



430 Hartsell Ave  
Lakeland, FL 33815

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<http://LakelandHousing.org>



## Board Of Commissioners

Michael Pimentel, Chairman

Edward Hall

David Samples

Joseph DiCesare

Lorenzo Robinson

Shelly Asbury

Judy Mas

## REGULAR BOARD MEETING

**Monday, September 21, 2020**

Benjamin Stevenson, Executive Director  
Ricardo Gilmore, Esquire

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

**Monday, September 21, 2020 at 6:00 P.M.**  
**LHA Board Room – Virtual Meeting**

**Pledge of Allegiance**

**Moment of Silence**

**Establish a Quorum**

**1. Approval of the Meeting Agenda**

**2. Approval of the Board Meeting Minutes for August 17, 2020**

**3. Public Forum**

**4. Old Business**

**5. New Business**

**6. Secretary's Report**

• Housing and Operations

**Resolution No. # 20-1485** -The Board of Commissioners is requested to authorize the Executive Director to establish the Fiscal Year 2020-2021 Payment Standards for the Section 8 Housing Choice Voucher Program, effective October 1, 2020.

• Finance and Administration

**Resolution # 20-1486** - The Board of Commissioners is requested to approve the to authorize the Executive Director to enter into a blanket easement with the City of Lakeland for a portion of the West Lake redevelopment site.

**7. Legal Report**

**8. Other Business**

Copy of HUD Approval of Relocation Vouchers

**9. Adjournment**

**MINUTES**  
**Regular Board Meeting of the**  
**Board of Commissioners of the Housing Authority of the City of Lakeland**  
**Monday, August 17, 2020**  
**430 Hartsell Avenue, Lakeland, Florida.**

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

**Secretary:** Benjamin Stevenson

**Legal Counsel:** Ricardo Gilmore

The meeting was called to order at 6:01 p.m. by Chairman Pimentel. The meeting was a virtual meeting using Skype for Business due to COVID-19.

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

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

**APPROVAL OF THE AGENDA**

- Motion to approve the meeting Agenda.

Motion by Commissioner Hall, seconded by Commissioner Mas.

Vote: Commissioners

Michael Pimentel – Aye

Edward Hall –aye

Joseph DiCesare – Aye

Lorenzo Robinson– Aye

Shelly Asbury – Aye

Judy Mas – Aye

David Samples – Aye

**APPROVAL AND ACCEPTANCE OF MINUTES**

- Motion to approve and accept the minutes of the meeting of the Board of Commissioners held on July 20, 2020.

Motion by Commissioner Pimentel, seconded by Commissioner Asbury.

Vote: Commissioners

Michael Pimentel – Aye

Edward Hall – Aye

Joseph DiCesare – Present

Lorenzo Robinson– Aye

Shelly Asbury – Aye

Judy Mas – Aye

David Samples – Aye

**PUBLIC FORUM**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Employee of the Month

Sendia Garcia, a Section 8 Family Self Sufficient (FSS) Coordinator, is the LHA Employee for the Month for July 2020. She was presented by Idalia Gonzales, Section 8 Senior Program Manager. Ms. Garcia is very hard working, dedicated, determined, dependable and compassionate employee. One of her most recent accomplishments is that she increased the participant enrollment over 60 % in one month. The FSS program went from 39 participants to 110 participants within one month. When given the task during COVID-19 that the FSS Program was mandated to increase enrollment, Ms. Garcia met with her team and developed a plan to safely coordinate enrolling participants during the pandemic. She far exceeded her goal.

Mr. Stevenson also gave Ms. Garcia accolades for her valued work ethic with the FSS program and LHA. He presented her with of Employee of the Month certificate.

Presentation of Financial Audit

Brain Nemeroff, CPA, and two other associates of Berman Hopkins presented the financial audit for the December 2019 year end. Becky Sabetsky, CPA, narrated a Power Point presentation that covered three areas: financials, controls and compliance. Mr. Nemeroff stated this audit was a normal regular audit with no findings. He commended the LHA staff for a job well done.

## **SECRETARY'S REPORT**

### Twin Lakes Estates Phase II

Mr. Stevenson stated Phase II continues to go well. He stated today's Lakeland Ledger published two ads for Twin Lakes Estates Phase II. One ad is for the tax credit housing units and the other is for the fourteen (14) units public housing units. Staff hopes to start leasing the housing units on October 1, 2020. There are recent photos of the Phase II construction in his Secretary Report.

### Twin Lakes Estates Phase III

The City of Lakeland CRA declined to award the application for Phase III. The City will issue another RFP for affordable housing in 30-60 days. The Developer Partner will respond to the RFP. Hopefully, the RFP will be issued in time to apply for nine per cent tax credits. If not, the project will have to wait until next year or apply for four per cent bond.

Mr. Stevenson stated last month, HUD approved the demo-deposition application as well as awarded the Section 8 relocation vouchers for the 64 families remaining in Phase III. Staff is now waiting on HUD to fund the vouchers. Staff has submitted the request to the HUD-Jacksonville Field Office, and they have transmitted the request to the HUD-Kansas City Office.

### HOPE VI Closeout

Architects have submitted their fee proposals to LHA regarding costs to complete the general physical need assessments at the Renaissance and Dakota property. The fee proposals are necessary in order to get an estimate of what it will cost to make improvements and maintain the properties for the next few years.

### 10<sup>th</sup> Street Property

The Investment Partner is still having positive conversations with the investment banker. The architect is continuing to make progress with the paperwork to be submitted to Polk County for a plan amendment to change the zoning of the property. Staff is anticipating a slow process.

### Arbor Manor

An environmental assessment is required to be completed before the sale can be finalized. The EPA has been engaged to do the assessment.



**HOUSING AND OPERATIONS**

Carlos Pizarro, VP of Housing, reported the properties are doing well. He stated the property manager has started taking applications for Twin Lakes Phase II. The Section 8 HCV Program has started issuing housing vouchers to 300 families to seek rental housing units.

Mr. Pizarro presented Resolution No. 20-1484 for approval. The resolution is requesting approval and adoption of updates and revisions made to the Utility Payment Allowance Schedules for the Public Housing and the Housing Choice Voucher Programs.

- Motion to approve Resolution No. 20-1484.

Motion by Commissioner Hall, seconded by Commissioner Robinson.

Vote: Commissioners

Michael Pimentel – Aye

Joseph DiCesare – Aye

Shelly Asbury – Aye

Edward Hall –Aye

Lorenzo Robinson– Aye

Judy Mas – Aye

David Samples – Aye

**FINANCE AND ADMINISTRATION**

Valerie Turner gave a thorough over the financial report.

**PUBLIC FORUM**

None.

**LEGAL REPORT**

Mr. Gilmore expressed his gratitude to the LHA for their condolences during the transition of his mother.

**OTHER BUSINESS**

None.

The meeting adjourned at 7:14 p.m.

Benjamin Stevenson, Secretary

# **SECRETARY'S REPORT**

**Secretary's Report**  
**August 2020**  
**DEVELOPMENT UPDATES**

**West Lake Phase I**

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

**West Lake Phase II Disposition and Demolition**

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

**West Lake Phase II - Relocation**

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

**West Lake Phase II - Construction**



Housing units along Hartsell Avenue

Construction started on this phase of the redevelopment in January 2020. The contractor has completed the pre-construction site work. Construction of the underground utilities is approximately 95% complete. Concrete slabs for the foundations for all of the new buildings has been completed. Construction on the outside walls on the housing units is complete. The contractor has started working on the building interiors as well as the parking lots.



View from Hartsell Avenue and Olive Street intersection



**Secretary's Report  
August 2020**

Construction has also started on the community center. The General Contractor will turn over the community center and five residential buildings for occupancy in October. The Property Manager took applications for two weeks after publishing an advertisement in the Lakeland Ledger and the LHA website. The application process is now closed. The first families should start moving in October of this year. One-, two- and three-bedroom units will be available for rent to low- to moderate-income families and individuals. The General Contractor is on schedule to complete construction of the remaining housing units by the end of this year.



View of community center and housing units along Olive Street



View of Lake Beulah looking north from housing units along Olive Street

The City of Lakeland Community Redevelopment Agency has award \$289,000 to the Phase II development. This allocation must be approved by the City of Lakeland City Commission. The funds will be used to offset development costs created by a funding shortfall.

**West Lake Phase III**

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

## **Secretary's Report**

### **August 2020**

Developer Partner will be submitting another application for 9% low income housing tax credits later this year.

The City of Lakeland Community Redevelopment Agency did not select the most recent Phase III application for funding. Fortunately, the City of Lakeland will release another Request For Proposal for Affordable Housing Development projects later this month. The Developer Partner will be submitting a response to the RFP and as well as request the Local Government Contribution designation. The Local Government Contribution is a requirement for submitting an application for 9% tax credits. The team continues to explore funding opportunities for this phase. LHA has been asked to consider the bond financing option for this phase, if the tax credit application is not successful.

### **West Lake Phase III Disposition and Demolition**

The HUD Special Application Center (SAC) gave its approval of the Demolition-Disposition application for the Phase III in July. Demolition of the housing units in Phase III will not start until after all of the families are relocated. The families could not be relocated until HUD funds the Section 8 vouchers. Staff received notice from the Office of U.S. Senator Marco Rubio that HUD has approved funding of the vouchers. Relocation is not expected to be completed until sometime during the first quarter of next year. A copy of the SAC approval letter was included with the July 2020 Board Packet in the Old Business section.

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

### **Renaissance at Washington Ridge**

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

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

## **Secretary's Report**

### **August 2020**

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

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

### **Carrington Place a.k.a. Dakota Park**

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

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

### **Arbor Manor**

## **Secretary's Report**

### **August 2020**

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

### **Investment Partner Activities**

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

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

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

## **OTHER BUSINESS**

### **Agency Plan**

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

### **Community and Other Activities**

## Secretary's Report

### August 2020

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

I served as a panelist at the recent Florida Housing Coalition Statewide Annual Conference. The topic for discussion was affordable housing. This is Florida's most attended statewide conference on affordable housing matters. The conference was held virtually from August 31<sup>st</sup> from September 2<sup>nd</sup>. The video will be available for viewing on the Florida Housing Coalition website for one year.

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

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

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

Kingdom Covenant Church has been providing food boxes for LHA properties for past three months. Approximately, 1,200 food boxes will be given to LHA each month during the pandemic. The food is being given to LHA seniors, families, YouthBuild students and community partners.

Respectfully submitted,

*Benjamin Stevenson*

Secretary



# **AFFORDABLE HOUSING REPORT**

**◀ Housing Report**

**◀ FSS & Resident Activities**

# Affordable Housing Department

## Board Report

### September 2020

- **Public Housing (PH), Housing Choice Voucher (HCV), Family Self-Sufficiency (FSS), Resident Activities and West Lake Management Communities Reports**
  - Housing Communities
    1. West Lake
    2. West Lake Addition
    3. Cecil Gober
    4. John Wright Homes
    5. Carrington Place (Formerly known as Dakota Apartments)
    6. Renaissance/Washington Ridge
    7. Villas at Lake Bonnet
    8. Colton Meadow
    9. The Manor at West Bartow
    10. The Micro-Cottages at Williamstown
    11. Twin Lakes Estates Senior PHASE I
  - Housing Choice Voucher Program
    1. Intake & Occupancy Report
    2. Housing Choice Voucher report
  - ROSS and Family Self-Sufficiency Programs Plus Resident Activities
  - Updates for the month of August 2020: 2021 Agency plan, 2021 Proposed Budgets and HCV Payment Standards were posted and emailed to the Board of Commissioners.
  - The Housing Choice Department received the 34 Tenant Protection Vouchers designated for the West Lake Phase 3 Relocation.
  - We are currently working on the following grant applications, ROSS, Housing Mobility and Job Plus. The FSS Grant application was submitted.
  - Purchased a truck with a lift for tree cutting.

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

NOTE: Percentages in each area may not total 100 percent due to rounding. 09/04/2020

**Race/Ethnicity**

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

State vs County	White Only	Black/African American Only	Asian Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
FL State	39%	60%	0%	0%	1%	0%	0%
FL105 Polk County	24%	76%	0%	0%	1%	0%	0%

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

State vs County	Hispanic or Latino	Non - Hispanic or Latino
FL State	27%	73%
FL105 Polk County	16%	84%

**CDC Publishes Order Halting Residential Evictions**

The Centers for Disease Control and Prevention (CDC) and the Department of Health and Human Services (HHS) announced an order to stop residential evictions to halt the spread of COVID-19. The order is currently scheduled to be published in the Federal Register on September 4. It becomes effective on publication and will last until December 31, 2020, unless extended.

The order notes that as of late August, there have been over 23 million cases of COVID-19 globally, resulting in over 800,000 deaths. It also states that, domestically, there have been over 5.5 million cases, which have resulted in over 174,000 deaths. Given the “historic threat to public health,” the order notes that “[e]viction moratoria facilitate self-isolation by people who become ill or who are at risk for severe illness from COVID-19 due to an underlying medical condition.” The order also notes that eviction moratoria help implement stay-at-home and social distancing orders, while also preventing homelessness which “increases the likelihood of individuals moving into close quarters in congregate settings, such as homeless shelters, which then puts individuals at higher risk of COVID-19.”

The order institutes a temporary eviction moratorium. It states that a “landlord . . . shall not evict any covered person from any residential property in any State or U.S. territory” in which there are COVID-19 cases. The term “covered person” includes any tenant who states—under the penalty of perjury—to their landlord, owner, or other person with the power to evict that the following conditions have been met:

- The person has used their best efforts to obtain available government assistance for rent or housing;
- The person meets any of the following three criteria:
  - The person does not expect to earn more than \$99,000 in annual income in calendar year (CY) 2020 (or more than \$198,000 for joint tax returns);
  - The person was not required to report any income in 2019 to the Internal Revenue Service (IRS); or
  - The person received a “stimulus check” under the Coronavirus Aid, Relief, and Economic Security (CARES) Act;
- The person is unable to pay the full rent or make a full housing payment due to loss of compensable hours of work, a lay-off, or extraordinary out-of-pocket medical expenses;
- The person is making “best efforts” to make timely partial payments that are as close to the full payment as possible; and
- Eviction would render the individual homeless or force the individual to live in close quarters in a new congregate or shared living setting.

Despite the order, individuals are still obligated to pay rent or make applicable payments. The order does not prevent charging or collecting fees, penalties, and interest for late payments. Tenants may still be evicted for the following:

- Engaging in criminal activity on the premises;
- Threatening the health or safety of other residents;
- Damaging or posing an immediate and significant risk of damage to property;
- Violating any applicable building code, health ordinance, or similar regulation relating to health and safety; or
- Violating any other contractual obligation (other than late fees, penalties, or interest).

This order does not apply in certain areas. It does not apply in any “State, local, territorial, or tribal area with a moratorium on residential evictions that provides the same or greater level of public-health protection.” Additionally, the order does not apply in American Samoa—which has no reported cases—unless cases develop.

The order is not a rule as defined in the Administrative Procedure Act (APA), but is an “emergency action.” If it did qualify as a rule, the order notes that there is still “good cause” to dispense with the regular notice-and-comment process because of the public-health emergency.

There are certain criminal penalties for violating this order. A person violating the order may be subject to a fine of \$100,000, one year of jail, both a fine and jail, or another lawful penalty, if the violation does not result in a death. If the violation results in a death, the person violating the order may be subject to a fine of \$250,000, one year of jail, both a fine and jail, or other lawful penalty. An organization violating this order may be subject to \$200,000 per event, if the violation does not lead to a death and \$500,000 per event if the violation results in death. The Department of Health and Human Services is authorized to cooperate with and aid state and local authorities to authorize this order.

The order includes a [declaration for tenants](#). A tenant must provide a copy of the declaration to their landlord, owner, or other individual who has the right to evict. Each adult listed on the lease must complete the declaration. The declaration must be true under a penalty of perjury.

Tenants should contact their PHA notifying them of any reduction of income due to the pandemic. Landlords and PHAs should reach out and coordinate with tenants concerning unpaid rent. Best practices in preventing evictions include repayment agreements, retroactive recertifications and proactive communication with tenants.

## **President Signs Executive Order on Assistance to Renters and Homeowners**

On August 8, President Trump signed an executive order titled “[\*Executive Order on Fighting the Spread of COVID-19 by Providing Assistance to Renters and Homeowners\*](#).” This Executive Order (EO) was signed after the negotiations on a fourth COVID-19 legislative relief package broke down.

The EO states, “[i]t is the policy of the United States to minimize, to the greatest extent possible, residential evictions and foreclosures during the ongoing COVID-19 national emergency.” Specifically it directs the Department of Housing and Urban Development (HUD) “to promote the ability of renters and homeowners to avoid eviction or foreclosure” through actions that “may include encouraging and providing assistance to public housing authorities, affordable housing owners, landlords, and recipients of Federal grant funds in minimizing evictions and foreclosures.” The agencies of HUD and Treasury are also directed to “identify any and all available Federal funds to provide temporary financial assistance to renters and homeowners.” Additionally, the Department of Health and Human Services, along with the Centers for Disease Control and Prevention (CDC), “shall consider whether any measures temporarily halting residential evictions . . . are reasonably necessary to prevent further spread of COVID-19.”

This Executive Order, in and of itself, does not specifically extend nor create an eviction moratorium nor does it create a new rental or homeowner assistance program. This Executive Order instructs the executive branch of government – specifically Health and Human Services; Centers for Disease Control and Prevention (CDC); Treasury; Housing and Urban Development; and the Federal Housing Finance Agency (FHFA) – to assess their current resources and tools related to renters and homeowners affected by COVID-19.

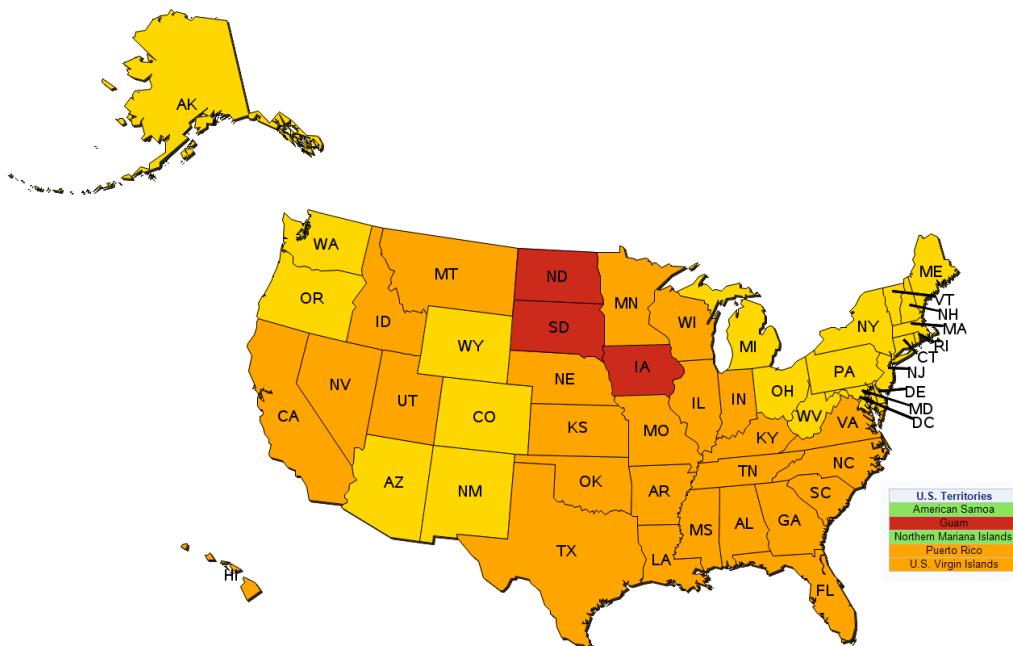
## HUD to Restart Physical REAC Inspections

On August 7, HUD published a press release titled “Secretary Carson Announces HUD Will Safely Resume Physical Inspections.” In the release, Secretary Carson notes that “[p]hysical inspections are vital in ensuring the health and safety of the Americans who reside in properties enrolled in HUD’s programs.” He also states that he is “. . . very pleased to announce . . . [that] they are resuming.”

PHA’s has expressed its grave concerns regarding the timing and need for these REAC inspections at this juncture. While we appreciate HUD’s stated desire to ‘keep our residents and staff safe,’ we have reservations about this new protocol. We have been told that these inspections may primarily impact the multifamily portfolio, but nonetheless remain concerned about your ability to get access into units and safely prepare for HUD’s arrival. We are particularly concerned for the families who live in public housing and multifamily units who do not want federal inspectors in their units during a public health crisis.”

The press release notes that to keep residents and staff safe, HUD will implement a system of prioritization of inspections based on COVID-19 data and health risk scoring methodology with data taken from Johns Hopkins University and the methodology from the Harvard Global Health Institute. The Real Estate Assessment Center (REAC) has developed a heat map that categorizes localities into four categories of risk along with an associated color:

- Low Risk – Green;
- Moderately Low Risk – Yellow;
- Moderately High Risk – Orange; and
- High Risk – Red.





## Public Housing PIC Reporting Percentage

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

Effective Date	Public Housing	Date Collected
7/30/2020	96.77%	09/04/2020

## Housing Choice Voucher Program

### Waiting Lists

#### Tenant-Based Waitlist

The tenant-based waiting list is currently closed.

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

The Manor at West Bartow waiting list is continuously open.

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

The Villas at Lake Bonnet waiting list is continuously open.

### Program Information

#### Port Outs

LHA currently processed one port-out in the month of August. Port outs are clients that use their voucher in another jurisdiction.

#### Port Ins

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

#### Lease-up & Movers

As of August 31, 2020, Lakeland Housing Authority issued 16 vouchers to movers. We received 14 Requests for Tenancy Approvals during the month of July. We processed 7 initial move-in and 8 port-in, and 1 port outs were sent to another jurisdiction.

#### Active Clients

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

Program	Total Vouchers
• Regular Vouchers & Project Based Vouchers	1138
• Mainstream	40
• VASH	66
• Tenant Protection	110
• Port Out	1
• Port In	7
Total	1383

#### EOP – End of Participation

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

Reason	Count
• Termination – Criminal	0

• Termination – Unreported income and/or family composition	6
• Left w/out notice	0
• No longer need S/8 Assistance and/or transfer to another program	1
• Deceased	0
• Landlord Eviction	0
• Lease and/or Program Violations non-curable	0
Total	7

### 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:

(August summarization is scheduled for 09/10/2020)

Effective Date	HCV	Date Collected
07/30/2020	95%	09/04/2020

### General information and activities for the month of July 2020

- The Housing Choice Voucher Department processed 119 annual certifications and ninety (90) interim certifications.
- The Inspections Unit conducted a total of 40 inspections.
- A total of 6 hearings were conducted.

### Repayment Agreements for Unreported Income

(No Changes reported)

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

<b>RECEPTION MONTHLY REPORT 2020</b>			
	<b>VISITOR'S COUNT</b>	<b>RFTA</b>	<b>INTERIM CHANGE</b>
<b>January</b>	668	24	57
<b>February</b>	568	20	71
<b>March</b>	510	25	44
<b>April</b>	—	—	
<b>May</b>	310	25	65
<b>June</b>	423	25	36
<b>July</b>	524	20	90
<b>August</b>	461	10	47



Reports from the Communities

1. West Lake
2. West Lake Addition
3. Cecil Gober
4. John Wright Homes
5. Carrington Place (Formerly known as Dakota Apartments)
6. Renaissance/Washington Ridge
7. Villas at Lake Bonnet
8. Colton Meadow
9. The Manor at West Bartow
10. Twin Lakes Estates Senior Phase I
11. The Micro-Cottages at Williamstown

<b>Item</b>	<b>WestLake</b>	<b>WestLake Addition</b>	<b>Cecil Gober</b>	<b>John Wright</b>	<b>Carrington Place</b>	<b>Renaissance</b>	<b>Villas Lake Bonnet</b>	<b>Colton Meadow</b>	<b>Manor at West Bartow</b>	<b>Twin Lakes Estates</b>	<b>Williamstown</b>
<b>Occupancy</b>	100%	100%	100%	100%	100%	99%	100%	99%	97%	100%	100%
Down units due to modernization/Insurance									Sealing of window is underway		

Vacant units	0	0	0	0	0	1	0	1	3	0	0
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No	N/A	No
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	N/A	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Angie Santiago	Angie Santiago	Gladys Delgado	Gladys Delgado	Patricia Blue	Jeannette Albino	Vanessa C. Johnson

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

August 2020

### FSS Program Statistics

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

### Escrow Balances

- The balance of the Section 8 FSS escrow August 2020 is \$ 94,942.97
- The average amount is \$ 6,493.66

### Recruiting

- Received 3 letter of interest.

### Housing Choice Voucher Program (Section 8):

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

### (HCV) Termination/Forfeiture/Transfer/Disbursement:

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

### Goals completed/enrolled by the Section 8 FSS participants:

- 21 families enrolled.

### Completed Contract of Participation:

- 0 family completed the contract as of the end of August 2020.

### Services needed to complete Contract of Participation:

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

### Community Networking

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

**Family Self-Sufficiency (Public Housing Program)**

**August 2020**

**FSS Program Statistics**

Programs	Mandatory	Enrolled families	Participants with Escrow	% With Escrow
Public Housing	50	54	14	30%

- The balance of the Public Housing FSS escrow April 2020 is **\$15,866.57**
- The average amount is **\$2,091.85**

**Recruiting**

- Received 9 letter of interest.

**Housing Choice Voucher Program (PH):**

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

**(PH) Termination/Forfeiture/Transfer/Disbursement:**

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

**Goals completed/enrolled by the Public Housing FSS participants: 11**

**Completed Contract of Participation:**

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

**Services needed to complete Contract of Participation:**

- Food pantry listings was also distributed to families in need.
- Free online GED class information was provided to FSS participants.

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

**Community Networking**

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

Respectfully,

*Carlos R. Pizarro An*

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





# 2020 Demographics



## Lakeland Housing Authority and Partnerships- "Demographics"

The Fair Housing Act protects people from discrimination when they are renting or buying a home, getting a mortgage, seeking housing assistance or engaging in other housing-related activities.

# Statistical Information

## Population Polk County

Population estimates, July 1, 2019, (V2019): 724,777

Population estimates base, April 1, 2010, (V2019): 602,073

Population, percent change - April 1, 2010 (estimates base) to July 1, 2019, (V2019): 20.4%

Population, Census, April 1, 2010: 602,095

## Age and Sex

Persons under 5 years, percent: 5.7%

Persons under 18 years, percent: 22.0%

Persons 65 years and over, percent: 20.4%

Female persons, percent: 51.0%

## Race and Hispanic Origin

White alone, percent: 78.8%

Black or African American alone, percent(a): 16.2%

American Indian and Alaska Native alone, percent(a): 0.7%

Asian alone, percent(a): 1.9%

Native Hawaiian and Other Pacific Islander alone, percent(a): 0.1%

Two or More Races, percent: 2.3%

Hispanic or Latino, percent(b): 24.6%

White alone, not Hispanic or Latino, percent: 56.9%

## Population Characteristics

Veterans, 2014-2018: 48,252

Foreign born persons, percent, 2014-2018: 10.0%

## Properties and/or Programs Characteristics

Property and/or Program Name	Race and Origin			
	White %	Black-African American %	Hispanics %	Non-Hispanic %
Housing Choice Voucher-S8	46%	53%	33%	67%
Hampton Hills Homes	0%	100%	0%	100%
Micro-Cottages at Williamstown	50%	48%	25%	75%
AMP-1 (West Lake, John Wright and Cecil Gober)	31%	69%	19%	81%
Twin Lakes Phase 1	57%	41%	46%	51%
Renaissance at Washington Ridge	36%	61%	37%	63%
Carrington Place (Dakota)	23%	68%	32%	68%
Villas at Lake Bonnet	50%	50%	46%	54%
Colton Meadow	37%	61%	39%	61%
West Bartow	67%	33%	51%	49%
<b>Total Percentages</b>	<b>39.7%</b>	<b>58.40%</b>	<b>32.8%</b>	<b>66.9%</b>



# **ADMINISTRATION REPORT**

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie A. Turner, VP of Administration

DATE: September 15, 2020

RE: August 2020 Financial Statements

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

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

I also attached the Statement of Operations and Balance Sheet for period ending July 31, 2020 for the following third-party entity.

12. West Lake 1, LTD.

All statements listed for Items 1-11 above are unaudited and compiled from LHA Finance. The statements for Item 12 are compiled by our third-party development partner.

*Valerie A. Turner*

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



## Monthly Statement of Operations Narrative Summary Report

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**RE: For the current month and eight months (Year to Date) ended August 25, 2020**

### Summary Report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):  
COCC has a Net Operating Income (NOI) of \$52,979 for the period and \$79,486 for year-to-date.
2. Section 8 Housing Choice Voucher (HCV) Program:  
HCV has a NOI of \$244,792 for Program Administration and \$521,388 for Housing Assistance Payment (HAP).
3. Public Housing (AMP 1 - WestLake Apartments, John Wright Homes and Cecil Gober Villas):  
NOI is -\$32,714 for the period and -\$96,948 for the year.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place (AMP 2): Carrington Place's NOI is -\$2,839 for the year.
5. Renaissance at Washington Ridge LTD., LLLP (AMP 3): NOI is \$3,183,200 for year-to-date.
6. Colton Meadow, LLLP:  
The NOI for Colton Meadow is \$59,093 for the year.
7. Bonnet Shores, LLLP:  
Villas at Lake Bonnet has a NOI of \$4,481 for the year.
8. West Bartow Partnership, LTD, LLLP:  
The property has a NOI of \$37,470 for the year.
9. Hampton Hills (AMP 4):  
This property has a NOI of -\$70,034 for year-to-date.
10. YouthBuild:  
YouthBuild has a NOI of -\$17,097 for the year. The negative NOI is due to timing of the grant reimbursement from the Department of Labor.
11. Williamstown, LLLP (AMP 5):  
The property has a NOI of -\$32,128 for year-to-date.







12. West Lake 1, LTD (AMP 6):  
The property has a NOI of \$76,145 for year-to-date.

The table below summarizes LHA’s current financial position for its 12 most active properties.

LAKELAND HOUSING AUTHORITY (FL011) Affordable Housing Portfolio			
Item #	Property #	Name	NOI Before Depreciation
1	96	Central Office Cost Center (COCC)	\$79,486
2	80	Housing Choice Voucher (HCV) Administration	\$244,792
		HCV Housing Assistance Payment (HAP)	\$521,388
3	10	Public Housing General (AMP 1) – WestLake/Cecil Gober Villas/John Wright Homes	-\$96,948
4	16	Dakota Park Limited Partnership, LLLP (AMP 2) d.b.a. Carrington Place	-\$2,839
5	17	Renaissance at Washington Ridge, Ltd., LLLP (AMP 3)	\$3,183,200
6	56	Colton Meadow, LLLP	\$59,093
7	57	Bonnet Shores, LLLP	\$4,481
8	62	West Bartow Partnership, Ltd., LLLP	\$37,470
9	12	Hampton Hills (AMP 4)	-\$70,034
10	49	YouthBuild-Lakeland	-\$17,097
11	99	Williamstown, LLLP (AMP 5)	-\$32,128
12	100	West Lake 1, LTD (AMP 6)	\$76,145

**Conclusion:** Seven (7) of the twelve (12) properties continue to have a positive NOI for the year. Positive NOI also continues to be experienced with HCV-HAP due to receipt of HUD held reserves. The two (2) programs that will consistently have a negative NOI are YouthBuild-Lakeland due to it being a reimbursable grant. Hampton Hills will also continue to have negative NOI for the remainder of the calendar year based upon the budget benchmark of four (4) lease-to-purchase units generating rental income. Staff sold 3974 Rollingsford Circle in July. On September 10, 2020, HUD released the Declaration of Trust for 1755 Holton Road. Accordingly, the homebuyer should close by October 2020.

**AMP 1:** Accumulated accrued interest from Bonnet Shores, LLLP is contributing to Public Housing’s negative NOI. Furthermore, HUD has not increased the subsidy level for this property. Accordingly, staff will continue to work diligently to maximize funds received from HUD. Staff will also continue to





ensure that the property receives reimbursement for eligible CARES Act activities from HUD prior to the December 31, 2020 deadline.

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

**Dakota Park Limited Partnership, LLLP:** has been receiving additional subsidy from HUD. It also has \$11,509 remaining in CARES Act funds. It's Cash Flow Statement also reveals that it continues to experience positive changes in cash; thus, the negative NOI may be the result of a timing issue.



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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	1,500	750.00	750.00	100.00%	1	5,282	6,000	(718)	-11.97%	9,000
Public Housing, Sec 8 and Other Mgmt. Inco	75,482	51,472	24,009	46.65%	2	455,872	411,778	44,094	10.71%	617,667
Other Income	20,031	4,539	15,493	341.33%	3	158,501	36,311	122,191	336.51%	54,466
Grants Salary Cont.(YB-Director)	1,264	842	421	50.01%		11,101	6,739	4,363	64.74%	10,108
<b>Total Revenue</b>	<b>98,277</b>	<b>57,603</b>	<b>40,673</b>	<b>70.61%</b>		<b>630,756</b>	<b>460,828</b>	<b>169,929</b>	<b>36.87%</b>	<b>691,241</b>
Administrative Expenses	43,995	55,986	(11,991)	-21.42%	5	542,428	447,887	94,541	21.11%	671,831
Tenant Services	-	-	-			88	-	88		-
Utility Expense	-	20	(20)	-100.00%	4	-	160	(160)	-100.00%	240
Maintenance Expense	1,176	787	388	49.34%	6	7,591	6,298	1,293	20.54%	9,447
General Expenses	-	810	(810)	-100.00%	4	-	6,482	(6,482)	-100.00%	9,723
Financing Expenses	127	-	127		7	1,164	-	1,164		-
Total Expense before depreciation	45,298	57,603	(12,305)	-21.36%		551,270	460,827	90,443	19.63%	691,241
<b>Operating Income (Loss) before Deprec</b>	<b>52,979</b>	<b>0</b>	<b>52,979</b>	<b>1</b>		<b>79,486</b>	<b>0</b>	<b>79,486</b>	<b>0</b>	<b>0</b>
Depreciation/Amortization	2,852	-	2,852			22,819	-	22,819		-
Transfer In	-	-	-			-	-	-		-
Transfer Out	-	-	-			-	-	-		-
Intra-Funds Transfer In/Out	-	-	-			-	-	-		-
<b>Total Expense</b>	<b>48,150</b>	<b>57,603</b>	<b>(9,453)</b>	<b>-16.41%</b>		<b>574,089</b>	<b>460,827</b>	<b>113,262</b>	<b>24.58%</b>	<b>691,241</b>
<b>Net Operating Income (Loss)</b>	<b>50,126</b>	<b>0</b>	<b>50,126</b>	<b>1</b>		<b>56,667</b>	<b>0</b>	<b>56,667</b>	<b>0</b>	<b>0</b>

**Comments**

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

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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	25,622.49
Cash-Payroll	58,993.85
Total Unrestricted Cash	<u>84,616.34</u>
TOTAL CASH	<u>84,616.34</u>
Cash - Vending	3,116.05
Cleared Interfund Account	-268,144.41
Due from Public Housing General	77,008.00
A/R - Youthbuild DOL	11,419.65
A/R - Capital Fund Grants/HUD	1,421.32
TOTAL: DUE FROM	<u>92,965.02</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-175,179.39
OTHER CURRENT ASSETS	
Prepaid Expenses and Other Assets	1,149.98
TOTAL OTHER CURRENT ASSETS	<u>1,149.98</u>
TOTAL CURRENT ASSETS	<u>-89,413.07</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Furniture & Fixtures	21,421.23
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-33,768.44
Intangible Assets	
Lease-Right of Use Asset	171,142.00
Lease Amortization	28,868.25
TOTAL NONCURRENT ASSETS	<u>152,509.38</u>
TOTAL ASSETS	<u>63,096.31</u>

**LIABILITIES & EQUITY**

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	13,426.93
Workers Compensation	7,754.08
Employee Donations Payable	168.67
Other Current Liabilities	65,458.31
Lease payable-Short Term	11,594.32
Accrued Compensated Absences-Current	11,202.46
TOTAL CURRENT LIABILITIES	<u>109,604.77</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	20,804.56
Lease Payable	130,864.31
TOTAL NONCURRENT LIABILITIES	<u>151,668.87</u>
TOTAL LIABILITIES	<u>261,273.64</u>
EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-198,177.33
TOTAL RETAINED EARNINGS:	<u>-198,177.33</u>
TOTAL EQUITY	<u>-198,177.33</u>
TOTAL LIABILITIES AND EQUITY	<u>63,096.31</u>

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

**For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	9,499.48	25,622.49	16,123.01
Cash-Payroll	43,116.14	58,993.85	15,877.71
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,116.05	3,116.05	0.00
<b>Total Cash</b>	<b>55,731.67</b>	<b>87,732.39</b>	<b>32,000.72</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	54,556.63	25,622.49	-28,934.14
Cash-Payroll	78,838.07	58,993.85	-19,844.22
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,084.50	3,116.05	31.55
<b>Total Cash</b>	<b>136,479.20</b>	<b>87,732.39</b>	<b>-48,746.81</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue/Port Revenue	160,238	63,800	96,438	151.16%	1	753,831	510,400	243,431	47.69%	765,600
Other Income	335	1,649	(1,314)	-79.71%		2,523	13,192	(10,669)	-80.87%	19,788
<b>Total Revenue</b>	<b>160,573</b>	<b>65,449</b>	<b>95,124</b>	<b>145.34%</b>		<b>756,354</b>	<b>523,592</b>	<b>232,762</b>	<b>44.45%</b>	<b>785,388</b>
Administrative Expenses	78,056	64,498	13,558	21.02%	2	510,101	515,984	(5,883)	-1.14%	773,976
Tenant Services	-	-	-			-	-	-		-
Utilities	-	-	-			-	-	-		-
Maintenance Expense	772	511	261	51.10%	4	7,940	4,088	3,852	94.24%	6,132
General Expenses (Insurance, etc.)	107	175	(68)	-39.05%	2	(6,479)	1,400	(7,879)	-562.80%	2,100
HAP & URP Expenses - Port in Payments	-	-	-	0.00%		-	-	-	0.00%	-
Total Expense before Depreciation	78,935	65,184	13,751	21.10%		511,562	521,472	(9,910)	-1.90%	782,208
<b>Operating Income (Loss) before Depreciation</b>	<b>81,638</b>	<b>265</b>	<b>81,373</b>			<b>244,792</b>	<b>2,120</b>	<b>242,672</b>	<b>11446.79%</b>	<b>3,180</b>
Depreciation	265	265	-	0.00%		2,120	2,120	-	0.00%	3,180
Transfer Out	-	-	-			-	-	-		-
<b>Total Expense</b>	<b>79,200</b>	<b>65,449</b>	<b>13,751</b>	<b>21.01%</b>		<b>513,682</b>	<b>523,592</b>	<b>(9,910)</b>	<b>-1.89%</b>	<b>785,388</b>
<b>Net Operating Income (Loss)</b>	<b>81,373</b>	<b>-</b>	<b>81,373</b>			<b>242,672</b>	<b>-</b>	<b>242,672</b>		<b>-</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	892,506	729,069	163,437	22.42%	1	7,524,924	5,832,552	1,692,372	29.02%	8,748,828
Other income	432	931	(596)	0.00%		2,903	7,448	(4,545)	0.00%	11,172
<b>Total Revenue</b>	<b>892,938</b>	<b>730,000</b>	<b>162,841</b>	<b>22.31%</b>		<b>7,527,827</b>	<b>5,840,000</b>	<b>1,687,827</b>	<b>28.90%</b>	<b>8,760,000</b>
Housing Assistance Payments	856,813	697,500	159,313	22.84%	3	6,663,552	5,580,000	1,083,552	19.42%	8,370,000
Tenant Utility Reimbursement	18,879	9,385	9,494	101.16%	3	149,400	75,080	74,320	98.99%	112,620
Port Out HAP Payments	19,173	18,755	418	2.23%	3	168,181	150,040	18,141	12.09%	225,060
FSS Escrow Payments	2,774	4,360	(1,586)	-36.38%	2	24,844	34,880	(10,036)	-28.77%	52,320
FSS Forfeitures & Adjustments	-	-	-			461	-	461		-
Program Expenses Before Depreciation	897,639	730,000	167,639	22.96%		7,006,438	5,840,000	1,166,438	19.97%	8,760,000
<b>Program Income (Loss) before Depreciation</b>	<b>(4,701)</b>	<b>-</b>	<b>(4,798)</b>	<b>(0)</b>		<b>521,388</b>	<b>-</b>	<b>521,388</b>	<b>0</b>	<b>-</b>
Total Expense	897,639	730,000	167,639	22.96%		7,006,438	5,840,000	1,166,438	19.97%	8,760,000
<b>Net Operating Income (Loss)</b>	<b>(4,701)</b>	<b>-</b>	<b>(4,798)</b>			<b>521,388</b>	<b>-</b>	<b>521,388</b>	<b>0</b>	<b>-</b>

Comments

1 PHA Held Reserves increased due to additional funding being received. Administrative funds are also higher than budgeted.

Additional HAP funding was received to assist residents with housing subsidy. LHA also received additional administrative funding via the CARES ACT.

2 Variance is due to expenses being less than budgeted.

3 Variance is due to the increase in HAP, Tenant Utility Reimbursements and Port Out payments.

4 Maintenance costs associated with administration of program increased due to costs of contracted services.



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

<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
Unrestricted Cash		<b>CURRENT LIABILITIES</b>	
Cash Operating 1	91,229.12	A/P Vendors and Contractors	-101,368.04
Cash-Payroll	71.64	Due to Section 8	-109,593.76
Cash Operating 2B	<u>710,958.37</u>	Tenant Prepaid Rents	7,813.35
Total Unrestricted Cash	802,259.13	State of FL Unclaimed Funds	33,224.76
Restricted Cash		Accrued Compensated Absences-Current	5,475.43
Cash Restricted - FSS Escrow	104,309.41	Deferred Revenue	<u>191,568.24</u>
CARES ACT Restricted Cash	<u>191,579.82</u>	<b>TOTAL CURRENT LIABILITIES</b>	<u>27,119.98</u>
Total Restricted Cash	295,889.23		
Clearing	1,102.65		
<b>TOTAL CASH</b>	<b>1,099,251.01</b>		
<b>ACCOUNTS AND NOTES RECEIVABLE</b>			
A/R-Tenants/Vendors	264,603.93	<b>TOTAL CURRENT LIABILITIES</b>	<u>27,119.98</u>
Allowance for Doubtful Accounts-Tenants/Vendors	-264,603.93		
AR-TPA/Fraud Recovery	3,534.00	<b>NONCURRENT LIABILITIES</b>	
A/R WF Dec ACH	3,400.10	Accrued Compensated Absences-LT	10,168.65
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	117.25	FSS Due to Tenant Long Term	<u>104,777.75</u>
Cleared Interfund Account	-182,061.29	<b>TOTAL NONCURRENT LIABILITIES</b>	<u>114,946.40</u>
Due from Section 8 Mainstream	-109,593.76		
A/R-Other Government	<u>1,897.15</u>		
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b>-282,706.55</b>		
<b>OTHER CURRENT ASSETS</b>			
Prepaid Insurance	<u>426.64</u>		
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>426.64</u>		
<b>TOTAL CURRENT ASSETS</b>	<b>816,971.10</b>		
<b>NONCURRENT ASSETS</b>		<b>TOTAL LIABILITIES</b>	<u>142,066.38</u>
<b>FIXED ASSETS</b>		<b>EQUITY</b>	
Automobiles/Vehicles	15,900.00	<b>RETAINED EARNINGS</b>	
Furniture & Fixtures	26,461.08	Retained Earnings-Unrestricted Net Assets	<u>684,000.20</u>
Accum Depreciation- Misc FF&E	-35,671.60	<b>TOTAL RETAINED EARNINGS:</b>	<u>684,000.20</u>
Intangible Assets			
<b>TOTAL FIXED ASSETS (NET)</b>	<u>6,689.48</u>	<b>TOTAL EQUITY</b>	<u>684,000.20</u>
Non-Dwelling Equipment	<u>2,406.00</u>		
<b>TOTAL NONCURRENT ASSETS</b>	<u>9,095.48</u>	<b>TOTAL LIABILITIES AND EQUITY</b>	<u>826,066.58</u>
<b>TOTAL ASSETS</b>	<u>826,066.58</u>		

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

**For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	76,238.50	91,229.12	14,990.62
Cash-Payroll	798.08	71.64	-726.44
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	750,808.97	710,958.37	-39,850.60
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	101,521.43	104,309.41	2,787.98
CARES ACT Restricted Cash	69,123.64	191,579.82	122,456.18
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>998,490.62</b>	<b>1,098,148.36</b>	<b>99,657.74</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	38,325.21	91,229.12	52,903.91
Cash-Payroll	-3,034.03	71.64	3,105.67
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	11,155.40	710,958.37	699,802.97
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	104,512.40	104,309.41	-202.99
CARES ACT Restricted Cash	0.00	191,579.82	191,579.82
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>150,958.98</b>	<b>1,098,148.36</b>	<b>947,189.38</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,166	7,546	4,620	61.22%	1	131,226	60,368	70,858	117.38%	90,552
Other Tenant Income	-	570	(570)	-100.00%		(1,106)	4,560	(5,666)	-124.26%	6,840
Government Subsidy Income	47,055	59,922	(12,867)	-21.47%	2	434,781	479,379	(44,598)	-9.30%	719,068
Interest Income Restricted	9,130	9,245	(115)	-1.24%		72,702	73,958	(1,256)	-1.70%	110,937
Other Income	19,406	-	19,406			61,549	-	61,549		-
<b>Total Revenue</b>	<b>87,758</b>	<b>77,283</b>	<b>10,474</b>	<b>13.55%</b>		<b>699,152</b>	<b>618,264</b>	<b>80,887</b>	<b>13.08%</b>	<b>927,397</b>
Administrative Expenses	84,547	43,477	41,070	94.46%	4	468,180	347,816	120,363	34.61%	521,725
Tenant Services Expenses	-	100	(100)	-100.00%	3	233	800	(567)	-70.85%	1,200
Utility Expense	10,482	6,400	4,082	63.78%	4	82,203	51,200	31,003	60.55%	76,800
Maintenance and Development Expense	18,548	18,789	(241)	-1.28%	4	198,464	150,314	48,150	32.03%	225,471
General Expenses	4,718	5,517	(799)	-14.47%	3	36,104	44,134	(8,030)	-18.19%	66,201
Housing Assistance Payments	2,177	3,000	(823)	-27.43%	3	10,916	24,000	(13,084)	-54.52%	36,000
Finance Expense	-	-	-			-	-	-		-
Operating expense before Depreciation	120,472	77,283	43,189	55.88%		796,100	618,265	177,836	28.76%	927,397
<b>Net Operating Income (Loss)</b>	<b>(32,714)</b>	<b>(0)</b>	<b>(32,714)</b>	<b>981431298%</b>	5	<b>(96,948)</b>	<b>(0)</b>	<b>(96,948)</b>	<b>363556287%</b>	<b>(0)</b>
Depreciation	9,363	34,426	(25,063)	-72.80%		74,906	275,410	(200,504)	-72.80%	413,115
Capital Replacement Items	-	10,860	(10,860)	-100.00%		-	86,878	(86,878)	-100.00%	130,317
Transfer Out	(15,402)	-	(15,402)			(123,213)	-	(123,213)		
Intra-Funds Transfer In/Out	-	-	-			27,582	-	27,582		-
<b>Total Expenses</b>	<b>114,434</b>	<b>122,569</b>	<b>(8,135)</b>	<b>-6.64%</b>		<b>775,375</b>	<b>980,553</b>	<b>(205,177)</b>	<b>-20.92%</b>	<b>1,470,829</b>
<b>Net Income (Loss)</b>	<b>(26,676)</b>	<b>(45,286)</b>	<b>18,610</b>	<b>0</b>		<b>(76,224)</b>	<b>(362,288)</b>	<b>286,064</b>	<b>0</b>	<b>(543,432)</b>

**Comments**

- 1 Property consists of 91 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income for the year is presently higher than budgeted. The contractor is scheduled to obtain a temporary certificate of occupancy for the Clubhouse in October 2020. They are also attempting to expedite transfer of Building 7 the same month. The next three buildings are scheduled to be completed by January 2021.
- 2 Subsidy for the year continues to be lower than anticipated. On July 14, 2020, HUD's Special Application Center also approved demolition of the remaining 13 buildings (34 units) at WestLake. The relocation vouchers were approved on September 9, 2020.
- 3 Variance is a result of expenses being less than the budget.
- 4 Utility Expense was higher than budgeted due to timing of payment of utility expenses associated with solid waste removal. Additional Administrative and Maintenance Expenses were incurred preparing for the REAC inspection. Note that HUD canceled the inspection due to the COVID-19 pandemic.
- 5 Accumulated Bonnet Accrued interest of \$73,037.84 is part of the negative effect in the NOI.

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

**ASSETS**

CASH	
Unrestricted Cash	
Cash Operating 1	241,737.39
Cash-Payroll	-10,434.95
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	232,102.44
Restricted Cash	
Cash Restricted-Security Deposits	28,000.00
Cash Restricted - FSS Escrow	37,616.04
Total Restricted Cash	65,616.04
<b>TOTAL CASH</b>	<b>297,718.48</b>

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	12,055.16
Allowance for Doubtful Accounts-Tenants/Vendors	-11,516.05
AR-TPA/Fraud Recovery	6,526.68
<b>TOTAL: AR</b>	<b>7,065.79</b>
Waste Deposit	547.00
Cleared Interfund Account	321,013.74
Due from LPHC	750,132.63
A/R - Capital Fund Grants/HUD	-93,830.92
Due from HOPE VI	0.13
Due From Public Housing Reserve	10,787.92
Due From FSS	20,404.85
<b>TOTAL DUE FROM</b>	<b>-62,091.02</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	581,245.12
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<b>3,361,088.26</b>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	4,716.54
Insurance Deposit	37,400.00
Utility Deposit - Electric	2,600.00
<b>TOTAL OTHER CURRENT ASSETS</b>	<b>45,716.54</b>
<b>TOTAL CURRENT ASSETS</b>	<b>3,704,523.28</b>

NONCURRENT ASSETS

FIXED ASSETS

Land	1,466,869.23
Buildings	388,223.77
Building Improvements	3,402.00
Machinery & Equipment	6,687.73
Automobiles/Vehicles	124,883.93
Site Improvement-Infrastructure	582,079.00
Construction In Progress	47,893.00
Accum Depreciation-Buildings	-9,914,489.41
Accum Depreciation- Misc FF&E	-540,313.11
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
<b>TOTAL FIXED ASSETS (NET)</b>	<b>-8,416,842.86</b>
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	4,064,767.49
Dwelling Structures	5,154,722.42
Dwelling Equipment	26,717.87
Non-Dwelling Structures	679,307.53
Non-Dwelling Equipment	737,435.65
<b>TOTAL NONCURRENT ASSETS</b>	<b>2,318,363.92</b>

<b>TOTAL ASSETS</b>	<b>6,022,887.20</b>
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**LIABILITIES & EQUITY**

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	16,733.33
Tenant Security Deposits	26,200.00
Security Deposit-Pet	1,800.00
Accrued audit fees - LHA	33,074.17
Due to Central Office Cost Center	77,008.00
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	2,714.92
Accrued Compensated Absences-Current	4,462.75
<b>TOTAL CURRENT LIABILITIES</b>	<b>161,479.16</b>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	8,287.96
FSS Due to Tenant Long Term	37,616.02
Notes Payable-LT	303,000.00
<b>TOTAL NONCURRENT LIABILITIES</b>	<b>348,903.98</b>

<b>TOTAL LIABILITIES</b>	<b>510,383.14</b>
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EQUITY

RETAINED EARNINGS

Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	-155,548.94
<b>TOTAL RETAINED EARNINGS:</b>	<b>5,512,504.06</b>

<b>TOTAL EQUITY</b>	<b>5,512,504.06</b>
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<b>TOTAL LIABILITIES AND EQUITY</b>	<b>6,022,887.20</b>
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**Lakeland Housing Authority  
Public Housing (AMP 1)  
Changes in Cash**

**For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	222,491.17	241,737.39	19,246.22
Cash-Payroll	-835.99	-10,434.95	-9,598.96
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,000.00	28,000.00	0.00
Cash Restricted - FSS Escrow	37,243.58	37,616.04	372.46
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>286,898.76</b>	<b>296,918.48</b>	<b>10,019.72</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	106,639.21	241,737.39	135,098.18
Cash-Payroll	2,192.09	-10,434.95	-12,627.04
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	36,013.00	28,000.00	-8,013.00
Cash Restricted - FSS Escrow	48,122.54	37,616.04	-10,506.50
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>192,966.84</b>	<b>296,918.48</b>	<b>103,951.64</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,825	13,188	(363)	-2.75%	<b>1</b>	101,731	105,503	(3,772)	-3.58%	<b>158,254</b>
Other Tenant Income	-	485	(485)	-100.00%	<b>2</b>	5,211	3,880	1,331	34.31%	<b>5,820</b>
Government Subsidy	6,595	7,000	(405)	-5.79%	<b>3</b>	61,061	56,000	5,061	9.04%	<b>84,000</b>
Other Income	2	42	(40)	-95.38%		153	336	(183)	-54.49%	<b>504</b>
<b>Total Revenue</b>	<b>19,422</b>	<b>20,715</b>	<b>(1,293)</b>	<b>-6.24%</b>		<b>168,156</b>	<b>165,719</b>	<b>2,438</b>	<b>1.47%</b>	<b>248,578</b>
Administrative Expenses	9,931	7,448	2,482	33.33%	<b>5</b>	63,187	59,584	3,603	6.05%	<b>89,377</b>
Tenant Services Expense	36	10	26	259.80%	<b>6</b>	120	80	40	49.60%	<b>120</b>
Utility Expense	901	1,314	(413)	-31.41%	<b>7</b>	13,002	10,512	2,490	23.68%	<b>15,768</b>
Maintenance Expense	1,186	3,932	(2,746)	-69.84%	<b>4</b>	23,173	31,454	(8,281)	-26.33%	<b>47,181</b>
General Expenses	6,350	2,898	3,452	119.14%	<b>8</b>	30,872	23,182	7,690	33.17%	<b>34,773</b>
Housing Assistance Payments	877	556	321	57.73%	<b>9</b>	4,843	4,448	395	8.88%	<b>6,672</b>
Financing Expenses	3,394	3,828	(433)	-11.32%	<b>10</b>	35,798	30,622	5,176	16.90%	<b>45,933</b>
Operating Expenses before Depreciation	22,675	19,985	2,690	<b>13.46%</b>		170,995	159,883	11,112	<b>6.95%</b>	<b>239,824</b>
<b>Net Operating Income (Loss)</b>	<b>(3,253)</b>	<b>730</b>	<b>(3,983)</b>	<b>-545.91%</b>		<b>(2,839)</b>	<b>5,836</b>	<b>(8,675)</b>	<b>-148.64%</b>	<b>8,754</b>
Depreciation & Amortization	2,114	2,244	(130)	-5.80%		16,910	17,951	(1,041)	-5.80%	<b>26,926</b>
Capital Replacement Items	299	2,150	(1,851)	-86.09%		15,980	17,200	(1,220)	-7.09%	<b>25,800</b>
Reimburse Replacement Reserves	-	(2,150)	2,150	-100.00%		-	(17,200)	17,200	-100.00%	<b>(25,800)</b>
<b>Total Expense</b>	<b>25,088</b>	<b>22,229</b>	<b>2,859</b>	<b>12.86%</b>		<b>203,885</b>	<b>177,833</b>	<b>26,052</b>	<b>14.65%</b>	<b>266,750</b>
<b>Net Income (Loss)</b>	<b>(5,666)</b>	<b>(1,514)</b>	<b>(4,152)</b>	<b>274.15%</b>		<b>(35,729)</b>	<b>(12,115)</b>	<b>(23,614)</b>	<b>194.92%</b>	<b>(18,172)</b>

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income is less than budgeted.**
- 2 Variance for the year reflects management enforcing the lease by collecting late fees and ensuring that residents pay for damages that they caused to their units.**
- 3 Subsidy for the year continues to be higher than anticipated due to increased funding from HUD.**
- 4 Variance reflects expenses that are less than the budget.**
- 5 Variance in Administrative Expenses is due increased advertising and payroll costs.**
- 6 Tenant Services variance is due to resident newsletter expense.**
- 7 Variance in Utility is due to costs associated with electricity and trash removal.**
- 8 General Expenses variance is due to reduction in rental income.**
- 9 Variance in HAP is due to increased Utility reimbursement payment to tenants.**
- 10 Financing expenses for the year increased as a result of interest payments on the PCHD loan.**



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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	57,863.16
Cash-Payroll	261.46
Petty Cash	<u>600.00</u>
Total Unrestricted Cash	58,724.62
Restricted Cash	
Cash Restricted-Security Deposits	12,099.00
Cash Restricted-Reserve for Replacement	<u>10,088.43</u>
Total Restricted Cash	22,187.43
TOTAL CASH	<u>80,912.05</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	14,068.27
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-11,323.27</u>
TOTAL: AR	2,745.00
Due from Renaissance FAM Non ACC	806.00
Due from LPHC	<u>75,251.87</u>
TOTAL: DUE FROM	<u>806.00</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	78,802.87
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	6,579.39
Utility Deposit	<u>7,060.00</u>
TOTAL OTHER CURRENT ASSETS	<u>14,139.39</u>
TOTAL CURRENT ASSETS	<u>173,854.31</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Building Improvements	14,150.00
Furniture & Fixtures	7,295.00
Accum Depreciation-Buildings	-197,028.60
Accum Depreciation- Misc FF&E	-4,342.50
Intangible Assets	
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,640.00
AA Monitoring Fees	<u>-41,744.00</u>
TOTAL FIXED ASSETS (NET)	<u>746,793.90</u>
TOTAL NONCURRENT ASSETS	<u>746,793.90</u>
TOTAL ASSETS	<u>920,648.21</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	447.03
Tenant Security Deposits	11,799.00
Security Deposit-Pet	300.00
Accrued Property Taxes	9,095.22
Accrued Interest - HOPE VI	664,806.94
Accrued Interest - Future Advance	873.00
Accrued Audit Fees	2,625.00
Accrued audit fees - LHA	2,263.60
Due to (17) Renaissance Family Non-ACC	36,226.34
Tenant Prepaid Rents	10.00
Contract Retentions	19,974.37
Accrued Compensated Absences-Current	999.52
Note Payable PCHD	<u>331,119.97</u>
TOTAL CURRENT LIABILITIES	1,080,539.99
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,856.25
Due to Affiliates	149,859.50
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - LHA	<u>101,380.00</u>
TOTAL NONCURRENT LIABILITIES	<u>1,092,640.39</u>
TOTAL LIABILITIES	<u>2,173,180.38</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	-1,219,110.00
Capital - GP2	<u>240,496.13</u>
TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-273,918.30</u>
TOTAL RETAINED EARNINGS:	<u>-273,918.30</u>
TOTAL EQUITY	<u>-1,252,532.17</u>
TOTAL LIABILITIES AND EQUITY	<u>920,648.21</u>

**Lakeland Housing Authority  
Dakota Park Limited Partnership, LLLP  
d/b/a Carrington Place  
Changes in Cash  
For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	40,535.78	57,863.16	17,327.38
Cash-Payroll	99.62	261.46	161.84
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,099.00	12,099.00	0.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	25,101.66	10,088.43	-15,013.23
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>77,836.06</b>	<b>80,312.05</b>	<b>2,475.99</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	12,196.82	57,863.16	45,666.34
Cash-Payroll	381.93	261.46	-120.47
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,699.00	12,099.00	-600.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	20,411.60	10,088.43	-10,323.17
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>45,689.35</b>	<b>80,312.05</b>	<b>34,622.70</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	70,382	69,296	1,086	1.57%	<b>1</b>	560,497	554,368	6,129	1.11%	<b>831,552</b>
Other Tenant Income	285	1,767	(1,482)	-83.88%	<b>2</b>	6,077	14,136	(8,059)	-57.01%	<b>21,204</b>
Government Subsidy	29,031	40,946	(11,915)	-29.10%	<b>3</b>	272,413	327,568	(55,155)	-16.84%	<b>491,352</b>
Other Income	360	965	(605)	-62.72%		14,404	7,720	6,684	86.58%	<b>11,580</b>
Cancellation of Indebtedness - Income	-	-	-			3,125,768	-	3,125,768	0.00%	<b>-</b>
<b>Total Revenue</b>	<b>100,057</b>	<b>112,974</b>	<b>(12,917)</b>	<b>(2)</b>		<b>3,979,159</b>	<b>903,792</b>	<b>3,075,367</b>	<b>0</b>	<b>1,355,688</b>
Administrative Expenses	51,797	45,141	6,656	14.75%	<b>4</b>	332,311	361,126	(28,814)	-7.98%	<b>541,688</b>
Tenant Services	548	450	98	21.77%	<b>4</b>	1,962	3,600	(1,638)	-45.50%	<b>5,400</b>
Utility Expense	7,753	7,984	(232)	-2.90%	<b>4</b>	51,088	63,874	(12,786)	-20.02%	<b>95,811</b>
Maintenance Expense	31,849	29,335	2,515	8.57%	<b>5</b>	270,790	234,677	36,113	15.39%	<b>352,016</b>
General Expenses	10,014	6,921	3,094	44.70%	<b>6</b>	70,773	55,365	15,407	27.83%	<b>83,048</b>
Housing Assistance Payments	2,499	1,563	936	59.88%	<b>7</b>	19,024	12,504	6,520	52.14%	<b>18,756</b>
Financing Expenses	4,904	20,639	(15,735)	-76.24%	<b>4</b>	50,012	165,115	(115,103)	-69.71%	<b>247,672</b>
Operating Expense before Depreciation	109,365	112,033	(2,668)	-2.38%		795,959	896,261	(100,302)	-11.19%	<b>1,344,391</b>
<b>Net Operating Income (Loss)</b>	<b>(9,307)</b>	<b>941</b>	<b>(10,249)</b>	<b>-1088.70%</b>		<b>3,183,200</b>	<b>7,531</b>	<b>3,175,669</b>	<b>42167.89%</b>	<b>11,297</b>
Depreciation & Amortization	57,795	55,766	2,028	3.64%		459,335	446,129	13,206	2.96%	<b>669,194</b>
Capital Replacement Items	2,973	19,706	(16,732)	-84.91%		40,341	157,644	(117,303)	-74.41%	<b>236,466</b>
Reimburse Replacement Reserves	-	(19,706)	19,706	-100.00%		-	(157,644)	157,644	-100.00%	<b>(236,466)</b>
<b>Total Expense</b>	<b>170,133</b>	<b>167,799</b>	<b>2,334</b>	<b>1.39%</b>		<b>1,295,635</b>	<b>1,342,390</b>	<b>(46,755)</b>	<b>-3.48%</b>	<b>2,013,585</b>
<b>Net Income (Loss)</b>	<b>(70,075)</b>	<b>(54,825)</b>	<b>(15,251)</b>	<b>27.82%</b>		<b>2,683,524</b>	<b>(438,598)</b>	<b>3,122,122</b>	<b>-711.84%</b>	<b>(657,897)</b>

**Comments**

- 1 Consists of 108 low- and moderate-income family and senior apartment units and 88 Tax Credit units. Overall rental income is slightly higher than budgeted.**
- 2 Variance reflects timely payment of rents and less damage to the units.**
- 3 Governmental subsidy received is less than budgeted.**
- 4 Variance reflects expenses that are less than the budget.**
- 5 Maintenance variance is due to increased payroll. Amounts shown also include CARES Act expenses that will be reimbursed. The voucher to be submitted to HUD for August reimbursement is \$19,200.69.**
- 6 General expenses variance is due to increased insurance costs.**
- 7 The variance within HAP payments is due to increased Utility reimbursement and FSS escrows.**

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

**Balance Sheet**

**as of August 25, 2020**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	160,429.10
Cash-Payroll	1,572.81
Petty Cash	600.00
Total Unrestricted Cash	<u>162,601.91</u>
Restricted Cash	
Cash Restricted-Security Deposits	59,258.99
Cash Restricted - FSS Escrow	23,310.42
Cash Restricted-Reserve for Replacement	130,372.15
Cash Restricted - Reserve/Escrow	2,074,135.43
Restricted Cash - Partnership Devmt	1,179.16
Restricted Cash - OA Reserve	77,187.55
Restricted Cash - AA Reserve	47,517.94
Total Restricted Cash	<u>2,412,961.64</u>
<b>TOTAL CASH</b>	<u>2,575,563.55</u>

**ACCOUNTS AND NOTES RECEIVABLE**

A/R-Tenants/Vendors	7,139.99
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-2,184.29</u>
<b>TOTAL: AR</b>	4,955.70
Due from Dakota Park Non-ACC	36,226.34
Due from Development-General	168,712.46
Due from Central Office Cost Center	65,458.31
<b>TOTAL: DUE FROM</b>	<u>270,397.11</u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u>275,352.81</u>

**OTHER CURRENT ASSETS**

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	33,384.45
Utility Deposit - Electric	20,500.00
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>54,884.45</u>

**TOTAL CURRENT ASSETS** 2,905,800.81

**NONCURRENT ASSETS**

**FIXED ASSETS**

Buildings	21,105,584.03
Building Improvements	252,104.62
Machinery & Equipment	150,483.39
Automobiles/Vehicles	9,800.00
Furniture & Fixtures	596,259.09
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-8,716,468.25
Accum Depreciation- Misc FF&E	-746,788.30
Accum Depreciation-Infrastructure	-2,014,528.12
Intangible Assets	
Loan Costs	178,680.70
Compliance Fees	100.00
Monitoring Fees	131,658.00
AA Compliance Fees	-62.32
AA Monitoring Fees	-131,658.00
AA Loan Costs	-139,295.09
<b>TOTAL FIXED ASSETS (NET)</b>	<u>13,058,225.90</u>
Dwelling Equipment	4,463.00
<b>TOTAL NONCURRENT ASSETS</b>	<u>13,062,688.90</u>

**TOTAL ASSETS** 15,968,489.71

**LIABILITIES & EQUITY**

**CURRENT LIABILITIES**

A/P Vendors and Contractors	14,954.73
Tenant Security Deposits	53,353.39
Security Deposit-Pet	5,905.60
Accrued Audit Fees	2,625.00
Accrued audit fees - LHA	7,126.51
Due to (13) Dakota Park Public Housing	806.00
Tenant Prepaid Rents	1,914.38
Contract Retentions	38,732.51
Accrued Compensated Absences-Current	4,377.24
<b>TOTAL CURRENT LIABILITIES</b>	<u>129,795.36</u>

**NONCURRENT LIABILITIES**

Accrued Compensated Absences-LT	8,129.15
FSS Due to Tenant Long Term	23,310.42
Notes Payable-LT	381,200.32
Note Payable	2,076,610.87
Short Term - Note Payable	15,887.47
<b>TOTAL NONCURRENT LIABILITIES</b>	<u>2,505,138.23</u>

**TOTAL LIABILITIES** 2,634,933.59

**EQUITY**

**CONTRIBUTED CAPITAL**

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

**RETAINED EARNINGS**

Retained Earnings-Unrestricted Net Assets	-2,022,290.29
<b>TOTAL RETAINED EARNINGS:</b>	<u>-2,022,290.29</u>

**TOTAL EQUITY** 13,333,556.12

**TOTAL LIABILITIES AND EQUITY** 15,968,489.71

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

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	177,581.26	160,429.10	-17,152.16
Cash-Payroll	982.65	1,572.81	590.16
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	58,878.99	59,258.99	380.00
Cash Restricted - FSS Escrow	22,545.30	23,310.42	765.12
Cash Restricted-Reserve for Replacement	127,128.36	130,372.15	3,243.79
Cash Restricted - Reserve/Escrow	2,061,763.49	2,074,135.43	12,371.94
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,177.93	77,187.55	9.62
Restricted Cash - AA Reserve	47,512.87	47,517.94	5.07
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>2,574,750.01</b>	<b>2,574,963.55</b>	<b>213.54</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	88,644.28	160,429.10	71,784.82
Cash-Payroll	-4,251.16	1,572.81	5,823.97
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	59,151.39	59,258.99	107.60
Cash Restricted - FSS Escrow	16,963.98	23,310.42	6,346.44
Cash Restricted-Reserve for Replacement	104,305.49	130,372.15	26,066.66
Cash Restricted - Reserve/Escrow	0.00	2,074,135.43	2,074,135.43
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,020.81	77,187.55	166.74
Restricted Cash - AA Reserve	47,426.33	47,517.94	91.61
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>390,440.28</b>	<b>2,574,963.55</b>	<b>2,184,523.27</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	51,201	48,000	3,201	6.67%	<b>1</b>	405,667	384,000	21,667	5.64%	<b>576,000</b>
Other Tenant Income	180	741	(561)	-75.71%	<b>2</b>	2,350	5,928	(3,578)	-60.36%	<b>8,892</b>
Other Income	8	85	(77)	-90.58%		182	680	(498)	-73.16%	<b>1,020</b>
<b>Total Revenue</b>	<b>51,389</b>	<b>48,826</b>	<b>2,563</b>	<b>5.25%</b>		<b>408,200</b>	<b>390,608</b>	<b>17,592</b>	<b>4.50%</b>	<b>585,912</b>
Administrative Expense	13,633	12,474	1,158	9.29%	<b>4</b>	99,851	99,795	56	0.06%	<b>149,693</b>
Tenant Services	-	50	(50)	-100.00%	<b>3</b>	107	400	(293)	-73.33%	<b>600</b>
Utility Expense	9,229	7,462	1,767	23.68%	<b>4</b>	61,573	59,696	1,877	3.14%	<b>89,544</b>
Maintenance Expense	15,684	11,689	3,995	34.18%	<b>3</b>	89,992	93,512	(3,520)	-3.76%	<b>140,267</b>
General Expense	8,986	7,344	1,642	22.35%	<b>4</b>	64,333	58,752	5,581	9.50%	<b>88,128</b>
Financing Expense	3,989	4,212	(223)	-5.30%	<b>3</b>	33,252	33,698	(446)	-1.32%	<b>50,547</b>
Operating Expense before Depreciation	51,520	43,232	8,289	19.17%		349,107	345,853	3,254	0.94%	<b>518,779</b>
<b>Net Operating Income (Loss)</b>	<b>(131)</b>	<b>5,594</b>	<b>(5,725)</b>	<b>-102.34%</b>		<b>59,093</b>	<b>44,755</b>	<b>14,337</b>	<b>32.04%</b>	<b>67,133</b>
Depreciation & Amortization Expense	39,868	39,835	33	0.08%		318,946	318,682	264	0.08%	<b>478,023</b>
Capital Replacement Items	2,425	7,450	(5,025)	-67.45%		16,183	59,600	(43,417)	-72.85%	<b>89,400</b>
Reimburse Replacement Reserves	-	(7,450)	7,450	-100.00%		-	(59,600.00)	59,600	-100.00%	<b>(89,400)</b>
<b>Total Expense</b>	<b>93,814</b>	<b>83,067</b>	<b>10,747</b>	<b>12.94%</b>		<b>684,237</b>	<b>664,535</b>	<b>19,702</b>	<b>2.96%</b>	<b>996,802</b>
<b>Net Operating Income (Loss)</b>	<b>(42,425)</b>	<b>(34,241)</b>	<b>(8,184)</b>	<b>23.90%</b>		<b>(276,037)</b>	<b>(273,927)</b>	<b>(2,110)</b>	<b>0.77%</b>	<b>(410,890)</b>

Comments

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



**Lakeland Housing Authority**  
**Colton Meadow, LLLP**  
**Balance Sheet**  
**as of August 25, 2020**

**ASSETS**

CASH	
Unrestricted Cash	
Cash Operating 1	85,763.97
Cash-Payroll	901.60
Petty Cash	600.00
Total Unrestricted Cash	<u>87,265.57</u>
Restricted Cash	
Cash Restricted-Security Deposits	28,325.00
Cash Restricted-Operating Reserve	441,401.96
Cash Restricted-Reserve for Replacement	144,270.00
Cash-Tax & Insurance Escrow	45,963.32
Total Restricted Cash	<u>659,960.28</u>
TOTAL CASH	<u>747,225.85</u>

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	20,938.99
Allowance for Doubtful Accounts-Tenants/Vendors	-8,855.55
TOTAL: AR	<u>12,083.44</u>
Due from Colton Meadow GP, Inc.	<u>101,151.61</u>
TOTAL: DUE FROM	<u>101,151.61</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	113,235.05

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Expenses and Other Assets	1,247.59
Prepaid Insurance	33,793.15
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>41,040.74</u>
TOTAL CURRENT ASSETS	901,501.64

NONCURRENT ASSETS

FIXED ASSETS	
Land	300,000.00
Buildings	856,353.89
Building Acquisition	2,010,000.00
Building Improvements	5,861,925.11
Machinery & Equipment	67,970.48
Automobiles/Vehicles	15,484.50
Furniture & Fixtures	1,503,657.00
Site Improvement-Infrastructure	1,496,187.97
Accum Depreciation-Buildings	-4,405,103.82
Intangible Assets	
Amortization Tax Credit Fees	-133,318.44
Monitoring Fees	208,695.00
TOTAL FIXED ASSETS (NET)	<u>7,781,851.69</u>
Site Improvement	16,364.00
Non-Dwelling Structures	28,019.32
Non-Dwelling Equipment	60,262.45
TOTAL NONCURRENT ASSETS	<u>7,886,497.46</u>

TOTAL ASSETS	<u>8,787,999.10</u>
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**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	7,209.98
Tenant Security Deposits	26,625.00
Security Deposit-Pet	1,900.00
Accrued Property Taxes	26,019.50
Accrued Interest Payable	9,802.13
Accrued Audit Fees	2,250.00
Due to Polk County Developers, Inc.	362,901.17
Tenant Prepaid Rents	3,079.98
Accrued Compensated Absences-Current	1,898.89
First Mortgage - TCAP	1,231,424.00
Tax Credit Exchange Program (TCEP)	4,373,658.40
HOME Funds	115,899.60
Mortgage Note Payable	450,845.00
TOTAL CURRENT LIABILITIES	<u>6,613,513.65</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	3,526.50
Developer Fee Payable - PCHD	5,381.00
TOTAL NONCURRENT LIABILITIES	<u>8,907.50</u>

TOTAL LIABILITIES	<u>6,622,421.15</u>
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EQUITY

CONTRIBUTED CAPITAL	
Capital - LP	1,205,286.00
GP Equity	46.12
TOTAL CONTRIBUTED CAPITAL	<u>1,205,332.12</u>

RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	960,245.83
TOTAL RETAINED EARNINGS:	<u>960,245.83</u>

TOTAL EQUITY	<u>2,165,577.95</u>
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TOTAL LIABILITIES AND EQUITY	<u>8,787,999.10</u>
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**Lakeland Housing Authority  
Colton Meadow, LLLP  
Changes in Cash**

**For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	104,986.85	85,763.97	-19,222.88
Cash-Payroll	2,861.98	901.60	-1,960.38
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,825.00	28,325.00	500.00
Cash Restricted-Operating Reserve	441,401.96	441,401.96	0.00
Cash Restricted-Reserve for Replacement	142,323.57	144,270.00	1,946.43
Cash-Tax & Insurance Escrow	37,503.18	45,963.32	8,460.14
<b>Total Cash</b>	<b>756,902.54</b>	<b>746,625.85</b>	<b>-10,276.69</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	72,606.88	85,763.97	13,157.09
Cash-Payroll	230.69	901.60	670.91
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,131.00	28,325.00	1,194.00
Cash Restricted-Operating Reserve	441,350.45	441,401.96	51.51
Cash Restricted-Reserve for Replacement	128,785.93	144,270.00	15,484.07
Cash-Tax & Insurance Escrow	40,485.82	45,963.32	5,477.50
<b>Total Cash</b>	<b>710,590.77</b>	<b>746,625.85</b>	<b>36,035.08</b>

**Lakeland Housing Authority**  
**Bonnet Shores, LLLP**  
**Statement of Operations**  
**For the Current and Eight Months Ended August 25, 2020**

	<b>Current Month</b>					<b>Year to Date</b>				<b>Annual Budget</b>
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	55,330	50,067	5,263	10.51%	<b>1</b>	426,041	400,536	25,505	6.37%	<b>600,804</b>
Other Tenant Income	77	532	(455)	-85.53%	<b>2</b>	2,202	4,256	(2,054)	-48.26%	<b>6,384</b>
Other Income	19	386	(367)	-95.15%		313	3,088	(2,775)	-89.88%	<b>4,632</b>
<b>Total Revenue</b>	<b>55,426</b>	<b>50,985</b>	<b>4,441</b>	<b>8.71%</b>		<b>428,556</b>	<b>407,880</b>	<b>20,676</b>	<b>5.07%</b>	<b>611,820</b>
Administrative Expense	14,383	16,225	(1,841)	-11.35%	<b>3</b>	115,039	129,796	(14,757)	-11.37%	<b>194,694</b>
Tenant Services	-	35	(35)	-100.00%	<b>3</b>	107	280	(173)	-61.90%	<b>420</b>
Utility Expense	6,898	6,155	743	12.07%	<b>4</b>	53,344	49,240	4,104	8.33%	<b>73,860</b>
Maintenance Expense	13,784	10,401	3,383	32.53%	<b>4</b>	109,678	83,208	26,469	31.81%	<b>124,813</b>
General Expense	9,126	7,865	1,261	16.03%	<b>4</b>	64,766	62,922	1,845	2.93%	<b>94,383</b>
Financing Expense	9,658	10,304	(646)	-6.27%	<b>3</b>	81,142	82,434	(1,292)	-1.57%	<b>123,650</b>
Operating Expense before Depreciation	53,850	50,985	2,865	5.62%		424,075	407,880	16,195	3.97%	<b>611,820</b>
<b>Net Operating Income (Loss)</b>	<b>1,576</b>	<b>0</b>	<b>1,576</b>	<b>31521500%</b>		<b>4,481</b>	<b>0</b>	<b>4,481</b>	<b>11201800%</b>	<b>0</b>
Depreciation & Amortization Expense	41,152	40,921	231.35	0.57%		329,219	327,368	1,850.80	0.57%	<b>491,052</b>
Capital Replacement Items	894	6,690	(5,795.60)	-86.63%		12,765	53,520	(40,755.18)	-76.15%	<b>80,280</b>
Reimburse Replacement Reserve	-	(6,690)	6,690.00	-100.00%		-	(53,520)	53,520.00	-100.00%	<b>(80,280)</b>
<b>Total Expense</b>	<b>95,896</b>	<b>91,906</b>	<b>3,990</b>	<b>4.34%</b>		<b>766,059</b>	<b>735,248</b>	<b>30,811</b>	<b>4.19%</b>	<b>1,102,872</b>
<b>Net Income (Loss)</b>	<b>(40,471)</b>	<b>(40,921)</b>	<b>450</b>	<b>-1.10%</b>		<b>(337,503)</b>	<b>(327,368)</b>	<b>(10,135)</b>	<b>3.10%</b>	<b>(491,052)</b>

Comments

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

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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	131,893.65
Cash-Payroll	642.99
Petty Cash	600.00
Total Unrestricted Cash	<u>133,136.64</u>
Restricted Cash	
Cash Restricted-Security Deposits	30,575.00
Cash Restricted-Operating Reserve	460,793.68
Cash Restricted-Reserve for Replacement	167,130.87
Cash-Tax & Insurance Escrow	46,701.81
Total Restricted Cash	<u>705,201.36</u>
TOTAL CASH	<u>838,338.00</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	8,888.25
Allowance for Doubtful Accounts-Tenants/Vendors	-4,266.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>4,622.25</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,344.66
Prepaid Insurance	29,414.80
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>36,259.46</u>
TOTAL CURRENT ASSETS	<u>879,219.71</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	11,478,455.60
Building Improvements	20,181.47
Automobiles/Vehicles	24,477.33
Furniture & Fixtures	437,374.39
Site Improvement-Infrastructure	688,655.00
Accum Depreciation-Buildings	-4,040,399.76
Accum Depreciation- Misc FF&E	-449,526.35
Accum Depreciation-Infrastructure	-438,487.24
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	-20,039.52
Compliance Fees	246,589.00
Amortization Tax Credit Fees	-158,914.40
TOTAL FIXED ASSETS (NET)	<u>8,129,784.52</u>
TOTAL NONCURRENT ASSETS	<u>8,129,784.52</u>
TOTAL ASSETS	<u>9,009,004.23</u>

**LIABILITIES & EQUITY**

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	6,574.81
Tenant Security Deposits	27,675.00
Security Deposit-Pet	3,100.00
Accrued Property Taxes	33,327.40
Accrued Interest Payable	27,262.01
Accrued Interest - 2nd Mortgage	581,245.12
Accrued Audit Fees	2,250.00
Tenant Prepaid Rents	1,984.50
Accrued Compensated Absences-Current	911.17
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	<u>1,009,877.00</u>
TOTAL CURRENT LIABILITIES	<u>5,644,490.01</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	<u>1,692.18</u>
TOTAL NONCURRENT LIABILITIES	<u>1,692.18</u>

TOTAL LIABILITIES

5,646,182.19

EQUITY

CONTRIBUTED CAPITAL

Contributed Capital	-57,442.26
Capital - LP	6,807,962.00
GP Equity	-162.00
Syndication Costs	<u>-40,000.00</u>
TOTAL CONTRIBUTED CAPITAL	<u>6,710,357.74</u>

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	<u>-3,347,535.70</u>
TOTAL RETAINED EARNINGS:	<u>-3,347,535.70</u>

TOTAL EQUITY

3,362,822.04

TOTAL LIABILITIES AND EQUITY

9,009,004.23

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

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	167,522.09	131,893.65	-35,628.44
Cash-Payroll	150.66	642.99	492.33
Cash Operating 2	0.00	0.00	0.00
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	30,275.00	30,575.00	300.00
Cash Restricted-Operating Reserve	460,793.68	460,793.68	0.00
Cash Restricted-Reserve for Replacement	165,103.34	167,130.87	2,027.53
Cash-Tax & Insurance Escrow	38,507.19	46,701.81	8,194.62
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>862,351.96</b>	<b>837,738.00</b>	<b>-24,613.96</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	132,235.48	131,893.65	-341.83
Cash-Payroll	-234.78	642.99	877.77
Cash Operating 2	0.00	0.00	0.00
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,975.00	30,575.00	1,600.00
Cash Restricted-Operating Reserve	460,739.63	460,793.68	54.05
Cash Restricted-Reserve for Replacement	151,035.51	167,130.87	16,095.36
Cash-Tax & Insurance Escrow	32,960.41	46,701.81	13,741.40
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>805,711.25</b>	<b>837,738.00</b>	<b>32,026.75</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	70,869	69,900.00	969	1.39%	<b>1</b>	575,467	559,200.00	16,267	2.91%	<b>838,800</b>
Other Tenant Income	(473)	(368.00)	(105)	28.51%		(5,205)	(2,944.00)	(2,261)	76.79%	<b>(4,416)</b>
Other Income	34	460.00	(426)	-92.60%		777	3,680.00	(2,903)	-78.88%	<b>5,520</b>
<b>Total Revenue</b>	<b>70,430</b>	<b>69,992</b>	<b>438</b>	<b>0.63%</b>		<b>571,040</b>	<b>559,936</b>	<b>11,104</b>	<b>1.98%</b>	<b>839,904</b>
Administrative Expenses	22,741	17,643.28	5,098	28.89%	<b>3</b>	150,646	141,146.24	9,500	6.73%	<b>211,719</b>
Tenants Service Expenses	-	300.00	(300)	-100.00%	<b>2</b>	67	2,400.00	(2,333)	-97.23%	<b>3,600</b>
Utility Expense	345	9,255.00	(8,910)	-96.27%	<b>2</b>	57,042	74,040.00	(16,998)	-22.96%	<b>111,060</b>
Maintenance Expense	9,911	11,775.99	(1,865)	-15.83%	<b>3</b>	112,110	94,207.91	17,902	19.00%	<b>141,312</b>
General Expenses	5,932	5,378.68	554	10.29%	<b>2</b>	39,676	43,029.41	(3,353)	-7.79%	<b>64,544</b>
Financing Expenses	21,395	22,304.84	(910)	-4.08%	<b>2</b>	174,029	178,438.72	(4,410)	-2.47%	<b>267,658</b>
Operating expense before depreciatio	60,325	66,658	(6,333)	-9.50%		533,570	533,262	308	0.06%	<b>799,893</b>
<b>Net Operating Income (Loss)</b>	<b>10,105</b>	<b>3,334</b>	<b>6,771</b>	<b>203.08%</b>		<b>37,470</b>	<b>26,674</b>	<b>10,796</b>	<b>40.48%</b>	<b>40,011</b>
Depreciation & Amortization	33,669	43,150	(9,481)	-21.97%		269,356	345,203	(75,847)	-21.97%	<b>517,804</b>
Capital/Operational Replacement Iten	2,294	7,965	(5,671)	-71.20%		19,768	63,720	(43,952)	-68.98%	<b>95,580</b>
Reimburse Replacement Reserves	-	-	-	-		-	-	-	-	<b>(95,580)</b>
<b>Total Expense</b>	<b>96,288</b>	<b>117,773</b>	<b>(21,485)</b>	<b>-18.24%</b>		<b>822,693</b>	<b>942,185</b>	<b>(119,492)</b>	<b>-12.68%</b>	<b>1,317,697</b>
<b>Net Operating Income (Loss)</b>	<b>(25,858)</b>	<b>(47,781)</b>	<b>21,923</b>	<b>-45.88%</b>		<b>(251,653)</b>	<b>(382,249)</b>	<b>130,596</b>	<b>-34.17%</b>	<b>(477,793)</b>

Comments

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

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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	6,987.44
Cash-Payroll	374.09
Petty Cash	600.00
Total Unrestricted Cash	<u>7,961.53</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,541.00
Cash Restricted-Operating Reserve	19.08
Cash Restricted-Reserve for Replacement	165,479.46
Cash-Tax & Insurance Escrow	36,312.25
Restricted Investment	156,617.99
Total Restricted Cash	<u>368,969.78</u>
TOTAL CASH	<u>376,931.31</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	-152.71
TOTAL: AR	<u>-152.71</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>-152.71</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	3,852.96
Prepaid Insurance	43,026.48
TOTAL OTHER CURRENT ASSETS	<u>47,379.44</u>
TOTAL CURRENT ASSETS	<u>424,158.04</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Building Improvements	53,499.32
Furn, Fixt, & Equip	1,212,730.94
Accum Depreciation-Buildings	-3,586,596.00
Accum Depreciation- Misc FF&E	-1,176,226.75
Accum Depreciation-Infrastructure	-397,308.56
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	-207,883.56
Compliance Fees	200,558.00
Amortization Tax Credit Fees	-149,297.24
TOTAL FIXED ASSETS (NET)	<u>9,514,057.57</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>10,225,654.57</u>
TOTAL ASSETS	<u>10,649,812.61</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	37,158.68
Tenant Security Deposits	9,291.00
Security Deposit Clearing Account	356.00
Security Deposit-Pet	1,200.00
Accrued Property Taxes	2,769.89
Accrued Interest NLP Loan	2,057.41
Accrued Audit Fees	2,250.00
Tenant Prepaid Rents	194.10
Accrued Compensated Absences-Current	594.68
Mortgage Note Payable	2,877,935.33
Second Mortgage Payable	850,000.00
Third Mortgage Payable	312,217.66
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	1,369,713.81
TOTAL CURRENT LIABILITIES	<u>6,430,359.56</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,104.40
TOTAL NONCURRENT LIABILITIES	<u>1,104.40</u>
TOTAL LIABILITIES	<u>6,431,463.96</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	5,437,398.00
GP Equity	-89.00
Special LP Equity	93,523.89
Syndication Costs	-30,000.00
TOTAL CONTRIBUTED CAPITAL	<u>5,500,832.89</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-1,282,484.24
TOTAL RETAINED EARNINGS:	<u>-1,282,484.24</u>
TOTAL EQUITY	<u>4,218,348.65</u>
TOTAL LIABILITIES AND EQUITY	<u>10,649,812.61</u>

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

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	6,859.87	6,987.44	127.57
Cash-Payroll	224.12	374.09	149.97
Cash Restricted-Security Deposits	10,791.00	10,541.00	-250.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	162,548.63	165,479.46	2,930.83
Cash-Tax & Insurance Escrow	29,176.25	36,312.25	7,136.00
Investment 1	0.00	0.00	0.00
Restricted Investment	156,620.09	156,617.99	-2.10
<b>Total Cash</b>	<b>366,239.04</b>	<b>376,331.31</b>	<b>10,092.27</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	17,962.90	6,987.44	-10,975.46
Cash-Payroll	-1,408.85	374.09	1,782.94
Cash Restricted-Security Deposits	9,862.00	10,541.00	679.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	197,253.28	165,479.46	-31,773.82
Cash-Tax & Insurance Escrow	52,016.82	36,312.25	-15,704.57
Investment 1	0.00	0.00	0.00
Restricted Investment	156,198.37	156,617.99	419.62
<b>Total Cash</b>	<b>431,903.60</b>	<b>376,331.31</b>	<b>-55,572.29</b>



**Lakeland Housing Authority**

**Hampton Hills (AMP 4)**

**Statement of Operations**

**For the Current and Eight Months Ended August 25, 2020**

	<b>Current Month</b>					<b>Year to Date</b>				<b>Annual Budget</b>
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	1,574	2,467	(893)	-36.20%	<b>1</b>	18,480	19,736	(1,256)	-6.36%	<b>29,604</b>
Other Tenant Income	-	205	(205)	-100.00%	<b>2</b>	(275)	1,640	(1,915)	-116.77%	<b>2,460</b>
Grant Income	1,078	678	400	58.95%	<b>3</b>	9,990	5,424	4,566	84.19%	<b>8,136</b>
Other Income	1,000	-	1,000		<b>4</b>	(67,803)	-	(67,803)		-
<b>Total Revenue</b>	<b>3,652</b>	<b>3,350</b>	<b>302</b>	<b>9.01%</b>		<b>(39,607)</b>	<b>26,800</b>	<b>(66,407)</b>	<b>-247.79%</b>	<b>40,200</b>
Administrative Expenses	4,995	1,575	3,420	217.06%	<b>6</b>	18,524	12,603	5,921	46.98%	<b>18,905</b>
Tenant Services Expenses	-	25	(25)	-100.00%	<b>5</b>	-	200	(200)	-100.00%	<b>300</b>
Utility Expense	-	100	(100)	-100.00%	<b>5</b>	190	800	(610)	-76.19%	<b>1,200</b>
Maintenance and Development Expenses	836	1,128	(291)	-25.85%	<b>6</b>	9,561	9,021	540	5.99%	<b>13,532</b>
General Expenses	202	468	(266)	-56.84%	<b>5</b>	2,151	3,747	(1,596)	-42.60%	<b>5,621</b>
Housing Assistance Payments	-	-	-			-	-	-		-
Operating expense before Depreciation	6,033	3,296	2,737	83.02%		30,427	26,372	4,055	15.38%	<b>39,558</b>
<b>Net Operating Income (Loss)</b>	<b>(2,382)</b>	<b>54</b>	<b>(2,435)</b>			<b>(70,034)</b>	<b>428</b>	<b>(70,463)</b>		<b>642</b>
Depreciation	-	-	-			-	-	-		<b>321</b>
Operational Expenses - Replacement	-	-	-			24,674	-	24,674		-
Transfer In/Out	-	-	-			(24,674)	-	(24,674)		-
<b>Total Expenses</b>	<b>6,033</b>	<b>3,296</b>	<b>2,737</b>			<b>30,427</b>	<b>26,372</b>	<b>4,055</b>		<b>39,879</b>
<b>Net Income (Loss)</b>	<b>(2,382)</b>	<b>54</b>	<b>(2,435)</b>	<b>-4548.23%</b>		<b>(70,034)</b>	<b>428</b>	<b>(70,463)</b>	<b>-16450.93%</b>	<b>321</b>

**Comments**

- 1** Property is comprised of 3, Section 32 Public Housing lease-to-purchase units. Rental income was lower than budgeted.
- 2** Variance is due to timely payments of rent and residents causing less damage to their units.
- 3** Variance is due to an increase in subsidy received from HUD.
- 4** Variance reflects sale of 3974 Rollingford Circle. Asset was transferred out of Hampton Hills to a third-party owner via HUD's lease-to-purchase program.
- 5** Variance reflects expenses that are less than the budget.
- 6** Variance in Administrative and Maintenance costs are due to increased payroll costs which are prorated based on units.

**Lakeland Housing Authority**

**Hampton Hills (AMP 4)**

**Balance Sheet**

**as of August, 2020**

**ASSETS**

CASH

Unrestricted Cash	
Cash Operating 1	1,085.09
Cash-Payroll	1,756.87
Cash Operating 3	151,217.67
Total Unrestricted Cash	154,059.63
Restricted Cash	
Cash Restricted-Security Deposits	1,200.00
Cash Restricted - FSS Escrow	1,084.00
Total Restricted Cash	2,284.00

TOTAL CASH 156,343.63

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	731.25
Allowance for Doubtful Accounts-Tenants/Vendors	-163.75
AR-TPA/Fraud Recovery	138.75
TOTAL: AR	706.25
Due from LPHC	283,520.66
Lakeridge Homes 2nd Mortgage	350,657.45
TOTAL ACCOUNTS AND NOTES RECEIVABLE	634,884.36

OTHER CURRENT ASSETS

Eviction Deposit Acct.	500.00
Prepaid Insurance	974.58

TOTAL OTHER CURRENT ASSETS 1,474.58

TOTAL CURRENT ASSETS 792,702.57

NONCURRENT ASSETS

FIXED ASSETS

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

TOTAL NONCURRENT ASSETS 378,592.17

TOTAL ASSETS 1,171,294.74

**LIABILITIES & EQUITY**

CURRENT LIABILITIES

A/P Vendors and Contractors	910.16
Tenant Security Deposits	1,200.00
Security Deposit Clearing Account	-600.00
Lease Purchase Escrow	1,084.00
Accrued audit fees - LHA	644.06
Tenant Prepaid Rents	396.00
Accrued Compensated Absences-Current	119.01
TOTAL CURRENT LIABILITIES	3,753.23

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	221.01
TOTAL NONCURRENT LIABILITIES	221.01

TOTAL LIABILITIES 3,974.24

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	1,167,320.50
TOTAL RETAINED EARNINGS:	1,167,320.50

TOTAL EQUITY 1,167,320.50

TOTAL LIABILITIES AND EQUITY 1,171,294.74

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

**For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	2,058.76	1,085.09	-973.67
Cash-Payroll	3,236.01	1,756.87	-1,479.14
Cash Operating 3	150,251.38	151,217.67	966.29
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,200.00	1,200.00	0.00
Cash Restricted - FSS Escrow	2,084.00	1,084.00	-1,000.00
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>158,830.15</b>	<b>156,343.63</b>	<b>-2,486.52</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	560.93	1,085.09	524.16
Cash-Payroll	868.23	1,756.87	888.64
Cash Operating 3	47,103.18	151,217.67	104,114.49
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,500.00	1,200.00	-300.00
Cash Restricted - FSS Escrow	84.00	1,084.00	1,000.00
Cash Restricted - Reserve/Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>50,116.34</b>	<b>156,343.63</b>	<b>106,227.29</b>

**Lakeland Housing Authority**

**YouthBuild-DOL 2018 (49)**

**Statement of Operations**

**For the Current and Eight Months Ended August 25, 2020**

	<b>Current Month</b>					<b>Year to Date</b>				<b>Annual Budget</b>
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	62,763	37,238	25,525	68.55%	<b>1</b>	260,220	297,905	(37,684)	-12.65%	<b>446,857</b>
Other Income	-	-	-			13	-	13		-
<b>Total Revenue</b>	<b>62,763</b>	<b>37,238</b>	<b>25,525</b>	<b>68.55%</b>		<b>260,234</b>	<b>297,905</b>	<b>(37,671)</b>	<b>-12.65%</b>	<b>446,857</b>
Administrative Expenses	38,883	22,825	16,058	70.35%	<b>3</b>	224,661	182,600	42,061	23.03%	<b>273,900</b>
Tenant Services Expenses (Trainees)	8,958	13,684	(4,726)	-34.54%	<b>2</b>	47,493	109,472	(61,979)	-56.62%	<b>164,208</b>
Utility Expense	-	250	(250)	-100.00%	<b>2</b>	-	2,000	(2,000)	-100.00%	<b>3,000</b>
Maintenance and Development Expens	19	88	(70)	-79.03%	<b>2</b>	80	707	(626)	-88.64%	<b>1,060</b>
General Expenses	648	391	257	65.79%	<b>3</b>	5,096	3,126	1,970	63.01%	<b>4,689</b>
Operating expense before Depreciation	48,507	37,238	11,269	30.26%		277,331	297,905	(20,574)	-6.91%	<b>446,857</b>
Transfer Out	-	-	-			-	-	-		-
<b>Net Operating Income (Loss)</b>	<b>14,256</b>	<b>0</b>	<b>14,256</b>			<b>(17,097)</b>	<b>0</b>	<b>(17,097)</b>		<b>0</b>
Depreciation	-	-	-			-	-	-		-
<b>Total Expenses</b>	<b>48,507</b>	<b>37,238</b>	<b>11,269</b>	<b>30.26%</b>		<b>277,331</b>	<b>297,905</b>	<b>(20,574)</b>	<b>-6.91%</b>	<b>446,857</b>
<b>Net Income (Loss)</b>	<b>14,256</b>	<b>0</b>	<b>14,256</b>			<b>(17,097)</b>	<b>0</b>	<b>(17,097)</b>		<b>0</b>

**Comments**

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

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

<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
CASH		CURRENT LIABILITIES	
Cash Operating 1	462.48	A/P Vendors and Contractors	1,167.70
Cash-Payroll	-17,191.67	Due to Central Office Cost Center	11,419.65
Petty Cash	<u>1,000.00</u>	<b>TOTAL CURRENT LIABILITIES</b>	<u>12,587.35</u>
Total Unrestricted Cash	-15,729.19		
A/R-Other Government	<u>20,647.12</u>		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>4,917.93</u>		
<b>TOTAL CURRENT ASSETS</b>	<u>4,917.93</u>	<b>TOTAL LIABILITIES</b>	<u>12,587.35</u>
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Automobiles	21,299.00	Retained Earnings-Unrestricted Net Assets	-20,941.42
Accum Depreciation- Misc FF&E	-21,299.00	Retained Earnings - Restricted Net Assets	<u>13,272.00</u>
		<b>TOTAL RETAINED EARNINGS:</b>	<u>-7,669.42</u>
TOTAL FIXED ASSETS (NET)	<u>0.00</u>		
<b>TOTAL NONCURRENT ASSETS</b>	<u>4,917.93</u>	<b>TOTAL EQUITY</b>	<u>-7,669.42</u>
<b>TOTAL ASSETS</b>	<u>4,917.93</u>	<b>TOTAL LIABILITIES AND EQUITY</b>	<u>4,917.93</u>

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

**For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	3,096.77	462.48	-2,634.29
Cash-Payroll	-15,655.55	-17,191.67	-1,536.12
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-12,558.78</b>	<b>-16,729.19</b>	<b>-4,170.41</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	652.00	462.48	-189.52
Cash-Payroll	-23,427.61	-17,191.67	6,235.94
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-22,775.61</b>	<b>-16,729.19</b>	<b>6,046.42</b>

**Lakeland Housing Authority**  
**Williamstown, LLLP**  
**Statement of Operations**  
**For the Current and Eight Months Ended August 25, 2020**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,229	12,038	191	1.59%	<b>1</b>	98,786	96,304	2,482	2.58%	<b>144,456</b>
Other Tenant Income	-	230	(230)	-100.00%		(1,395)	1,840	(3,235)	-175.82%	<b>2,760</b>
Government Subsidy	7,708	10,500	(2,792)	-26.59%	<b>2</b>	70,700	84,000	(13,300)	-15.83%	<b>126,000</b>
Other Income	1	-	1			44	-	44		<b>-</b>
<b>Total Revenue</b>	<b>19,938</b>	<b>22,768</b>	<b>(2,831)</b>	<b>-12.43%</b>		<b>168,135</b>	<b>182,144</b>	<b>(14,053)</b>	<b>-7.72%</b>	<b>273,216</b>
Administrative Expense	22,191	10,126	12,064	119.14%	<b>3</b>	119,160	81,011	38,149	47.09%	<b>121,517</b>
Tenant Services	-	-	-			-	-	-		<b>-</b>
Utility Expense	1,725	2,145	(420)	-19.57%	<b>4</b>	15,960	17,159	(1,200)	-6.99%	<b>25,739</b>
Maintenance Expense	4,375	5,220	(845)	-16.18%	<b>3</b>	51,092	41,760	9,332	22.35%	<b>62,640</b>
General Expense	1,657	1,550	107	6.88%	<b>3</b>	14,050	12,400	1,650	13.31%	<b>18,600</b>
Operating Expense before Depreciation	29,948	19,041	10,907	57.28%		200,263	152,330	47,932	31.47%	<b>228,496</b>
<b>Net Operating Income (Loss)</b>	<b>(10,010)</b>	<b>3,727</b>	<b>(13,738)</b>	<b>-368.63%</b>		<b>(32,128)</b>	<b>29,814</b>	<b>(61,985)</b>	<b>-207.91%</b>	<b>44,720</b>
Depreciation & Amortization Expense	7,957	7,957	(0)	0.00%		63,655	63,655	(0)	0.00%	<b>95,482</b>
Capital Replacement Items	-	5,540	(5,540)	-100.00%		-	44,320	(44,320)	-100.00%	<b>66,480</b>
Transfer in/Out	-	(5,540)	5,540	-100.00%		-	(44,320.00)	44,320	-100.00%	<b>(66,480)</b>
<b>Total Expense</b>	<b>37,905</b>	<b>26,998</b>	<b>10,907</b>	<b>40.40%</b>		<b>263,918</b>	<b>215,985</b>	<b>47,932</b>	<b>22.19%</b>	<b>323,978</b>
<b>Net Operating Income (Loss)</b>	<b>(17,967)</b>	<b>(4,230)</b>	<b>(13,737)</b>	<b>324.74%</b>		<b>(95,783)</b>	<b>(33,841)</b>	<b>(61,942)</b>	<b>183.03%</b>	<b>(50,762)</b>

Comments

- 1** Consists of 48 public housing units for seniors age 62 and older with a preference for veterans. Rent collections are higher than the budget due to the income of seniors living at the property.
- 2** Variance is due to excess subsidy received from HUD during the months of January and February 2020. The property did not receive operating subsidy in March and April. Although HUD resumed subsidy payments in May 2020, subsidy received continues to be less than budgeted.
- 3** Administrative and Maintenance Expenses increased preparing for the REAC inspection; which was canceled due to the COVID-19 pandemic. Also, payroll costs are prorated per property. Variance in General Expenses is due to increased insurance costs.
- 4** Utility expenses have been less than budgeted.

**Lakeland Housing Authority**

**Williamstown, LLLP**

**Balance Sheet**

**as of August 25, 2020**

**ASSETS**

<b>CASH</b>	
Unrestricted Cash	
Cash Operating 1	4,585.49
Cash-Payroll	-3,644.76
Total Unrestricted Cash	940.73
Restricted Cash	
Cash Restricted-Security Deposits	16,500.00
Cash Restricted-Reserve for Replacement	20,997.93
Total Restricted Cash	37,497.93
TOTAL CASH	38,438.66
<b>ACCOUNTS AND NOTES RECEIVABLE</b>	
A/R-Tenants/Vendors	2,184.00
Allowance for Doubtful Accounts-Tenants/Vendors	105.49
AR-TPA/Fraud Recovery	799.51
TOTAL: AR	3,089.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	3,089.00
<b>OTHER CURRENT ASSETS</b>	
Prepaid Insurance	7,052.26
TOTAL OTHER CURRENT ASSETS	7,052.26
TOTAL CURRENT ASSETS	48,579.92
<b>NONCURRENT ASSETS</b>	
<b>FIXED ASSETS</b>	
Land	296,687.00
Buildings	3,751,341.13
Furniture & Fixtures	8,494.29
Accum Depreciation-Buildings	-159,137.20
TOTAL FIXED ASSETS (NET)	3,897,385.22
TOTAL NONCURRENT ASSETS	3,897,385.22
TOTAL ASSETS	3,945,965.14

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	2,707.51
Tenant Security Deposits	14,400.00
Security Deposit-Pet	2,100.00
Accrued audit fees - LHA	6,058.29
Tenant Prepaid Rents	1,164.51
Accrued Compensated Absences-Current	1,368.58
TOTAL CURRENT LIABILITIES	27,798.89
<b>NONCURRENT LIABILITIES</b>	
Accrued Compensated Absences-LT	2,541.64
TOTAL NONCURRENT LIABILITIES	2,541.64
TOTAL LIABILITIES	30,340.53
<b>EQUITY</b>	
<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	3,915,624.61
TOTAL RETAINED EARNINGS:	3,915,624.61
TOTAL EQUITY	3,915,624.61
TOTAL LIABILITIES AND EQUITY	3,945,965.14



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

**For the Current and Eight Months Ended August 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	10,115.10	4,585.49	-5,529.61
Cash-Payroll	-1,106.40	-3,644.76	-2,538.36
Cash Restricted-Security Deposits	16,200.00	16,500.00	300.00
Cash Restricted-Reserve for Replacement	19,997.43	20,997.93	1,000.50
<b>Total Cash</b>	<b>45,206.13</b>	<b>38,438.66</b>	<b>-6,767.47</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	21,751.68	4,585.49	-17,166.19
Cash-Payroll	1,239.02	-3,644.76	-4,883.78
Cash Restricted-Security Deposits	16,116.00	16,500.00	384.00
Cash Restricted-Reserve for Replacement	12,997.92	20,997.93	8,000.01
<b>Total Cash</b>	<b>52,104.62</b>	<b>38,438.66</b>	<b>-13,665.96</b>

**West Lake I DBA Twin Lake**  
**Balance Sheet**  
July 31, 2020

**Assets**

Current Assets

Cash

100250 - Rent Depository Account	217,655.58
100300 - Petty Cash	1,000.00
Total Cash	218,655.58

Accounts Receivable

102200 - A/R-Residents	3,562.11
102400 - Accounts Receivable Others	14.79
Total Accounts Receivable	3,576.90

Deposits & Escrows

101250 - Replacement Reserves	6,568.00
101260 - Cash - Restricted Reserve	26,160.00
101300 - Debt Service Reserves	3,390.81
101310 - Bond Fund - Interest Fund	1,686.48
101320 - Bond Fund - Principal	594.56
101334 - Bond Fund - Escrow Account	12,219.67
101335 - Bond Fund - Replacement Reserve	10,001.18
101341 - Bond Fund - Revenue	(1,666.66)
101365 - Operating Deficit Escrow	355,175.05
101400 - Security Deposit Account	29,700.00
Total Deposits & Escrows	443,829.09

Other Current Assets

199999 - CLEARING ACCOUNT	1,666.66
Total Other Current Assets	1,666.66

Total Current Assets 667,728.23

Fixed Assets

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

Depreciation & Amortization

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

# West Lake I DBA Twin Lake Balance Sheet

July 31, 2020

Total Fixed Assets	15,118,463.01
Other Assets	
180040 - Prepaid Insurance	42,440.88
180042 - Prepaid Expense	2,079.93
Total Other Assets	<u>44,520.81</u>
<b>Total Assets</b>	<b><u><u>15,830,712.05</u></u></b>

**West Lake I DBA Twin Lake**  
**Balance Sheet**  
July 31, 2020

**Liabilities & Equity**

Liabilities

Current Liabilities

200100 - Accounts Payable	49,100.18
200150 - Security Deposits-Current	29,700.00
200200 - Security Deposits-Move Out	(114.47)
<b>Total Current Liabilities</b>	<b>78,685.71</b>

Other Current Liabilities

210100 - Accrued Operating Exp.	21,573.73
210110 - Accrued Payroll	1,984.27
210330 - Accrued Trustee and Issuer Fees	14,227.92
210410 - Accrued Asset Mgmt Fees	(799.30)
210440 - Accrued Audit Expense	6,416.69
210442 - Accrued Compliance Fee	76.25
210445 - Accrued Service Fee	(2,110.00)
210460 - Accrued Interest - SAIL	64,424.00
220100 - Prepaid Rent	8,077.16
220120 - Unearned Revenue - Housing Assistance	(1,701.00)
220450 - Due To Affiliates	(2,223.96)
<b>Total Other Current Liabilities</b>	<b>109,945.76</b>

Long Term Liabilities

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

Other Liabilities

250600 - Due to Developer - Accrued Developer Fee	280.11
<b>Total Other Liabilities</b>	<b>280.11</b>

**Total Liabilities** 10,482,911.58

Equity

300160 - Capital Contributions	6,053,521.00
Retained Earnings	(781,865.03)
Current Net Income	76,144.50

**Total Equity** 5,347,800.47

**Total Liabilities & Equity** **15,830,712.05**

**West Lake I DBA Twin Lake**  
**Income Statement Budget Comparison**  
July 31, 2020

	Month Ending 07/31/2020			Year to Date 07/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Income</b>						
<b>Rental Income</b>						
510050 - Gross Mkt Rent Potential	18,031.03	69,700.00	(51,668.97)	117,962.16	487,900.00	(369,937.84)
510100 - Gain/Loss To Lease	(1,405.75)	0.00	(1,405.75)	(7,297.52)	0.00	(7,297.52)
510360 - Government Subsidy Income	51,364.97	0.00	51,364.97	367,690.84	0.00	367,690.84
<b>Total Rental Income</b>	<b>67,990.25</b>	<b>69,700.00</b>	<b>(1,709.75)</b>	<b>478,355.48</b>	<b>487,900.00</b>	<b>(9,544.52)</b>
<b>Vacancy, Losses &amp; Concessions</b>						
510200 - Vacancy	(930.96)	(1,394.00)	463.04	(5,515.03)	(9,758.00)	4,242.97
510410 - Recurring Concessions	(200.00)	0.00	(200.00)	(400.00)	0.00	(400.00)
510950 - Write Off Rent	0.00	0.00	0.00	(210.72)	0.00	(210.72)
<b>Total Vacancy, Losses &amp; Concessions</b>	<b>(1,130.96)</b>	<b>(1,394.00)</b>	<b>263.04</b>	<b>(6,125.75)</b>	<b>(9,758.00)</b>	<b>3,632.25</b>
<b>Net Rental Income</b>	<b>66,859.29</b>	<b>68,306.00</b>	<b>(1,446.71)</b>	<b>472,229.73</b>	<b>478,142.00</b>	<b>(5,912.27)</b>
<b>Financial Income</b>						
520900 - Interest Income	649.76	0.00	649.76	1,894.76	0.00	1,894.76
<b>Total Financial Income</b>	<b>649.76</b>	<b>0.00</b>	<b>649.76</b>	<b>1,894.76</b>	<b>0.00</b>	<b>1,894.76</b>
<b>Other Income</b>						
513040 - HSI Housing Subsidy Income	0.00	3,800.00	(3,800.00)	0.00	26,600.00	(26,600.00)
513300 - Pet Premium	0.00	300.00	(300.00)	0.00	600.00	(600.00)
520050 - Application Fees	41.90	42.00	(0.10)	188.55	294.00	(105.45)
520100 - NSF Fees	0.00	150.00	(150.00)	50.00	1,050.00	(1,000.00)
520150 - Late Fees	(125.00)	150.00	(275.00)	1,000.00	1,050.00	(50.00)
520250 - Initial Pet Fees	0.00	300.00	(300.00)	0.00	900.00	(900.00)
520600 - Termination Fees	0.00	0.00	0.00	821.00	0.00	821.00
520650 - Write Off Other Income	0.00	0.00	0.00	(85.59)	0.00	(85.59)
520830 - Legal Fees To Residents	0.00	350.00	(350.00)	0.00	1,400.00	(1,400.00)
520850 - Damages/Cleaning	0.00	150.00	(150.00)	0.00	1,050.00	(1,050.00)
520950 - Cable Service Income	0.00	0.00	0.00	956.41	0.00	956.41
521270 - Keys/Locks Fees	0.00	40.00	(40.00)	15.00	280.00	(265.00)
540050 - Washer/Dryer Rental	4,259.04	4,275.00	(15.96)	29,513.22	30,375.00	(861.78)
<b>Total Other Income</b>	<b>4,175.94</b>	<b>9,557.00</b>	<b>(5,381.06)</b>	<b>32,458.59</b>	<b>63,599.00</b>	<b>(31,140.41)</b>
<b>Total Income</b>	<b>71,684.99</b>	<b>77,863.00</b>	<b>(6,178.01)</b>	<b>506,583.08</b>	<b>541,741.00</b>	<b>(35,157.92)</b>

**West Lake I DBA Twin Lake**  
**Income Statement Budget Comparison**  
July 31, 2020

	Month Ending 07/31/2020			Year to Date 07/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Expenses</b>						
<b>Payroll &amp; Related</b>						
711200 - Manager Salary	5,206.82	6,075.00	868.18	37,315.92	42,525.00	5,209.08
713200 - Maintenance Manager	4,297.00	4,297.00	0.00	30,079.00	30,079.00	0.00
714350 - Ins. Benefits - Administrative	650.00	650.00	0.00	4,550.00	4,550.00	0.00
714450 - Ins. Benefits - Maintenance	650.00	650.00	0.00	4,550.00	4,550.00	0.00
714800 - Uniform	214.34	0.00	(214.34)	331.01	0.00	(331.01)
<b>Total Payroll &amp; Related</b>	<b>11,018.16</b>	<b>11,672.00</b>	<b>653.84</b>	<b>76,825.93</b>	<b>81,704.00</b>	<b>4,878.07</b>
<b>Administrative Expenses</b>						
745040 - Telephone	242.98	700.00	457.02	1,802.90	4,900.00	3,097.10
745050 - Cell Phone	0.00	30.00	30.00	0.00	210.00	210.00
745200 - Training & Education	225.00	225.00	0.00	1,575.00	1,575.00	0.00
745240 - Employee Travel/Mileage	79.67	40.00	(39.67)	448.27	280.00	(168.27)
745260 - Meals & Entertainment - Admin	0.00	25.00	25.00	58.21	175.00	116.79
745280 - Employee Recognition	0.00	0.00	0.00	1,201.81	1,200.00	(1.81)
745320 - Office Supplies	165.13	200.00	34.87	1,314.48	1,400.00	85.52
745360 - Postal/Express Mail	100.88	76.00	(24.88)	974.65	532.00	(442.65)
745400 - Dues And Subscriptions	0.00	50.00	50.00	0.00	350.00	350.00
745440 - Office Equipment & Furniture	44.95	75.00	30.05	936.18	525.00	(411.18)
745490 - Compliance Administration Fee	630.00	630.00	0.00	4,919.35	4,410.00	(509.35)
745510 - Utility Allowance Study	0.00	0.00	0.00	600.00	600.00	0.00
745520 - Credit Verification Fees	142.00	142.00	0.00	994.00	994.00	0.00
745560 - Eviction Legal Fees	0.00	400.00	400.00	0.00	2,800.00	2,800.00
745600 - Licenses Fees/Permits	0.00	0.00	0.00	861.25	750.00	(111.25)
745640 - Banking Fees/Charges	0.00	50.00	50.00	10.00	350.00	340.00
745680 - Computer Services & Fees	1,056.00	1,056.00	0.00	7,392.00	7,392.00	0.00
745690 - Covid-19	461.38	0.00	(461.38)	698.21	0.00	(698.21)
745720 - Apt Association Dues	0.00	0.00	0.00	800.02	336.00	(464.02)
775262 - Compliance Files Review	0.00	0.00	0.00	0.00	320.00	320.00
775268 - PHA Servicer Administration Fees	2,000.00	0.00	(2,000.00)	14,000.00	0.00	(14,000.00)
<b>Total Administrative Expenses</b>	<b>5,147.99</b>	<b>3,699.00</b>	<b>(1,448.99)</b>	<b>38,586.33</b>	<b>29,099.00</b>	<b>(9,487.33)</b>
<b>Marketing Expenses</b>						
740160 - Adv-Website/Portals	513.00	636.00	123.00	2,565.00	4,452.00	1,887.00
740300 - Banners/Flags	0.00	0.00	0.00	88.60	150.00	61.40
740550 - Prospect Refreshments	0.00	150.00	150.00	93.29	1,050.00	956.71
740600 - Resident Functions/Parties	0.00	150.00	150.00	253.15	1,050.00	796.85
740625 - Resident Gifts	0.00	50.00	50.00	0.00	350.00	350.00
740725 - Marketing Dues & Subscriptions	0.00	40.00	40.00	0.00	280.00	280.00
740800 - Social Activity Center	57.46	0.00	(57.46)	411.66	0.00	(411.66)
740955 - Public Relations	0.00	0.00	0.00	592.94	0.00	(592.94)
<b>Total Marketing Expenses</b>	<b>570.46</b>	<b>1,026.00</b>	<b>455.54</b>	<b>4,004.64</b>	<b>7,332.00</b>	<b>3,327.36</b>

**West Lake I DBA Twin Lake**  
**Income Statement Budget Comparison**  
 July 31, 2020

	Month Ending 07/31/2020			Year to Date 07/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Utilities</b>						
720050 - Electricity-Vacant	86.39	25.00	(61.39)	170.40	175.00	4.60
720100 - Electricity-Common Area	1,418.94	1,800.00	381.06	7,488.79	12,600.00	5,111.21
720250 - Water	1,220.23	965.00	(255.23)	5,757.80	6,755.00	997.20
720300 - Sewer	3,146.20	1,800.00	(1,346.20)	17,813.37	12,600.00	(5,213.37)
720350 - Trash Removal	(1,000.00)	1,000.00	2,000.00	5,000.00	7,000.00	2,000.00
720400 - Reimbursed Water and Sewer	(2,361.77)	(1,800.00)	561.77	(21,843.73)	(12,600.00)	9,243.73
720450 - Write Off Reimbursed Water and Sewer	0.00	0.00	0.00	95.83	0.00	(95.83)
720610 - Utility Billing Cost	0.00	0.00	0.00	1,380.00	0.00	(1,380.00)
<b>Total Utilities</b>	<b>2,509.99</b>	<b>3,790.00</b>	<b>1,280.01</b>	<b>15,862.46</b>	<b>26,530.00</b>	<b>10,667.54</b>
<b>Operating &amp; Maintenance Expenses</b>						
730050 - Landscape Contract	1,000.00	1,000.00	0.00	7,000.00	7,000.00	0.00
730100 - Seasonal Color	0.00	0.00	0.00	0.00	500.00	500.00
730110 - Mulch/Pine Straw	0.00	0.00	0.00	0.00	5,000.00	5,000.00
730400 - Alarms & Monitoring-Common Area	69.55	185.00	115.45	486.85	1,295.00	808.15
730420 - Fire Safety Contract	0.00	0.00	0.00	0.00	1,000.00	1,000.00
730450 - Pest Control Contract	275.00	482.00	207.00	136.00	3,374.00	3,238.00
730600 - Elevator Contract	393.02	500.00	106.98	3,059.08	3,500.00	440.92
735040 - Electrical Repairs & Supplies	156.87	0.00	(156.87)	207.20	0.00	(207.20)
735080 - Plumbing Repairs & Supplies	10.88	25.00	14.12	21.96	175.00	153.04
735120 - HVAC Repairs & Maint	227.71	150.00	(77.71)	841.31	1,050.00	208.69
735165 - Appliance Repairs & Supplies	38.99	25.00	(13.99)	97.43	175.00	77.57
735170 - Drapes & Blinds Repairs/Supplies	0.00	75.00	75.00	0.00	525.00	525.00
735240 - Exterior Repairs & Maint	18.46	25.00	6.54	114.09	175.00	60.91
735440 - Lawn Sprinkler/Irrigation	0.00	0.00	0.00	0.00	500.00	500.00
735530 - Door Repairs	113.70	85.00	(28.70)	158.01	595.00	436.99
735560 - General Supplies	382.09	75.00	(307.09)	458.07	525.00	66.93
735565 - Pest Control Supplies	0.00	25.00	25.00	0.00	175.00	175.00
735580 - Tools/Equipment	27.72	25.00	(2.72)	415.99	175.00	(240.99)
735640 - Cleaning & Supplies	1,083.16	150.00	(933.16)	2,782.09	1,050.00	(1,732.09)
735800 - Painting Supplies	23.09	100.00	76.91	95.03	700.00	604.97
735805 - Painting Service	0.00	0.00	0.00	154.10	0.00	(154.10)
735810 - Locks & Keys	0.00	10.00	10.00	193.12	70.00	(123.12)
735880 - Building Annual Inspection and Testing	0.00	0.00	0.00	438.70	4,700.00	4,261.30
755190 - Termite Bond	0.00	210.00	210.00	0.00	1,470.00	1,470.00
<b>Total Operating &amp; Maintenance Expenses</b>	<b>3,820.24</b>	<b>3,147.00</b>	<b>(673.24)</b>	<b>16,659.03</b>	<b>33,729.00</b>	<b>17,069.97</b>
<b>Management Fees</b>						
750050 - Management Fee	2,223.97	4,672.00	2,448.03	16,355.49	32,504.00	16,148.51
750051 - 50% Management Fee	2,223.97	0.00	(2,223.97)	17,586.26	0.00	(17,586.26)
<b>Total Management Fees</b>	<b>4,447.94</b>	<b>4,672.00</b>	<b>224.06</b>	<b>33,941.75</b>	<b>32,504.00</b>	<b>(1,437.75)</b>
<b>Taxes &amp; Insurance</b>						

**West Lake I DBA Twin Lake**  
**Income Statement Budget Comparison**  
July 31, 2020

	Month Ending 07/31/2020			Year to Date 07/31/2020		
	Actual	Budget	Variance	Actual	Budget	Variance
755050 - Property Insurance	6,960.99	2,969.00	(3,991.99)	30,975.21	18,848.00	(12,127.21)
<b>Total Taxes &amp; Insurance</b>	<b>6,960.99</b>	<b>2,969.00</b>	<b>(3,991.99)</b>	<b>30,975.21</b>	<b>18,848.00</b>	<b>(12,127.21)</b>
<b>Total Operating Expenses</b>	<b>34,475.77</b>	<b>30,975.00</b>	<b>(3,500.77)</b>	<b>216,855.35</b>	<b>229,746.00</b>	<b>12,890.65</b>
<b>Net Operating Income (Loss)</b>	<b>37,209.22</b>	<b>46,888.00</b>	<b>(9,678.78)</b>	<b>289,727.73</b>	<b>311,995.00</b>	<b>(22,267.27)</b>
<b>Non-Operating Expenses</b>						
<b>Debt Services</b>						
775034 - Interest - SAIL Loan	4,163.00	4,167.00	4.00	29,141.00	29,165.00	24.00
775050 - 1st Mortgage Note Interest	18,000.00	16,569.00	(1,431.00)	143,017.83	116,267.00	(26,750.83)
775155 - Loan Servicing Fee	997.00	627.00	(370.00)	6,979.00	4,389.00	(2,590.00)
781190 - Trustee Ordinary Fees	416.65	354.00	(62.65)	2,916.57	2,478.00	(438.57)
781210 - Issuer Administration Fee	1,660.00	1,500.00	(160.00)	11,620.00	10,500.00	(1,120.00)
<b>Total Debt Services</b>	<b>25,236.65</b>	<b>23,217.00</b>	<b>(2,019.65)</b>	<b>193,674.40</b>	<b>162,799.00</b>	<b>(30,875.40)</b>
<b>Capital Expenditures</b>						
920330 - Microwaves	0.00	0.00	0.00	212.93	0.00	(212.93)
920370 - Refrigerators	0.00	0.00	0.00	797.06	0.00	(797.06)
920460 - Furniture	0.00	0.00	0.00	1,326.79	0.00	(1,326.79)
920640 - Fence Repair/Replacement	0.00	0.00	0.00	0.00	5,000.00	5,000.00
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,336.78</b>	<b>5,000.00</b>	<b>2,663.22</b>
<b>Other Non-Operating Expenses</b>						
780070 - Hurricane Damage Expense	0.00	1,000.00	1,000.00	0.00	2,000.00	2,000.00
781050 - Auditing	416.67	0.00	(416.67)	2,916.69	5,000.00	2,083.31
781230 - Asset Management Fee	159.86	417.00	257.14	2,661.86	2,919.00	257.14
781260 - Development Costs (Not Capitalized)	0.00	0.00	0.00	11,993.50	0.00	(11,993.50)
<b>Total Other Non-Operating Expenses</b>	<b>576.53</b>	<b>1,417.00</b>	<b>840.47</b>	<b>17,572.05</b>	<b>9,919.00</b>	<b>(7,653.05)</b>
<b>Total Non-Operating Expenses</b>	<b>25,813.18</b>	<b>24,634.00</b>	<b>(1,179.18)</b>	<b>213,583.23</b>	<b>177,718.00</b>	<b>(35,865.23)</b>
<b>Net Income (Loss)</b>	<b>11,396.04</b>	<b>22,254.00</b>	<b>(10,857.96)</b>	<b>76,144.50</b>	<b>134,277.00</b>	<b>(58,132.50)</b>



**LAKELAND HOUSING AUTHORITY**  
**Grant Report**  
Updated as of September 15, 2020

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
<b>Capital Fund Program</b>	<b>(HUD)</b>								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	251,538.00	251,538.00	0.00
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	341,004.00	341,004.00	0.00
CFP - 2015		04-13-15	04-12-17	04-12-19	345,575.00	311,017.50	345,575.00	345,575.00	0.00
CFP - 2016		04-13-16	04-12-18	04-12-20	358,393.00	322,553.70	358,393.00	358,393.00	0.00
CFP - 2017		08-16-17	08-15-20	08-15-22	608,069.00	547,262.10	583,721.87	583,258.85	24,810.15
<b>CFP - 2018</b>		<b>05-29-18</b>	<b>05-28-21</b>	<b>05-28-23</b>	<b>934,727.00</b>	<b>841,254.30</b>	<b>605,162.22</b>	<b>605,162.22</b>	<b>329,564.78</b>
CFP - 2019		04-16-19	04-15-22	04-15-24	971,182.00	874,063.80	0.00	0.00	971,182.00
CFP - 2020		03-26-20	03-25-23	03-25-25	1,107,656.00	996,890.40	0.00	0.00	1,107,656.00
				<b>CFP Total:</b>	<b>5,808,538.00</b>	<b>5,227,684.20</b>	<b>3,375,788.09</b>	<b>3,375,325.07</b>	<b>2,433,212.93</b>
<b>Replacement Housing Factor</b>	<b>(HUD)</b>								
RHF - 2009(a)		09-15-09	10-29-16	07-29-17	282,108.00	253,897.20	282,108.00	282,108.00	0.00
RHF - 2009(b)		04-02-10	10-29-16	07-29-17	149,804.00	134,823.60	149,804.00	149,804.00	0.00
RHF - 2010		07-15-10	10-29-16	07-29-18	441,385.00	397,246.50	441,385.00	441,385.00	0.00
RHF - 2011		08-03-11	10-29-16	10-29-18	380,321.00	342,288.90	380,321.00	380,321.00	0.00
RHF - 2012(b)		03-12-12	10-29-16	10-29-18	70,661.00	63,594.90	70,661.00	70,661.00	0.00
RHF - 2013(a)		09-09-13	10-29-18	04-12-19	208,904.00	188,013.60	208,904.00	208,904.00	0.00
RHF - 2013(b)		09-09-13	10-29-16	10-29-18	62,529.00	56,276.10	62,529.00	62,529.00	0.00
RHF - 2014		05-13-14	10-29-18	04-12-19	185,710.00	167,139.00	185,710.00	185,710.00	0.00
RHF - 2015		04-13-15	10-29-18	04-12-19	187,612.00	168,850.80	187,612.00	187,612.00	0.00
RHF - 2016		04-13-16	10-29-18	04-12-20	193,574.00	174,216.60	193,574.00	193,574.00	0.00
				<b>RHF Total:</b>	<b>2,162,608.00</b>	<b>1,946,347.20</b>	<b>2,162,608.00</b>	<b>2,162,608.00</b>	<b>0.00</b>
<b>HOPE VI</b>	<b>(HUD)</b>	04-05-00		12-31-17	<b>21,842,801.00</b>	<b>19,658,520.90</b>	<b>21,842,801.00</b>	<b>21,842,801.00</b>	<b>0.00</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 Total:</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 2020		01-01-20	12-31-20	12-31-20	72,000.00	64,800.00	30,330.85	30,330.85	41,669.15
				<b>ROSS Total:</b>	<b>72,000.00</b>	<b>64,800.00</b>	<b>30,330.85</b>	<b>30,330.85</b>	<b>41,669.15</b>
<b>YouthBuild 2018 Grant</b>	<b>(DOL)</b>	01-01-19		04-30-2022	1,075,472.00	967,924.80	553,322.73	553,322.73	522,149.27
				<b>YouthBuild Total:</b>	<b>1,075,472.00</b>	<b>967,924.80</b>	<b>553,322.73</b>	<b>553,322.73</b>	<b>522,149.27</b>
<b>CARES Act</b>									
AMP 1 (WestLake/Cecil Gober Villas/John Wright Homes)		05-01-20	12-31-20	12-31-20	104,415.00	93,973.50	29,409.47	29,409.47	75,005.53
AMP 2 (Dakota Park dba Carrington Place)		05-01-20	12-31-20	12-31-20	14,635.00	13,171.50	3,125.54	3,125.54	11,509.46
AMP 3 (Renaissance at Washington Park)		05-01-20	12-31-20	12-31-20	64,418.00	57,976.20	21,705.44	21,705.44	42,712.56
AMP 4 (Hampton Hills)		05-01-20	12-31-20	12-31-20	2,391.00	2,151.90	1,220.08	1,220.08	1,170.92
AMP 5 (Williamstown)		05-01-20	12-31-20	12-31-20	17,105.00	15,394.50	2,012.52	2,012.52	15,092.48
AMP 6 (Twin Lakes Estates)		05-01-20	12-31-20	12-31-20	7,677.00	6,909.30	6,890.31	6,890.31	786.69
				<b>CARES Act Total:</b>	<b>210,641.00</b>	<b>189,576.90</b>	<b>64,363.36</b>	<b>64,363.36</b>	<b>146,277.64</b>

## August 2020 Board Report



- **Program Manager's Report**

The Coronavirus (COVID-19) outbreak has affected our YouthBuild program. A significant amount of staff time has been spent sanitizing equipment and we all use, temperature checks and monitoring the social distancing and wearing of mask of trainees and anyone entering our facility. We now have several hands-free sanitizing stations set-up at the YouthBuild-Lakeland Center.

- August 4, 2020 (various dates/times) - Each YouthBuild-Lakeland (YBL) staff member participated in the Department of Labor YouthBuild Virtual Peer-to-Peer Conference Workshop.
- August 13, 2020 – The Senior Program Manager attended the PACT/Partner C-TechWorks LMS Training, a new function in tracking the construction performance of YouthBuild Participants (Trainees).
- August 14, 2020 – The Senior Program Manager participated in the monthly call with Mrs. Connie Ferris-Bailey, our Program Coach.
- August 15, 2020 - YouthBuild-Lakeland renewed our license agreement with HomeBuilders Institute's Pre-Apprenticeship Certification Training (PACT). The PACT program integrates work-based learning with vocational and academic skills training to include related academics (contextual learning), industry-focused job readiness, employability skills, career development, life skills, and on-the-job training. The PACT classroom component is designed to reinforce construction math, the safe and proper use of hand and power tools, blueprint reading, vocabulary, and terminology as well as employability skills. HBI PACT is recognized by the National Association of Home Builders (NAHB) and the Department of Labor (DOL).

- August 18, 2020 – The Senior Program Manager and Construction Training Supervisor successfully completed a two-day HBI (pact) Teacher Certification Training. As a result, both are now Certified Instructors of the PACT curriculum.
- August 21, 2020 the Senior Program Manager conducted his monthly conference call with Ms. Connie Bailey, our YouthBuild Technical Assistance Coach. Included in the call was Derrick Bugg, our new Construction Training Supervisor. The purpose of the call was for Ms. Bailey to go over Mr. Bugg’s role as YouthBuild Construction Training Supervisor.
- During the month of August, YouthBuild-Lakeland also renewed our membership agreement/dues with YouthBuild USA Affiliated Network and our contract with Penn Foster to assist Trainees in obtaining their High School Diploma.

- **Construction**



The month of August was a busy month with a combination of classroom and a hands-on construction project. The Construction Training Supervisor and the Trainees completed YBL Project Doghouse. The building of the doghouse gave the Trainees actual experience in framing, installing flooring, roofing and more. On August 27<sup>th</sup>, Construction Appreciation Day was held. The event included a Ribbon-cutting Ceremony for the doghouse. Words of appreciation and encouragement were rendered by Earl W. Haynes, YBL Sr. Program Manager, Derrick Bugg, YBL Construction

Training Supervisor, and Ben Stevenson, LHA Executive Director/CEO. Some of the guests in attendance were Keith Boyd and staff members of Positively U, Inc.; Charles Glover, LHA IT Manager; and Patrick Roberts, LHA Human Resource Manager;





- **Academics**

During the month of August, YouthBuild-Lakeland (YBL) continued to adjust to the COVID-19 virus which has impacted educational institutions worldwide and continues to force adjustments to day-to-day work environments. At YBL, the safety recommendations of the Center for Disease Control were consistently practiced ensuring a healthy and safe learning environment for both the Trainees and YBL staff members. Throughout the month, this remained at the forefront of all decision-making procedures. Trainees have returned to their normal educational/office schedules and are routinely striving towards the completion of their Penn Foster/GED programs. Trainees and staff members continue to participate in various Virtual workshops which included Department of Labor YouthBuild Peer-to-Peer Conference Trainings (staff training), City of Lakeland Human Resource (academics/career development) and Lakeland Public Library (personal development).



**LaQuentis Hilton**

During the month of August, two Trainees: Shedrick Bailey Jr. and LaQuentis Hilton successfully completed their individual Penn Foster educational programs which earned each of them a High School Diploma.



**Shedrick Bailey, Jr.**

Jackie Ayler and Jah'Toria Poe each successfully passed one of four components towards earning their individual GED. Shout-outs of CONGRATULATIONS to LaQuentis, Shedrick, Jackie, and Jah'Toria!!! Keep up the good work. Academically, there were several Trainees who are close to completing 100% of their Penn Foster program. This has generated an urgency and excitement throughout the YBL Center for others to complete their programs as well! Overall, YBL Trainees

are making strides and continuing to show they are willing to implement Instructor directives which drive their overall Academic success.

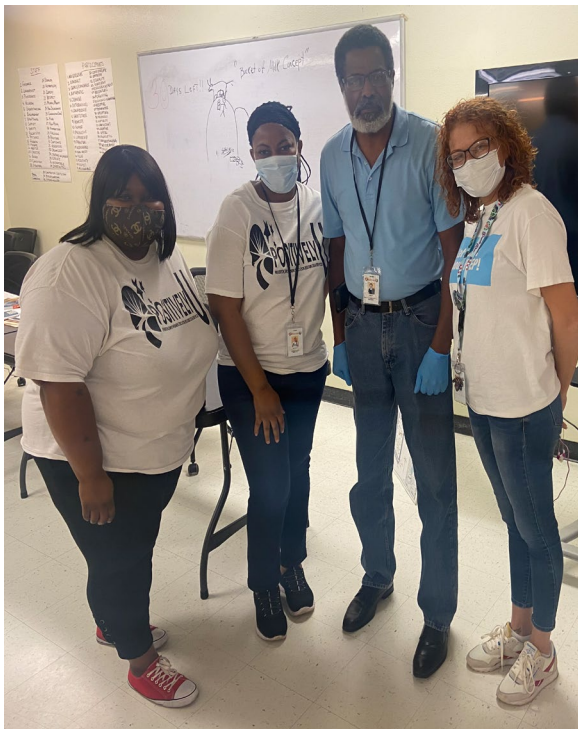
- **Job Placement**

During the month of August, the Job Readiness Specialist continued to follow-up with Cycle 17 and other graduates, as they progress in exploring and/or developing their individual career pathways. Always available to YouthBuild-Lakeland graduates are referrals and information with reference to employment opportunities, post-secondary education, employment retention, and supportive services. In our July Board Report, we shared about Erin Pitts-Piche, a graduate of Cycle 11, who recently completed a four-year prison tenure. We are proud to report that Erin is now a college student. She is attending Southern Technical College. Her goal is to become a Welder.



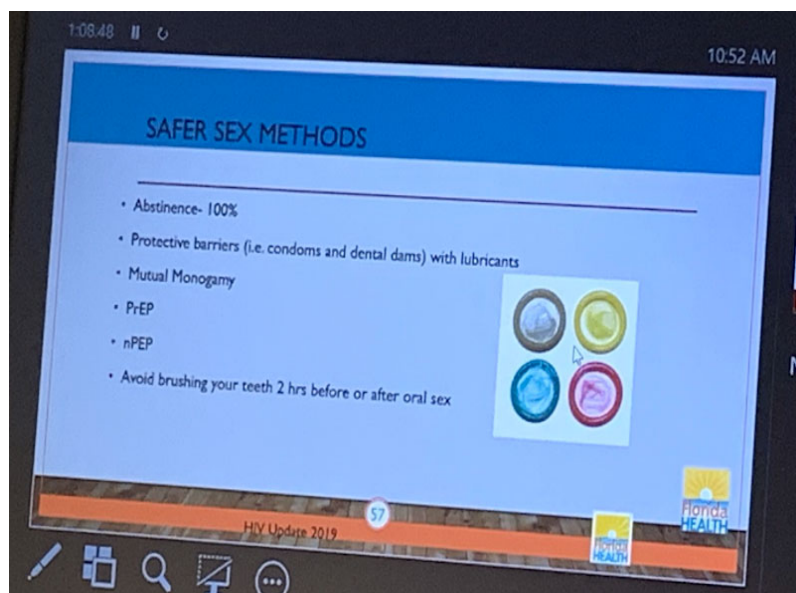
On August 13th, the Job Readiness Specialist spoke with Jose' Rivera, (*pictured left*) a Cycle 17 graduate who is enlisted in the United States Army. He has successfully completed Basic Training and is now known as E-2 Private Jose' Rivera. On June 12, 2020 he married his beautiful bride. And in February 2021, they are expecting their first baby! When we spoke, Private Rivera was expecting to be deployed to Kuwait within the next week or two. He was excited about speaking to the Trainees of Cycle 18 via ZOOM to share his experience when he was a Trainee with YouthBuild-Lakeland. Unfortunately, the deployment took place before the ZOOM presentation could be done. However, YBL is looking forward to Private Rivera's return to the USA and his ZOOM presentation that will now be enhanced by his experience in Kuwait!

On August 14<sup>th</sup>, the Job Placement Specialist submitted the DOL Quarterly Performance Report for Grant No.: YB-29955-17-60-A-12 and the DOL Quarterly Performance Report for Grant No.: 32967-18-60-A-12.



**Welcome New YBL Partner:** During the month of August 2020, the Lakeland Housing Authority and YouthBuild-Lakeland welcomed a new partner agency, Positively U, Inc. (PUI). This agency provides culturally appropriate and compassionate programming to HIV positive and ‘high risk’ individuals with an emphasis on tailoring their activities to meet each individual’s specific needs. The Job Readiness Specialist met with Keith Boyd and the PUI Team (*pictured left*) on August 19<sup>th</sup> to discuss their

desires to become a partner agency with YouthBuild-Lakeland. On August 27<sup>th</sup>, PUI rendered an HIV/Safer Sex educational presentation to the Trainees of YouthBuild-Lakeland Cycle 18. Trainees were also afforded the opportunity (voluntarily) to be tested for HIV. Test results are confidential between the PUI staff and the individual Trainee. Welcome aboard, Positively U, Inc.



- **Case Management**

While completing follow-up interviews during the month of August, Cycle 17 Graduates were informed of upcoming TABE Testing that are planned to occur during the month of September 2020. They were also informed of a Fall Prevention OSHA Training held by Polk State College. Cycle 17 Graduates continue to contact the YouthBuild-Lakeland Case Manager for mental health counseling, college preparation, employment opportunities and appointments have been set to provide these services.

During the month of August, Cycle 18 Trainees were afforded the opportunity to speak with Angel Davis from the Lakeland Public Library to discuss all the services that the library has to offer. Trainees then had the opportunity to put those resources into use and check-out books as well.

On August 19<sup>th</sup>, the Case Manager and Cycle 18 Trainees (*pictured left with Food Drive staff members*) volunteered at Crystal Lake Elementary to participate in a Food Drive. Trainees assisted with providing food boxes to families in the Crystal Lake community of Lakeland and earned YBL community service hours. This opportunity will be available to Trainees every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month.



- **Recruitment**

The YouthBuild-Lakeland Team has begun recruitment of applicants for the upcoming Cycle 18. Staff has begun to access and review applications that have been submitted via the Lakeland Housing Authority's website.



---

**Earl W. Haynes**  
**Senior Program Manager**

**Willie C. Easmon**  
**Academic Instructor**

**Cynthia E. Zorn-Shaw**  
**Job Readiness Specialist**

**Y'Kaysha Watts**  
**Case Manager**

**Derrick Bugg**  
**Construction Training Supervisor**

# **RESOLUTIONS**

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

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

**Re: Resolution # 20-1485**

The Board of Commissioners is requested to approve the above-referenced resolution to authorize the Executive Director to establish the Fiscal Year 2020-2021 Payment Standards for Section 8 Housing Choice Voucher Program participants, effective October 1, 2020.

**2. Who is making request:**

- A. Entity: The Housing Authority of the City of Lakeland
- B. re: 2020-2021 Fair Market Rent rates/Payment Standards
- C. Originator: Carlos Pizarro

**3. Cost Estimate:**

n/a

**Narrative:**

In order to provide its Section 8 residents with numerous housing choices for a larger number of families, the Housing Authority of the City of Lakeland must maintain an adequate pool of available housing units. This inventory of available housing units is maintained and enhanced by paying current and prospective landlords a fair and reasonable rent based on the local market.

The U.S. Department of Housing and Urban Development has published Final Fiscal Year 2020-2021 Fair Market Rent rates for the Lakeland-Winter Haven Metropolitan Statistical Area with the option to increase/decrease the rent rates by up to 10%, depending on the need. After market analysis, the Housing Authority of the City of Lakeland staff determined that in order to maintain the current pool of housing to attract other housing opportunities and to serve as many families as possible, the Housing Authority of the City of Lakeland should adopt the U.S. Department of Housing and Urban Development's final rent rates at 105% of the published Fair Market Rent for the jurisdiction its serves.

Therefore, the Housing Authority of the City of Lakeland staff is recommending the following payment standards for its Section 8 program become effective October 1, 2020 and/or are implemented within 90 days of approval for annual certifications.

<b>SECTION 8 PAYMENT STANDARDS BY BEDROOM SIZE</b>					
	<b>Efficiency</b>	<b>One-Bedroom</b>	<b>Two-Bedroom</b>	<b>Three-Bedroom</b>	<b>Four-Bedroom</b>
<b>HUD Final Fiscal Year 2021 Fair Market Rent</b>	794	799	1023	1375	1764
<b>Proposed Payment Standard 2020-2021 Effective 10/1/2020 (105% of Fair Market Rent)</b>	833	838	1074	1443	1852
<b>Current Payment Standard Effective 12/1/2019 (110% of Fair Market Rent)</b>	767	772	1006	1343	1699

## RESOLUTION NO. 20-1485

### APPROVING THE SECTION 8 HOUSING CHOICE VOUCHER PAYMENT STANDARD FOR FISCAL YEAR 2020-2021

**WHEREAS**, the Housing Authority of the City of Lakeland desires to provide its eligible Section 8 Housing Choice Voucher Program participants with a wide range of available affordable housing unit rental options; and

**WHEREAS**, in order to accomplish this availability, the Housing Authority of the City of Lakeland desires to establish a rent structure that is not only attractive to the landlords currently participating in the Section 8 Housing Choice Voucher Program, but will also attract future landlords desiring to participate in the Section 8 Housing Choice Voucher Program; and

**WHEREAS**, the U.S. Department of Housing and Urban Development publishes a Fair Market Rent rate structure on an annual basis for the Section 8 Housing Choice Voucher Program; and

**WHEREAS**, the U.S. Department of Housing and Urban Development establishes in 24 CFR 982.503 that the Public Housing Authority may adopt payment standards for the Section 8 Housing Choice Voucher Program by unit size for each Fair Market Rent area in the Public Housing Authority's jurisdiction and, if applicable, for each Public Housing Authority-designated part of an Fair Market Rent area, which do not exceed one hundred ten (110) percent of the current applicable Fair Market Rent and which are not less than ninety (90) percent of the current Fair Market Rent (unless a lower percent is approved by the U.S. Department of Housing and Urban Development); and

**WHEREAS**, the Housing Authority of the City of Lakeland staff's evaluation of the published U.S. Department of Housing and Urban Development rate structure against local market analysis indicated that it would be in the best interest of the Housing Authority's Section 8 Housing Choice Voucher Program participants to increase the Housing Authority of the City of Lakeland's Payment Standards structure to one hundred five (105) percent of the U.S. Department of Housing and Urban Development's published rate in order to maintain an adequate number of housing units and to increase the number of families participating in the Section 8 Housing Choice Voucher Program (please see attached matrix).

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves its Fiscal Year 2020-2021 Section 8 Housing Choice Voucher Program Payment Standards to be 105% of the rate published by the U.S. Department of Housing and Urban Development with an effective date of October 1, 2020 and/or implemented within ninety (90) days of approval for annual certifications.

#### CERTIFICATE OF COMPLIANCE

This is to certify that the Board of Commissioners of The Housing Authority of the City of Lakeland has approved and adopted this Resolution 20-1485, dated September 21, 2020.

Attested by:

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

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



# FY 2021 FAIR MARKET RENT DOCUMENTATION SYSTEM

## The FY 2021 Lakeland-Winter Haven, FL MSA FMRs for All Bedroom Sizes

### Final FY 2021 & Final FY 2020 FMRs By Unit Bedrooms

Year	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
FY 2021 FMR	\$794	\$799	\$1,023	\$1,375	\$1,764
<a href="#">FY 2020 FMR</a>	\$698	\$702	\$915	\$1,221	\$1,545

Polk County, FL is part of the Lakeland-Winter Haven, FL MSA, which consists of the following counties: Polk County, FL. All information here applies to the entirety of the Lakeland-Winter Haven, FL MSA.

### Fair Market Rent Calculation Methodology

— [Show/Hide Methodology Narrative](#) —

Fair Market Rents for metropolitan areas and non-metropolitan FMR areas are developed as follows:

1. 2014-2018 5-year American Community Survey (ACS) estimates of 2-bedroom adjusted standard quality gross rents calculated for each FMR area are used as the new basis for FY2021 provided the estimate is statistically reliable. For FY2021, the test for reliability is whether the margin of error for the estimate is less than 50% of the estimate itself and whether the ACS estimate is based on at least 100 survey cases. HUD does not receive the exact number of survey cases, but rather a categorical variable known as the count indicator indicating a range of cases. An estimate based on at least 100 cases corresponds to a count indicator of 4 or higher.

If an area does not have a reliable 2014-2018 5-year, HUD checks whether the area has had at least minimally reliable estimate in any of the past 3 years, or estimates that meet the 50% margin of error test described above. If so, the FY2021 base rent is the average of the inflated ACS estimates.

If an area has not had a minimally reliable estimate in the past 3 years, the estimate State for the area's corresponding metropolitan area (if applicable) or

State non-metropolitan area is used as the basis for FY2021.

2. HUD calculates a recent mover adjustment factor by comparing a 2018 1-year 40th percentile recent mover 2-bedroom rent to the 2014-2018 5-year 40th percentile adjusted standard quality gross rent. If either the recent mover and non-recent mover rent estimates are not reliable, HUD uses the recent mover adjustment for a larger geography. For metropolitan areas, the order of geographies examined is: FMR Area, Entire Metropolitan Area (for Metropolitan Sub-Areas), State Metropolitan Portion, Entire State, and Entire US; for non-metropolitan areas, the order of geographies examined is: FMR Area, State Non-Metropolitan Portion, Entire State, and Entire US. The recent mover adjustment factor is floored at one.
3. HUD calculates the appropriate recent mover adjustment factor between the 5-year data and the 1-year data and applies this to the 5-year base rent estimate.
4. Rents are calculated as of 2019 using the relevant (regional or local) change in gross rent Consumer Price Index (CPI) from annual 2018 to annual 2019.
5. All estimates are then inflated from 2019 to FY2021 using a trend factor based on the forecast of gross rent changes through FY2021.
6. FY2021 FMRs are then compared to a State minimum rent, and any area whose preliminary FMR falls below this value is raised to the level of the State minimum.
7. FY2021 FMRs may not be less than 90% of FY2020 FMRs.

**The results of the Fair Market Rent Step-by-Step Process**

1. The following are the 2018 American Community Survey 5-year 2-Bedroom Adjusted Standard Quality Gross Rent estimate and margin of error for Lakeland-Winter Haven, FL MSA.

Area	ACS <sub>2018</sub> 5-Year 2-Bedroom Adjusted Standard Quality Gross Rent	ACS <sub>2018</sub> 5-Year 2-Bedroom Adjusted Standard Quality Gross Rent Margin of Error	Ratio	Sample Size Category	Result
Lakeland-Winter Haven, FL MSA	<u>\$816</u>	\$15	\$15 / \$816=0.018	6	0.018 < .5 6 ≥ 4 Use ACS <sub>2018</sub>

5-Year  
Lakeland-  
Winter  
Haven,  
FL MSA  
2-  
Bedroom  
Adjusted  
Standard  
Quality  
Gross  
Rent

Since the ACS<sub>2018</sub> Margin of Error Ratio is less than .5, the ACS<sub>2018</sub> Lakeland-Winter Haven, FL MSA value is used for the estimate of 2-Bedroom Adjusted Standard Quality Gross Rent:

Area	FY2021 Base Rent
Lakeland-Winter Haven, FL MSA	\$816

2. A recent mover adjustment factor is applied based on the smallest area of geography which contains Lakeland-Winter Haven, FL MSA and has an ACS<sub>2018</sub> 1-year Adjusted Standard Quality Recent-Mover estimate with a Margin of Error Ratio that is less than .5.

Area	ACS <sub>2018</sub> 1-Year Adjusted Standard Quality Recent-Mover Gross Rent	ACS <sub>2018</sub> 1-Year Adjusted Standard Quality Recent-Mover Gross Rent Margin of Error	Ratio	Sample Size Category	Result
Lakeland-Winter Haven, FL MSA – 2 Bedroom	<a href="#">\$952</a>	\$67	0.07	4	0.07 < .5 4 ≥ 4 Use ACS <sub>2018</sub> 1-Year Lakeland-Winter Haven, FL MSA 2-Bedroom Adjusted Standard Quality Recent-Mover Gross Rent

The smallest area of geography which contains Lakeland-Winter Haven, FL MSA and has an ACS<sub>2018</sub> 1-year Adjusted Standard Quality Recent-Mover estimate

with a Margin of Error Ratio that is less than .5 and with a sufficient number of sample cases is Lakeland-Winter Haven, FL MSA.

- The calculation of the relevant Recent-Mover Adjustment Factor for Lakeland-Winter Haven, FL MSA is as follows:

<b>ACS<sub>2018</sub> 5-Year Area</b>	<b>ACS<sub>2018</sub> 5-Year 40th Percentile Adjusted Standard Quality Gross Rent</b>	<b>ACS<sub>2018</sub> 1-Year 40th Percentile Adjusted Standard Quality Recent-Mover Gross Rent</b>
Lakeland-Winter Haven, FL MSA - 2 Bedroom	<u>\$816</u>	<u>\$952</u>

<b>Area</b>	<b>Ratio</b>	<b>Recent-Mover Adjustment Factor</b>
Lakeland-Winter Haven, FL MSA	\$952 / \$816 = 1.167	1.1667 ≥ 1.0 Use calculated Recent-Mover Adjustment Factor of 1.1667

- The calculation of the relevant CPI Update Factors for Lakeland-Winter Haven, FL MSA is as follows: HUD updates the 2018 intermediate rent with the ratio of the annual 2019 local or regional CPI to the annual 2018 local or regional CPI to establish rents as of 2019.

	<b>Update Factor</b>	<b>Type</b>
CPI Update Factor	<u>1.0295</u>	Region CPI

- The calculation of the Trend Factor is as follows: HUD forecasts the change in national gross rents from 2019 to 2021 for each CPI area and Census Region. This makes Fair Market Rents "as of" FY2021.

<b>Trend Factor</b>	<b>Trend Factor Type</b>
<u>1.0433</u>	Region

- The FY 2021 2-Bedroom Fair Market Rent for Lakeland-Winter Haven, FL MSA is calculated as follows:

<b>Area</b>	<b><u>ACS<sub>2018</sub> 5-Year Estimate</u></b>	<b><u>Recent-Mover Adjustment Factor</u></b>	<b><u>Annual 2018 to 2019 CPI Adjustment</u></b>	<b><u>Trending 1.0433 to FY2021</u></b>	<b>FY 2021 2-Bedroom FMR</b>
Lakeland-Winter Haven, FL MSA	\$816	1.1667	1.0295	1.0433	\$816 * 1.167 * 1.0295 * 1.0433 = \$1,023



7. In keeping with HUD policy, the preliminary FY 2021 FMR is checked to ensure that it does not fall below the state minimum.

Area	Preliminary FY2021 2-Bedroom FMR	FY 2021 Florida State Minimum	Final FY2021 2-Bedroom FMR
Lakeland-Winter Haven, FL MSA	\$1,023	<a href="#">\$734</a>	\$1,023 ≥ \$734 Use Lakeland-Winter Haven, FL MSA FMR of \$1,023

8. Bedroom ratios are applied to calculate FMRs for unit sizes other than two bedrooms.

Click on the links in the table to see how the bedroom ratios are calculated.

FY 2021 FMRs By Unit Bedrooms					
	<a href="#">Efficiency</a>	<a href="#">One-Bedroom</a>	<a href="#">Two-Bedroom</a>	<a href="#">Three-Bedroom</a>	<a href="#">Four-Bedroom</a>
FY 2021 FMR	\$794	\$799	\$1,023	\$1,375	\$1,764

9. The FY2021 FMR must not be below 90% of the FY2020 FMR.

	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY2020 FMR	\$698	\$702	\$915	\$1,221	\$1,545
FY2020 floor	\$629	\$632	\$824	\$1,099	\$1,391
FY 2021 FMR	\$794	\$799	\$1,023	\$1,375	\$1,764
Use FY2020 floor for FY2021?	No	No	No	No	No

### Final FY2021 Rents for All Bedroom Sizes for Lakeland-Winter Haven, FL MSA

The following table shows the Final FY 2021 FMRs by bedroom sizes.

Final FY 2021 FMRs By Unit Bedrooms					
Efficiency	One-	Two-	Three-	Four-	

	<b>Bedroom</b>	<b>Bedroom</b>	<b>Bedroom</b>	<b>Bedroom</b>	<b>Bedroom</b>
Final FY 2021 FMR	\$794	\$799	\$1,023	\$1,375	\$1,764

The FMRs for unit sizes larger than four bedrooms are calculated by adding 15 percent to the four bedroom FMR, for each extra bedroom. For example, the FMR for a five bedroom unit is 1.15 times the four bedroom FMR, and the FMR for a six bedroom unit is 1.30 times the four bedroom FMR. FMRs for single-room occupancy units are 0.75 times the zero bedroom (efficiency) FMR.

Permanent link to this page:

[http://www.huduser.gov/portal/datasets/fmr/fmrs/FY2021\\_code/2021summary.odn?&year=2021&fmrtype=Final&selection\\_type=county&fips=1210599999](http://www.huduser.gov/portal/datasets/fmr/fmrs/FY2021_code/2021summary.odn?&year=2021&fmrtype=Final&selection_type=county&fips=1210599999)

### Select a different area

Press below to select a different county within the same state (same primary state for metropolitan areas):

Alachua County, FL  
 Baker County, FL  
 Bay County, FL  
 Bradford County, FL  
 Brevard County, FL

Press below to select a different state:

Select a Final FY 2021 Metropolitan FMR Area:

Lakeland-Winter Haven, FL MSA ▼

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 [Section 8 Income Limits](#) | 
 [FMR/IL Summary System](#) | 
 [Multifamily Tax Subsidy Project \(MTSP\) Income Limits](#) | 
 [HUD LIHTC Database](#)

Prepared by the [Program Parameters and Research Division](#), HUD. Technical problems or questions? [Contact Us](#).

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

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

**Re: Resolution # 20-1486**

The Board of Commissioners is requested to approve the above-referenced resolution to authorize the Executive Director to enter into a blanket easement with the City of Lakeland, Florida, a municipality organized and existing in accordance with the laws of Florida for a portion of the Northwest ¼ Section 24, Township 28 South, Range 23 East Polk County, Florida associated with the WestLake and WestLake Addition redevelopment sites.

**2. Who is making request:**

- A. Entity: The Housing Authority of the City of Lakeland
- B. Project: WestLake and WestLake Addition Redevelopment (renamed Twin Lakes Estates)
- C. Originator: Valerie Turner

**3. Cost Estimate:**

One dollar and other valuable considerations paid to the Housing Authority of the City of Lakeland.

**Narrative:**

Resolution #15-1411 authorized the Housing Authority of the City of Lakeland to enter into a Development Agreement with the Housing Trust Group, LLC to become the Developer Partner for the WestLake and WestLake Addition redevelopment sites. Redevelopment activities are being performed via three (3) phases. Twin Lakes Estates Phase I was redeveloped on 3.09 acres of the site. Construction is complete and consists of a 100-unit, three-story, senior living facility. Twin Lakes Estates Phase II is currently under construction. Once completed, it will consist of 132 multifamily, mixed income rental housing units. Twin Lakes Estates Phase III is still within the predevelopment phase but is anticipated to consist of 84 units of traditional affordable, multifamily housing. If approved, Resolution # 20-1486 will allow the City of Lakeland, Florida to construct, operate, maintain, replace, and/or remove the electric, water, and wastewater facilities for approximately 216 affordable housing units that are either planned or underway at the two (2) multifamily rental housing phases. Having and/or implementing improvements to the above referenced utility services for these two multifamily rental phases is important as it help ensures that the City of Lakeland, Florida can provide reliable, less expensive and more energy efficient utility service for families living at the property.

**RESOLUTION NO. 20-1486**  
**AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A BLANKET EASEMENT WITH THE**  
**CITY OF LAKELAND, FLORIDA**

**WHEREAS**, the Housing Authority of the City of Lakeland Board of Commissioners desires to provide low income housing for residents of the City of Lakeland, Florida and surrounding areas; and

**WHEREAS**, the Housing Authority of the City of Lakeland owns 16.8 acres of land in Lakeland, Polk County, Florida associated with the WestLake and WestLake Addition redevelopment sites; and

**WHEREAS**, Resolution #15-1411 authorized the Housing Authority of the City of Lakeland to enter into a Development Agreement with the Housing Trust Group, LLC to become the Developer Partner for the WestLake and WestLake Addition redevelopment sites; and

**WHEREAS**, redevelopment of the WestLake and WestLake Addition sites will provide approximately 316 additional affordable housing units over three (3) phases; and

**WHEREAS**, constructing, operating, maintaining, replacing, and/or removing the electric, water, and wastewater facilities to the remaining two (2) multifamily rental phases will help ensure that the City of Lakeland, Florida can provide reliable, less expensive and more energy efficient utility service to families living at the property; and

**WHEREAS**, the Housing Authority of the City of Lakeland has determined that it is in its best interest to authorize the Executive Director to negotiate, execute and deliver an easement agreement for the purpose of constructing, operating and maintaining electrical, water and wastewater facilities (the "Easement") on the WestLake and WestLake Addition redevelopment sites subject to the concurrence of legal counsel; and

**NOW THEREFORE, BE IT RESOLVED** that the Board of Commissioners of The Housing Authority of the City of Lakeland hereby authorizes the Executive Director to negotiate, and enter into a blanket easement agreement with the City of Lakeland Florida, a municipality organized and existing in accordance with the laws of Florida for a portion of the Northwest ¼ Section 24, Township 28 South, Range 23 East in Polk County, Florida associated with the WestLake and WestLake Addition redevelopment sites.

**CERTIFICATE OF COMPLIANCE**

This is to certify that the Board of Commissioners of The Housing Authority of the City of Lakeland has approved and adopted this Resolution No. 20-1486 dated September 21, 2020.

Attested by:

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

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

Parcel No.: 23-28-24-000000-031020  
Section: 24  
Township: 28 South  
Range: 23 East

## BLANKET EASEMENT

THIS BLANKET EASEMENT, is made this \_\_\_\_\_ day of \_\_\_\_\_, 2020, between the HOUSING AUTHORITY OF THE CITY OF LAKE LAND, a public body corporate and politic established pursuant to Chapter 421 of the Florida Statutes, whose address is 430 S. Hartsell Avenue, Lakeland, Florida 33815, hereinafter referred to as “Grantor”, and the CITY OF LAKE LAND, FLORIDA, a municipality organized and existing in accordance with the laws of Florida, hereinafter referred to as “Grantee”.

### RECITALS

WHEREAS, Grantor holds the fee simple title to that real property located in Polk County, Florida, as more particularly described on Exhibit “A” attached hereto and incorporated herein by reference (the “Property”);

WHEREAS, Grantor has requested that Grantee as purveyor of electrical, water and wastewater utilities to serve the Property, with the Grantor constructing to the extent required by the Grantee overhead and/or underground lines of wires/pipes, related facilities, supporting structures and necessary appurtenances thereto; and

WHEREAS, the parties hereto have agreed that, to ensure the proper and convenient development of the Property, Grantor will convey to Grantee, its successors, and assigns a non-exclusive easement over the Property for the installation, repair, replacement and operation of the overhead and/or underground lines of wires/pipes, related facilities, supporting structures and necessary appurtenances thereto (the “Utility Facilities”), as necessary for Grantee to provide electrical, water and wastewater service to the Property, which easement shall be subject to the terms and limitations provided herein.

NOW THEREFORE, that the Grantor, for and in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

Parcel No.: 23-28-24-000000-031020  
Section: 24  
Township: 28 South  
Range: 23 East

1. Recitals. The Recitals to this Easement Agreement are true and correct and are hereby incorporated into this Easement Agreement.
2. Grant of Easement. For any and all completed Electric, Water and Wastewater Facilities currently located on the Property and upon the completion of the construction and the installation of Electric, Water and Wastewater Facilities to be located on the Property pursuant to plans approved by Grantee, Grantor hereby grants a non-exclusive easement to Grantee for the purpose of constructing, operating, maintaining, replacing and/or removing the Electric, Water and Wastewater Facilities (the "Easement") and said Easement shall be granted only with respect to the following described portions of the Property ("Easement Area"): **(a) 7.50 feet on each side of the center line of all overhead and underground utilities, supporting structures, related facilities, supporting structures and necessary appurtenances thereto located on the Property; (b) with respect to those Facilities located underground on the Property, said portion of the Easement shall extend into the ground for a depth up to 10.00 Feet; and (c) with respect to any Facilities which are located in such proximity to the boundary lines of the Property so that the width of any portion of the Easement shall not be available as provided in Section 2(a) herein, then in such event the width of such portion of the Easement shall extend from the boundary line of the Property a distance of 10.00 feet.** Grantee shall have the right from time to time to trim and remove any and all trees, shrubs and brush now or hereafter located on the Easement Area as may be a danger to Grantee and which interfere with the exercise of Grantee's rights provided under the Easement.
3. Right of Ingress and Egress. Grantee shall have the right of ingress to and egress from the Easement Area across the Property.
4. Grantor Reservation of Use of Property and Easement Area. Grantor reserves the right, for itself and its invitees, tenants and employees, to use the Property and the Easement Area for any surface or subsurface use that does not unreasonably interfere with Grantee's use of the Easement. Notwithstanding anything contained in the preceding sentence to the contrary, Grantor shall not erect, construct or allow to be maintained or located any building, trailer, cabana, or structure of any kind or nature, whether permanent or temporary in nature, or store any material, or drill or operate any well, or construct any reservoir or other obstruction or plant any permanent trees or shrubs within the Easement Area.

Parcel No.: 23-28-24-000000-031020  
Section: 24  
Township: 28 South  
Range: 23 East

5. Relocation of Easement Area. Upon the completion of the construction and installation of all Electric Facilities on the Property, as determined in Grantor's sole discretion, the Grantor reserves the right to specifically relocate the Easement Area on the Property, at Grantor's sole cost, without the joinder of any other party by recording a document in the public records setting forth the legal descriptions for the specifically relocated Easement Area, at which time the easement rights granted under this Easement Agreement shall become limited solely to the relocated area described in said legal descriptions.

Grantee agrees to restore the easement premises, at its sole cost, to substantially the same condition which existing prior to the commencement to Grantee's work.

6. Miscellaneous. The terms "Grantor" and "Grantee" herein employed shall be construed to include the words "heirs, executors, administrators, tenants and assigns" and "successors and assigns" of the respective parties hereto, and the masculine, feminine, or neuter gender, and the singular or plural wherever to context so admits or requires.

If at any time the Grantee, its successors or assigns, abandons the use of the Easement Area for any reason whatsoever, then within a reasonable time, not less than one calendar year, thereafter the Grantee shall release and convey to the Grantor, its successors and assigns, all rights granted pursuant to this Easement.

All covenants, terms, provisions and conditions stated in this Easement shall inure, extend and obligate the parties' respective successors, lessees and assigns.

7. Effective Date. The Effective Date of this Easement Agreement shall be the date of the Grantor's execution.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be executed in its name by its proper officers thereunto duly authorized, and its corporate seal to be hereunto affixed, the day and year first above written.

Parcel No.: 23-28-24-000000-031020  
Section: 24  
Township: 28 South  
Range: 23 East

Signed, sealed, and delivered  
in the presence of:

**HOUSING AUTHORITY OF THE CITY OF LAKELAND,**  
a public body corporate and politic established pursuant to Chapter  
421 of the Florida Statutes

\_\_\_\_\_  
Witness as to all Signatories  
Print Name \_\_\_\_\_

BY: \_\_\_\_\_  
Print Name Benjamin Stevenson  
Address 430 Hartsell Avenue  
Lakeland, FL 33815  
Its: Executive Director

\_\_\_\_\_  
Witness as to all Signatories  
Print Name \_\_\_\_\_

(Two witnesses required)

STATE OF FLORIDA  
COUNTY OF POLK

Sworn to (or affirmed) and subscribed before me, the undersigned authority, this day appeared  
Benjamin Stevenson, as Executive Director of the Housing Authority of the City of Lakeland by means of   
physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
(Notary signature)

Notary Public  
Print Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

My Commission Expires: \_\_\_\_\_

(AFFIX NOTARY SEAL)

This instrument prepared and  
legal description approved:  
DATE: September 9, 2020 By: KAH  
City Hall  
Lakeland, Florida 33801  
(000\_20)



Parcel No.: 23-28-24-000000-031020  
Section: 24  
Township: 28 South  
Range: 23 East

**EXHIBIT "A"**

A PORTION OF THE NORTHWEST 1/4 OF SECTION 24, TOWNSHIP 28 SOUTH, RANGE 23 EAST, POLK COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 24; THENCE N89°49'31"E ALONG THE SOUTH LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 24, A DISTANCE OF 423.50 FEET; THENCE DEPARTING SAID SOUTH LINE, N29°59'10"E, A DISTANCE OF 287.73 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE N29°59'10"E, A DISTANCE OF 214.76 FEET TO THE WEST RIGHT-OF-WAY LINE OF HARTSELL AVENUE; THENCE N00°37'17"W, ALONG SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 375.31 FEET TO THE SOUTHERLY MAINTAINED RIGHT-OF-WAY LINE OF LAKE BEULAH DRIVE; THENCE, ALONG SAID SOUTHERLY MAINTAINED RIGHT-OF-WAY LINE THE FOLLOWING FIVE (5) COURSES: (1) 56.14 FEET ALONG THE ARC OF NON-TANGENT CURVE TO THE LEFT, HAVING A RADIUS OF 245.24 FEET AND CENTRAL ANGLE OF 13°07'00" (CHORD BEARING S68°29'28"W, A DISTANCE OF 56.02 FEET); (2) 124.53 FEET ALONG THE ARC OF A NON-TANGENT CURVE TO THE RIGHT, HAVING A RADIUS OF 295.84 FEET AND CENTRAL ANGLE OF 24°07'03" (CHORD BEARING S77°42'16"W, A DISTANCE OF 123.61 FEET); (3) N89°55'19"W, A DISTANCE OF 95.55 FEET; (4) 196.53 FEET ALONG THE ARC OF A NON-TANGENT CURVE TO THE RIGHT, HAVING A RADIUS OF 593.20 FEET AND CENTRAL ANGLE OF 18°58'56" (CHORD BEARING N80°29'13"W, A DISTANCE OF 195.63 FEET); (5) N71°23'30"W, A DISTANCE OF 199.65 FEET TO THE EAST RIGHT-OF-WAY LINE OF SOUTH WEBSTER AVENUE; THENCE S00°17'50"E, ALONG SAID EAST RIGHT-OF-WAY LINE OF SOUTH WEBSTER AVENUE, A DISTANCE OF 388.50 FEET; THENCE, DEPARTING SAID EAST RIGHT-OF-WAY LINE, N89°46'39"E, A DISTANCE OF 11.55 FEET; THENCE S00°00'00"E, A DISTANCE OF 14.85 FEET; THENCE N89°46'39"E, A DISTANCE OF 65.14 FEET; THENCE S00°00'00"E, A DISTANCE OF 123.09 FEET; THENCE N89°51'07"E, A DISTANCE OF 263.91 FEET; THENCE S00°35'56"E, A DISTANCE OF 89.98 FEET; THENCE N88°38'48"E, A DISTANCE OF 203.83 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH:

NON-EXCLUSIVE ACCESS, UTILITY, RECREATIONAL, AND DRAINAGE EASEMENTS CONTAINED IN THAT GRANT OF EASEMENT AND RIGHT OF USE AGREEMENT BY AND BETWEEN WEST LAKE I, LTD., LAKE BEULAH, LTD., TWIN LAKES III, LTD., AND THE HOUSING AUTHORITY OF THE CITY OF LAKELAND, FLORIDA RECORDED MARCH 22, 2018, IN OFFICIAL RECORDS BOOK 10432, PAGE 97.

# **OTHER BUSINESS**



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

September 09, 2020

FL011
CITY OF LAKE LAND H/A
P O BOX 1009
430 S. HARTSELL AVENUE
LAKE LAND, FL 33815

Dear Executive Director:

SUBJECT: Section 8 Housing Choice Voucher Program - Award of Additional Funding

This letter is to notify you that HUD will be providing your agency additional Housing Voucher program funds. The amount of funds being obligated and the purpose of such funds are reflected in the table below.

Table with 3 columns: Program Funding, Budget Authority Assigned, Purpose of Funding. Row 1: VO, \$259,423, Colton/Bonnei

Your executed copy of the notice to amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the changes described above will be transmitted under separate cover. That letter will contain all information related to this funding including increment number, effective/expiration dates and units, if applicable.

If you have any questions, please contact your Financial Analyst.

Sincerely,

David Zaiser for Roxanne Byers. Digitally signed by Roxanne Byers. DN: CN = Roxanne Byers, C = US, OU = Division Director. Reason: I am approving this document

Roxanne Byers
Division Director



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

Financial Management Center  
2380 McGee Street, Suite 400  
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

September 15, 2020

FL011  
CITY OF LAKE LAND H/A  
P O BOX 1009  
430 S. HARTSELL AVENUE  
LAKE LAND, FL 33815-3815

Dear Executive Director:

**SUBJECT:** Section 8 Housing Choice Voucher Program – Demolition/Disposition  
Colton/Bonnei

This letter is to notify you that funds have been obligated to provide replacement vouchers for Public Housing units lost in connection with a HUD-approved demolition/disposition plan at the above-named project(s).

These funds will automatically be disbursed to your agency and will be evenly spread over the term of the contract. The terms of the funding, including the approximate amount of the monthly payment, are reflected in the enclosed table.

Ongoing administrative fees for new vouchers for tenant protection actions are based on leasing as reported by your PHA in VMS, and will be included in your agency's monthly administrative fee disbursement once leasing for these vouchers has been established in VMS. These vouchers should be reported under the Tenant Protection category in VMS.

Enclosed is your executed copy of the notice to amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the changes described above. The amendment notice and revised funding exhibits should be filed with your most recent executed CACC.

Public housing agencies receiving an increment in excess of \$100,000 in Budget Authority (BA) are required to submit Form HUD-50071, Certification of Payments to Influence Federal Transactions, and if applicable, Form SF-LLL, Disclosure of Lobbying Activities. If this letter notifies you of a renewal in excess of \$100,000, and your PHA has not submitted the Form(s) HUD-50071 (and SF-LLL where applicable) for your current fiscal year; the documents

must be submitted to your local field office and Financial Analyst at the Financial Management Center (FMC) within 30 days of the date of this letter. These forms are located on the Internet at the following addresses:

Form HUD-50071

<https://www.hud.gov/sites/documents/50071.pdf>

Form SF-LLL

<https://www.hudexchange.info/resources/documents/HUD-Form-Sfilll.pdf>

If you have any questions, please contact your Financial Analyst.

Sincerely,

**Roxanne Byers**



Digital signed by Roxanne Byers  
DN: CN = Roxanne Byers C = US.  
O = Financial Management Center.  
OU = Division Director  
Reason: I am approving this document

Roxanne Byers  
Division Director

Enclosures

## Increment Number Table

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

Housing Choice Voucher Program

Section 8

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Increment Number	Program Funding	No. of Units	Budget Authority Assigned	Effective Date	Term	Approximate Monthly Disbursement
FL011VO0231	VO	10	\$76,301	12/1/2020	12	\$6,358
FL011VO0230	VO	12	\$91,561	11/1/2020	12	\$7,630
FL011VO0229	VO	12	\$91,561	10/1/2020	12	\$7,630

**These units will be renewed at the beginning of the next calendar year.**

**Consolidated  
Annual Contributions Contract**

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

Housing Choice Voucher Program

Section 8

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**HUD NOTICE TO HOUSING AGENCY AMENDING  
CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT**

**Housing Agency: FL011  
CITY OF LAKELAND H/A**

In accordance with Paragraph 2.c. of the Consolidated Annual Contributions Contract between HUD and the HA, you are notified that the funding exhibits of the Consolidated Annual Contributions Contract is hereby revised to add a new funding increment as provided in the attached revised funding exhibit. (This notice adds one or more funding increments listed on the attached funding exhibit.)

The revised funding exhibit is attached to this HUD notice. This revised funding exhibit replaces and revises the prior funding exhibit.

In accordance with Paragraph 2.d. of the Consolidated Annual Contributions Contract, this HUD notice and the attached funding exhibit constitutes an amendment to the Consolidated Annual Contributions Contract.

**United States of America**

Secretary of Housing and Urban Development  
Authorized Representative

Date of Document:

Robert H. Boepple, Director  
Financial Management Center

9/15/2020

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**U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
PIH SECTION 8 - FUNDING EXHIBIT  
PROGRAM-BASED**

**ACC NUMBER: FL011**

**FIELD OFFICE: 4DPH**

FL011  
CITY OF LAKELAND H/A  
P O BOX 1009  
430 S. HARTSELL AVENUE  
LAKELAND, FL 33815

**HA FISCAL YEAR-END: 12/31**

**PROGRAM TYPE: HAP-Voucher Program**

<b>FUNDING INCREMENT NUMBER</b>	<b>FIRST DAY OF TERM</b>	<b>LAST DAY OF TERM</b>	<b>CONTRACT TERM</b>	<b>BUDGET AUTHORITY</b>	<b>UNITS</b>
FL011AF0122	8/1/2018	9/30/2018	2	109,966	N/A
FL011VO0189	8/1/2018	9/30/2018	2	1,458,575	1420
FL011AF0123	10/1/2018	10/31/2018	1	54,983	N/A
FL011VO0190	10/1/2018	10/31/2018	1	761,712	1420
FL011AF0124	11/1/2018	12/31/2018	2	113,104	N/A
FL011VO0177	1/1/2018	12/31/2018	12	1	60
FL011VO0178	1/1/2018	12/31/2018	12	1	10
FL011VO0179	1/1/2018	12/31/2018	12	1	5
FL011VO0191	11/1/2018	12/31/2018	2	1,523,425	1420
FL011AF0125	1/1/2019	2/28/2019	2	113,104	N/A
FL011AFR318	2/1/2019	2/28/2019	1	1,907	N/A
FL011VO0192	1/1/2019	2/28/2019	2	1,410,823	1420
FL011VO0193	3/1/2019	3/31/2019	1	705,412	1420
FL011AF0126	3/1/2019	4/30/2019	2	114,066	N/A
FL011VO0181	5/1/2018	4/30/2019	12	28,535	4
FL011VO0182	5/1/2018	4/30/2019	12	42,803	6
FL011VO0183	5/1/2018	4/30/2019	12	14,268	2
FL011VO0184	5/1/2018	4/30/2019	12	35,669	5
FL011VO0185	5/1/2018	4/30/2019	12	14,268	2
FL011VO0194	4/1/2019	4/30/2019	1	705,412	1420
FL011AF0127	5/1/2019	5/31/2019	1	57,033	N/A
FL011VO0198	5/1/2019	5/31/2019	1	705,412	1429
FL011AFR418	7/1/2019	7/31/2019	1	14,509	N/A
FL011AF0128	6/1/2019	9/30/2019	4	236,026	N/A
FL011VO0199	6/1/2019	9/30/2019	4	3,372,126	1429
FL011AF0129	10/1/2019	10/31/2019	1	59,007	N/A
FL011VO0200	10/1/2019	10/31/2019	1	766,576	1429
FL011AF0130	11/1/2019	12/31/2019	2	122,018	N/A



<b>FUNDING INCREMENT NUMBER</b>	<b>FIRST DAY OF TERM</b>	<b>LAST DAY OF TERM</b>	<b>CONTRACT TERM</b>	<b>BUDGET AUTHORITY</b>	<b>UNITS</b>
FL011AFR319	12/1/2019	12/31/2019	1	43,118	N/A
FL011VO0195	1/1/2019	12/31/2019	12	1	60
FL011VO0196	1/1/2019	12/31/2019	12	1	10
FL011VO0197	1/1/2019	12/31/2019	12	1	5
FL011VO0201	5/1/2019	12/31/2019	8	1	4
FL011VO0202	5/1/2019	12/31/2019	8	1	6
FL011VO0212	11/1/2019	12/31/2019	2	1,533,148	1429
FL011AF0131	1/1/2020	2/29/2020	2	122,018	N/A
FL011VO0213	1/1/2020	2/29/2020	2	1,123,953	1429
FL011VO0214	2/1/2020	2/29/2020	1	374,651	N/A
FL011AF0132	3/1/2020	3/31/2020	1	62,513	N/A
FL011VO0215	3/1/2020	3/31/2020	1	781,643	1429
FL011AFR419	4/1/2020	4/30/2020	1	31,518	N/A
FL011AF0133	4/1/2020	5/31/2020	2	125,026	N/A
FL011AF0136	5/1/2020	5/31/2020	1	151,676	N/A
FL011VO0221	4/1/2020	5/31/2020	2	1,555,872	1429
FL011VOPR19	5/1/2020	5/31/2020	1	204	N/A
FL011VO0204	7/1/2019	6/30/2020	12	15,516	2
FL011VO0208	7/1/2019	6/30/2020	12	7,758	1
FL011AFR120	7/1/2020	7/31/2020	1	20,832	N/A
FL011VO0205	8/1/2019	7/31/2020	12	224,985	29
FL011VO0209	8/1/2019	7/31/2020	12	54,307	7
FL011AF0137	8/1/2020	8/31/2020	1	199,344	N/A
FL011VO0206	9/1/2019	8/31/2020	12	77,581	10
FL011VO0210	9/1/2019	8/31/2020	12	38,791	5
FL011AF0134	6/1/2020	9/30/2020	4	258,312	N/A
FL011VO0207	10/1/2019	9/30/2020	12	62,065	8
FL011VO0211	10/1/2019	9/30/2020	12	7,758	1
FL011VO0223	6/1/2020	9/30/2020	4	3,354,621	1429
FL011VO0224	7/1/2020	9/30/2020	3	1	2
FL011VO0225	8/1/2020	9/30/2020	2	1	29
FL011VO0226	9/1/2020	9/30/2020	1	1	10
FL011AF0135	10/1/2020	10/31/2020	1	64,578	N/A
FL011VO0227	10/1/2020	10/31/2020	1	798,972	1478
FL011VO0228	10/1/2020	10/31/2020	1	115,426	N/A
FL011VO0216	1/1/2020	12/31/2020	12	1	4
FL011VO0217	1/1/2020	12/31/2020	12	1	6
FL011VO0218	1/1/2020	12/31/2020	12	1	60
FL011VO0219	1/1/2020	12/31/2020	12	1	10

<b>FUNDING INCREMENT NUMBER</b>	<b>FIRST DAY OF TERM</b>	<b>LAST DAY OF TERM</b>	<b>CONTRACT TERM</b>	<b>BUDGET AUTHORITY</b>	<b>UNITS</b>
FL011VO0220	1/1/2020	12/31/2020	12	1	5
FL011VO0222	6/1/2020	5/31/2021	12	193,953	25
FL011VO0229	10/1/2020	9/30/2021	12	91,561	12
FL011VO0230	11/1/2020	10/31/2021	12	91,561	12
FL011VO0231	12/1/2020	11/30/2021	12	76,301	10