recruitment

The first recruiting event for the next cycle was held on April 7<sup>th</sup>. YouthBuild Lakeland added 5 young people to the roster of potential participants for Cycle 12. The recruiting effort for Cycle 12 is building steam. The placement of flyers around town at businesses and local points of interest continues. YouthBuild Lakeland is holding a monthly Open House on the second Tuesday of each month from 2:00-3:00 pm to inform interested young people about the program and its benefits.

### Construction

The house at Strawberry Lane is starting to look finished! Students have been installing insulation and outside siding on the new, family home. Students have also been working on a rehab property located at Park Street in Lakeland.



YouthBuild/Habitat project at Strawberry Lane in Lakeland

## Placement News



**JAMARCO LATTIMORE**

Jamarco S. Lattimore is a graduate of YouthBuild-Lakeland's Cycle 11. In October 2014, Jamarco became employed with Wal-Mart. As a Customer Service Associate, Jamarco continues to provide excellent service, with a smile, to Wal-Mart customers and his co-workers. Congratulations, Jamarco, on your six-month anniversary at Wal-Mart! Keep up the great work!

## Career Development



**Dr. Herman J. Johnson III, Ph.D. and Jacqueline S. Johnson**  
(far left, back row) with the YouthBuild-Lakeland students and staff.



**Steven J. Boyington**

During the month of April, Cycle 11 students worked on their employment interviewing skills. The target competency was for them to interview successfully. Areas of study and training included: preparing for the interview, the importance of making an excellent first impression, face-to-face-interviews, telephone interviews, closing, asking for the job, appreciation, proper handshake and follow-up after the interview. Students also began learning about Resume' preparation.

On April 24<sup>th</sup>, Steve J. Boyington, AIA LEED AP of Wallis, Murphey & Boyington spoke to the students about career opportunities in the architect field. Dr. Herman J. Johnson III, Ph.D., retired U.S. Army Recruiter/current Motivational Speaker and Business Consultant and Jacqueline S. Johnson, President/CEO of Tri-Success Enterprises shared how to overcome life hardships and obstacles to become successful.

Congratulations to Justin Paul and Zephaniah Godfrey, who after successfully obtaining their GED, have each begun the enrollment process for secondary education at Polk State University.

On April 9<sup>th</sup>, Ashley Powell and Tyler Strong assisted the YouthBuild Career Development Specialist at the Travis Career Center's Open House and Career Fair. They spent the morning sharing with booth visitors about the YouthBuild-Lakeland and encouraging young adults (*who qualified*) to apply. Their recruitment efforts resulted in two applications being received for Cycle 12. Congratulations, Ashley and Tyler!

### **Community Involvement**

- On April 29<sup>th</sup>, Janiene Bambridge, Cynthia Zorn Shaw and Sondra Lowe attended a "Communications for Women" workshop.

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**Janiene Bambridge**  
YouthBuild Program Manager

**Richard Mooneyham**  
YouthBuild Program Instructor

**Cynthia E. Zorn-Shaw**  
YouthBuild Career Development Specialist



# **RESOLUTIONS**